Owasso Public Schools
Owasso Board of Education Regular Meeting
Independent School District No. 11
Tulsa County, Oklahoma

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District No. 11, Tulsa County, Oklahoma will hold Owasso Board of Education Regular Meeting on Monday, June 12, 2023, at 6:30 PM, Board of Education Conference Room of the Dale C. Johnson Education Service Center, 1501 N Ash St., Owasso, Oklahoma 74055
Meeting live stream link: https://youtube.com/live/gU1vJSzBPXo?feature=share

I. **Call to Order and Roll Call**
II. **Pledge of Allegiance**
III. **Reports to the Board**
   A. Superintendent - Dr. Margaret Coates
   B. Teaching and Learning - Mr. Mark Officer
   C. District Services - Mr. Kerwin Koerner
   D. Continuous Strategic Improvement (CSI) - Dr. Margaret Coates
IV. **Comments from the Public Regarding Agenda Items**
   Each individual will have five (5) minutes to share their remarks related to the specific agenda item identified by the individual when signing up to speak. The total time allotted to comments from the public regarding the agenda will not exceed fifteen (15) minutes.
V. **Consent Agenda:** Board to consider and take possible action on the following consent agenda items. (Dr. Coates)
   A. Minutes of May 8, 2023 Regular Meeting
   B. Communications/Superintendent
      i. Annual Subscription Renewal with Oklahoma State School Boards Association for Assemble Meetings for the 2023-2024 school year at a cost of $3,000.00, as outlined in the attachment and authorize the Superintendent or designee to execute the Agreement
      ii. Contract with Edlio LLC for website hosting for the 2023-2024 school year at a cost of $14,600.00, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
   C. Teaching and Learning
      i. Out of State Student Activity Trips
      ii. Contract with Integrative Physical Therapy, P.C. for the 2023-2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract
      iii. Contract with Function 1st Therapies for the 2023-2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

iv. Contract with Sherry Hutchinson, Hearing Impaired Consultant for the 2023-2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract
v. Memorandum of Understanding with Oklahoma Baptist University for college education majors to complete their student teaching portion of their education in traditional student internships for the 2023-2024 school year at no cost, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU
vi. Memorandum of Understanding with Cameron University to provide on-site educational experiences to candidates enrolled in educator preparation courses for the 2023-2026 school year at no cost, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU
vii. Contract with Tulsa Tech Career Center Academy Program (TTCA) (A Dropout Recovery/Dropout Prevention Program) or Tulsa Tech Aerospace Academy Program (TTAA) for the 2023-2024 school year at a cost of $1,750.00 per student accepted for the TTAA or TTCA program as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
viii. Site Reading License Quote with Istation for 9 elementary sites to access screener/diagnostic tool for the 2023-2024 school year at a cost of $101,001.00, as outlined in the attachment and authorize the Superintendent or designee to execute the Quote License
ix. License agreement with Istation for IR - Student - Istation Reading (Student Account) for the Owasso 6th, 7th and 8th Grade Centers and High School and IM - Student - Istation Math (Student Account) for all District Elementary Sites, the Owasso 6th, 7th and 8th Grade Centers and High School for the 2023-2024 school year at a cost of $10,550.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement
x. Agreement with CREOKS Behavioral Health Services, Inc., to provide group and individual counseling and other services for the 2023-2024 school year at a cost outlined in the attachment and authorizes the Superintendent or designee to execute the Agreement
xi. Memorandum Of Understanding with CREOKS Behavioral Health Services, Inc., to deliver behavioral health support services to students for the 2023-2024 school year at a cost outlined in the Agreement to the District and authorize the Superintendent or designee to execute the MOU
xii. Contract with Pre-Employment Transition Services Coordination (Pre-ETS) for Transition Services for the 2023-2024 school year at no cost to the District, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
xiii. Contract with Beth Anne Manipella, O.T., to provide Occupation Therapy Services for the 2023-2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

xiv. License Quote with Imagine Learning for 10 Purpose Prep Concurrent user licenses for Owasso High School for the 2023-2024 school year at a cost of $3,300.00, as outlined in the attachment and authorize the Superintendent or designee to execute the Quote License
xv. Agreement with Grand Mental Health to provide group and individual counseling and other services for the 2023-2024 school year at no cost to the District and authorizes the Superintendent or designee to execute the Agreement
xvi. Contract with Soliant Health, LLC for Speech Pathology Services for ESY from June 21, 2023 through July 18, 2023 at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

D. District Services
   i. Service agreement with American Waste Control for trash removal services for the 2023-2024 school year at a cost of $5,123.04 per month as outlined in the attachment, and authorize the Superintendent or designee to execute the Contract
   ii. Service Agreement with TEAM Professional Services, Inc. for drug testing services for the 2023-2024 school year at a cost as outlined in the attachment and authorize the Superintendent or designee to execute the agreement
   iii. Current Capacity numbers for Transfer Students

E. Technology
   i. Surplus of items listed on the attachment titled Technology Surplus June 2023
   ii. Contract with CRW Consulting E-rate Services, LLC for renewal of E-rate consulting services for program year 2024, school year 2024-2025, at a cost of $4,500 for Category 1 filings and 3% of the total funded amount of Category 2 filings as outlined in the attachment and authorize the Superintendent or designee to execute the contract

F. Finance
   i. Purchase orders (encumbrances) and changes to encumbrances for May 2023
   ii. Activity Financial Report for May 2023
   iii. Activity Account Budgets
   iv. Sanctioning Applications
   v. Contract with Integrated Register Systems (In Touch) for activity fund receipting and online payment software applications for the 2023-2024 school year at a cost of $9,662.05 as outlined in the attachment and authorize the superintendent or designee to execute the contract
   vi. Renewal of sub-lease agreement dated 3-1-18 between the District and Tulsa County Industrial Authority for the fiscal year ending June 30, 2024 as required under the provisions of the agreement
   vii. Advertising Agreement / Contract with Owasso Summit as a Volleyball sponsor for the 2023-2024 school year at a donation of $1,000, as outlined

in the attachment and authorize the Superintendent or designee to execute the Advertising Agreement

viii. Advertising Agreement / Contract with Jeffrey Ahlert, DDS as a Volleyball sponsor for the 2023-2024 school year at a donation of $1,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Advertising Agreement

G. Human Resources
   i. Transitions
   ii. Contract with Frontline for Human Resources software applications for the 2023-2024 school year at a cost of $68,800.91 as outlined in the attachment and authorize the superintendent or designee to execute the contract

VI. **Communications/Superintendent** - Dr. Margaret Coates

A. Board to consider and take possible action on an agreement with CCOSA for membership services for the 2023 - 2024 school year at a cost of $2,500.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

B. Board to consider and take possible action on the 2023-2024 Negotiated Agreement pending OWEA ratification

C. Board to consider and take possible action on a Memorandum Of Understanding (MOU) with the Owasso Education Association (OWEA) for an adjustment to the personal leave section of the negotiated agreement for the 2023-2024 school year as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

VII. **Teaching and Learning** - Mark Officer

A. Board to review Handbooks for the 2023/2024 school year: Elementary, 6th, 7th, 8th Grade, Owasso Ram Academy, and Owasso High School for first reading. Edits, changes, and additions to the policy are outlined in the attachments

B. Board to consider and take possible action on an Agreement with Mobilized Vision, LLC to provide orientation and mobility services to students as indicated on an Individualized Education Plan or 504 Accommodation Plan for Owasso Public Schools for the 2023-2024 school year at a cost to the District as outlined in the attachment and authorize the Superintendent or designee to execute the Agreement

C. Board to consider and take possible action on a Quote from Tulsa Tours for administrator retreat on Monday, July 31, 2023 from 2:00-3:30 pm at a cost of $15.00 person x 50 people for a total of $750.00, as outlined in the attachment and authorize the Superintendent or designee to purchase

D. Board to consider and take possible action on a Quote from Vocabulary.com for the ELA adoption for 6th-12th grade at a cost of $22,380.00 annually, as outlined in the attachments and authorize the Superintendent or designee to purchase

VIII. **District Services -** Kerwin Koerner

A. Board to consider and take possible action on the proposed edits, changes, and additions to Policy #3.26 Armed School Security Officer, as outlined in the attachment
B. Board to consider and take possible action on the proposed edits, changes, and additions to Policy #5.59 Concussion Management Protocol, as outlined in the attachment
C. Board to consider and take possible action on the Contract with JD Young for Copier and Printing Maintenance Services for the 2023- 2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract
D. Board to consider and take possible action on a contract with MowTown Outdoors for mowing and lawn maintenance services for the 2023-2024 school year at a cost of $219,620.85, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
E. Board to consider and take possible action on a contract with Sodexo for Food Management Services for the 2023-2024 school year at a cost as outlined in the attachment and authorize the Superintendent or designee to execute the Contract
F. Board to consider and take possible action on a contract with OSSBA for Enrollment Forecasting for the 2023-2024 school year at a cost of $29,406, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract

IX. **Finance** - Phillip Storm
A. Board to consider and take possible action on the Treasurer's Report for May 2023
B. Board to consider and take possible action on the Supplemental Appropropriation Form 307 for the General Fund for the 2022-2023 school year as outlined in the attachment and authorize the superintendent or designee to execute the document
C. Board to consider and take possible action on the support salary scales for Fiscal Year 2023-2024
D. Board to consider and take possible action on the administrative salary scales for Fiscal Year 2023-2024
E. Board to consider and take possible action to change per diem rates to $55 in state and $60 out of state and to approve corresponding change to policy 4.01 as per attached
F. Board to consider and take possible action on a renewal quote and resolution for property, casualty, and liability insurance for fiscal year 2023-2024 at a total cost of $1,257,544 with Oklahoma Schools Insurance Group (OSIG)
G. Board to consider and take possible action on a renewal quote and resolution for workers compensation insurance for fiscal year 2023-2024 at a total cost of $215,028 with Oklahoma Schools Assurance Group (OSAG)

X. **Executive Session**
A. Vote to convene into executive session for the purpose of hiring one Assistant Director of Communications as authorized by Okla.Stat.Tit.25§307(B)(1)
B. Acknowledge return to Open Session

C. Statement of Executive Session Minutes

XI. Board to consider and take possible action to hire one Assistant Director of Communications

XII. **New Business**

XIII. **Comments from the Public Regarding Non-Agenda Items**
Each individual will have five (5) minutes to share their remarks related to the specific non-agenda item received in writing by the board minutes clerk seven (7) days prior to the board meeting date. The total time allotted to comments from the public regarding non-agenda items will not exceed fifteen (15) minutes.

XIV. **Vote to Adjourn**

This agenda was posted prior to 6:30p.m. on Friday, June 9, 2023 at the entrance of the Board of Education Room, located in the Dale C. Johnson Education Service Center, Owasso Public Schools, 1501 N. Ash, Owasso, Oklahoma.

OWASSO PUBLIC SCHOOL BOARD OF EDUCATION
Renae Klein, Clerk

Owasso Board of Education Regular Meeting
Monday, May 8, 2023 6:30 PM Central

Board of Education Room of the Dale C. Johnson Education Service Center
1501 N Ash St.
Owasso, Oklahoma 74055

I. **Call to Order and Roll Call**
Attendance Taken at 6:31 PM.

Brent England:	Present
Neal Kessler:	Present
Rhonda Mills:	Present
Stephanie Ruttman:	Present
Forrest Turpen:	Present

Present: 5.

II. **Special Recognition** - Ms. Lacy Hall, Abbie Miles, Haddon Stang, Matthew Jimenez, Oliver Petty, Jack Lane, Grayson Wright, Jagger Swindell and Harper Robinson

III. **Pledge of Allegiance**

IV. **Reports to the Board**

A. Superintendent - Dr. Margaret Coates
Dr. Coates gave a legislative update and encouraged advocacy by reaching out to our legislators. Owasso Education Foundation held the annual golf tournament fundraiser which was a big success and will provide funding for grants to teachers in the fall. She acknowledged Continuous Strategic Improvement stakeholders who were present.

B. Teaching and Learning - Mr. Mark Officer
Mr. Officer's team reported on our curriculum adoption for next year, which will include Elementary and Secondary English and Language Arts. State Special Olympics will be held in Stilwater on May 17-19. Fine Arts students will be performing in the Red Bud Days Festivities.

C. District Services - Mr. Kerwin Koerner
Mr. Koerner reported the Wellness Center remodel will begin the first week of June. The Track and Field update project is in the final stages of design. The wood for the new 7th Grade Center gymnasium floor has arrived and will be installed this summer. The next roofing replacement project will be the 8th Grade Center and the West Campus of the High School will be getting new carpeting this summer.

D. Continuous Strategic Improvement (CSI) - Ms. Sharon Dean (OU/K-20 Center)
Ms. Dean gave an overview of the Continuous Strategic Improvement plan for the next 5 years. Over the past nine months, the district has engaged in a transparent process to develop a five-year comprehensive plan that is stakeholder and data-driven. The plan emphasizes RAm Achievement and enrichment by engaging in initiatives that will advance student academic performance and elevate all students.

V. **Comments from the Public Regarding Agenda Items**
Each individual will have five (5) minutes to share their remarks related to the specific agenda

item identified by the individual when signing up to speak. The total time allotted to comments from the public regarding the agenda will not exceed fifteen (15) minutes.

Mr. Ron Causby spoke regarding agenda item IX. District Services A. Receive first draft reading of new Policy #3.26 Armed Campus Security Officers

VI. **Consent Agenda:** Board to consider and take possible action on the following consent agenda items. (Dr. Coates)
Motion to approve Consent Agenda items VI.A. through VI.G.ii with the exeception of item D.Vii which was moved to the general agenda. This motion, made by Neal Kessler and seconded by Forrest Turpen, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 5, Nay: 0

A. Minutes of April 17, 2023 Regular Meeting

B. Minutes of April 20, 2023 Special Meeting

C. Communications/Superintendent

i. Service Contract with Jentri Sinor Nutrition LLC as a sports nutrition consultant for the 2023-2024 school year at a cost of $6,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Service Contract

ii. Memorandum of Understanding with KCD Enterprises for live radio broadcast of athletic events for the 2023-2024 school year at a cost of $17,700, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

iii. Memorandum of Understanding with Gallagher Talent, LLC for providing advertising rights for the Owasso Sports Network webcasts and live radio broadcasts for the 2023-2024 school year, at a donation of 50% of the gross revenues of advertising generated by the broadcasts, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

iv. Memorandum of Understanding with Trinity Media Group, LLC dba Vype Oklahoma for media rights and usage on behalf of media advertisers and commercial sponsors for OPS for the 2023-2024 school year at a donation no less than $9,000 during the term and share revenue at 30% after the material costs are considered, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

D. Teaching and Learning

i. Out of State Student Activity Trips

ii. License agreement with Brain Pop for full access to supplemental digital curriculum modules for elementary students at our 9 elementary schools and the 6th Grade Center for

the 2023-2024 school year at a cost of $32,345.90, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

iii. Memorandum of Understanding with Oral Roberts University for their Teacher Education Program for the 2023- 2024 school year at a cost of $ 00.00, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

iv. License agreement with CodeHS for student access to computer science coding lessons for the Owasso High School, 6GC, 7GC and 8GC for the 2023-2024 through the 2025-2026 school year at a cost of $15,000 a year for a total of $45,000, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

v. Memorandum of Understanding with Horizon: Digitally Enhanced Campus for student access to Edgenuity curriculum content for the 2023-2024 school year at a cost of $51,000.00, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

vi. License agreement with NoRedInk for student access to writing and grammar curriculum for 6th - 12th grade for the 2023-2024 school year at a cost of $39,620.76, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

vii. License agreement with Synergy 1 Group, Inc for a Book Taco District Subscription for student seats to access books for the 2023-2024 school year at a cost of $32,237.78, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement
Motion to approve a license agreement with Synergy 1 Group, Inc for a Book Taco District Subscription for student seats to access books for the 2023-2024 school year at a cost of $32,237.78, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement. This motion, made by Neal Kessler and seconded by Stephanie Ruttman, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 5, Nay: 0

viii. License agreement with World Book for district access to Online World Book for the 2023-2024 school year at a cost of $8.643.60, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

ix. Memorandum of Understanding with Northeastern State University for counselor practical learning and experience for the 2023-2024 school year at no cost of none, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

x. Memorandum of Understanding with A New Leaf, Inc. to provide the Autism Works program for students at Owasso Public Schools for the 2023-2024 school year at no cost to

the District as outlined in the attachment and authorize the Superintendent or designee to execute the MOU

xi. Agreement with State of Oklahoma, Department of Rehabilitation Services, Transition School-To-Work: Work Study for the 2023-2024 school year at no cost to the District, as outlined in the attachment and authorize the Superintendent or designee to execute the Agreement

xii. Contract with Sebastian Lantos, LLC to provide Interpreting and Translating Services for the 2023-2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

xiii. Agreement with The University of Tulsa, to provide practicum setting in the interest of Speech-Language Pathology for the 2023-2024 school year at no cost to the District and authorize the Superintendent or designee to execute the Agreement

xiv. MOU with Southwestern Oklahoma State University School Psychology Program, to provide on-site school psychology experiences to candidates who are enrolled in the Educational Specialist Degree Program in School Psychology 2023-2024 school year at no cost to the District and authorize the Superintendent or designee to execute the MOU

xv. Contract with Superior Vision Consulting for the 2023-2024 school year at a cost outlined in the attachment and authorize the Superintendent or designee to execute the Contract

E. District Services

i. Memorandum of Understanding with Owasso Police Department for School Resource Officers for the 2023-2024 school year at a cost of $160,000, as outlined in the attachment and authorizing the Superintendent or designee to execute the Memorandum of Understanding

ii. Memmorandum of Understanding with Owasso Police Department for K-9 Narcotics Control for the 2023-2024 school year at a cost of $10,000, as outlined in the attachment and authorizing the Superintendent or designee to execute the Memorandum of Understanding

iii. Memorandum of Understanding with Youth Services of Tulsa for Substance Abuse Services for the 2023-2024 school year at a cost of $5,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Memorandum of Understanding

F. Finance

i. Purchase orders (encumbrances) and changes to encumbrances for April 2023
2022-2023 General Fund # 1362-1400 (Vendors) $158,699.27
2022-2023 General Fund Net Change Orders $4.96
2022-2023 Building Fund #93-94 (Vendors) $5,500.00
2022-2023 Bond Fund 31 #214-242 (Vendors) $2,143,003.38
2022-2023 Bond Fund 35 #19-20 (Vendors) $161,700.00
2022-2023 Bond Fund 39 #94-96 (Vendors) $104,725.00

ii. Activity Financial Report for April 2023

iii. Consession Contracts with Owasso Boosters for the rights to operate the Concession stand for the 2023-2024 school year at a cost of 10%of the Club's concession profits, as outlined in the attachment and authorize the Superintendent or designee to execute the Concession Contract

iv. Agreement with Oklahoma State School Board Association for Membership Dues for the 2023-2024 school year at a cost of $4,927.00, as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

v. Agreement with Oklahoma State School Board Association for Policy Subscription Services for the 2023-2024 school year at a cost of $1,000.00, as outlined in the attachment and authorize the Superintendent to execute the agreement

vi. Agreement with Municipal Accounting Systems for accounting software for the period July1, 2023 to June 20, 2024 at a cost of $41,275.80 as outlined in the attachment and authorize the Superintendent or designee to execute the agreement

G. Human Resources

i. Transitions

ii. Contract with OSSBA for Employment Services Program for the 2023-2024 school year at a cost of $ 4,025, as outlined in the attachment and authorize the Superintendent or designee to execute the Agreement

VII. **Communications/Superintendent** - Dr. Margaret Coates

A. Board to consider and take possible action on the five (5) year Continuous Strategic Improvement plan developed in collaboration with OSSBA, the K-20 Center, and Owasso Public Schools for school years 2023 - 2028 as outlined in the attachment and authorize the Superintendent or designee to execute and implement the CSI plan
Motion to approve the five (5) year Continuous Strategic Improvement plan developed in collaboration with OSSBA, the K-20 Center, and Owasso Public Schools for school years 2023 - 2028 as outlined in the attachment and authorize the Superintendent or designee to execute and implement the CSI plan. This motion, made by Forrest Turpen and seconded by Rhonda Mills, passed.

Brent England:	Abstain (With Conflict)
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 4, Nay: 0, Abstain (With Conflict): 1

VIII. **Teaching and Learning** -Mark Officer

A. Discussion regarding instructional materials to be purchased within the current adoption cycle. This year’s adoption cycle includes the following subject areas: Elementary English Language Arts, Secondary English Language Arts, and World Languages (Ashley Hearn)

IX. **District Services -** Kerwin Koerner

A. Receive first draft reading of new Policy #3.26 Armed Campus Security Officers

B. Board to review Policy # 5.59 Concussion Management Protocol for first reading. Edits, changes, and additions to the policy are outlined in the attachment

C. Board to consider and take possible action on a Contract with ECT for districtwide Heating, Ventilation and Air Conditioning Service for the 2023-2024 school year at a cost of $550,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract

Motion to approve a Contract with ECT for districtwide Heating, Ventilation and Air Conditioning Service for the 2023-2024 school year at a cost of $550,000, as outlined in the attachment and authorize the Superintendent or designee to execute the Contract. This motion, made by Rhonda Mills and seconded by Forrest Turpen, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 5, Nay: 0

D. Board to consider and take possible action on a contract with Nabholz Construction Corporation for construction management services for the Track remodel with Preconstruction Services of $12,500.00, and a set fee of 4% of work after the Guaranteed Maximum Price (GMP) is set, as outlined in the attachment and authorize the Superintendent or designee to execute the contract

Motion to approve a contract with Nabholz Construction Corporation for construction management services for the Track remodel with Preconstruction Services of $12,500.00, and a set fee of 4% of work after the Guaranteed Maximum Price (GMP) is set, as outlined in the attachment and authorize the Superintendent or designee to execute the contract. This motion, made by Neal Kessler and seconded by Stephanie Ruttman, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 5, Nay: 0

X. **Finance** - Phillip Storm

A. Board to consider and take possible action on the Treasurer's Report for April 2023

Motion to approve the Treasurer's Report for April 2023. This motion, made by Forrest Turpen and seconded by Stephanie Ruttman, passed.

Brent England:	Yea
Neal Kessler:	Yea

Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

B. Board to consider and take possible action on the revised Support Salary Scale to add a scale for Security Officers
Motion to approve the revised Support Salary Scale to add a scale for Security Officers. This motion, made by Stephanie Ruttman and seconded by Rhonda Mills, passed.

Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

C. Board to consider and take possible action on the temporary appropriations for Fiscal Year 2023-24 as outlined in the attachment
Motion to approve the temporary appropriations for Fiscal Year 2023-24 as outlined in the attachment. This motion, made by Neal Kessler and seconded by Forrest Turpen, passed.

Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

XI. **Human Resources** - Lisa Johnson

A. Board to consider and take possible action on the MOU with the Owasso Education Association for an adjustment to the extra duty stipend addendum of the negotiated agreement for the 2023- 2024 school year at a cost of $23,200, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU
Motion to approve the MOU with the Owasso Education Association for an adjustment to the extra duty stipend addendum of the negotiated agreement for the 2023- 2024 school year at a cost of $23,200, as outlined in the attachment and authorize the Superintendent or designee to execute the MOU. This motion, made by Stephanie Ruttman and seconded by Rhonda Mills, passed.

Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

B. Board to consider and take possible action on a resignation agreement between the District and teacher Gregory Yankey and to authorize the Board President to execute the resignation agreement on behalf of the district

Motion to approve the resignation agreement between the District and teacher Gregory Yankey and to authorize the Board President to execute the resignation agreement on behalf of the district. This motion, made by Forrest Turpen and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 5, Nay: 0

XII. **Executive Session**

A. Vote to convene into executive session for the purpose of discussing the hiring of one assistant principal for the 6th Grade Center, two assistant principals for the 7th Grade Center, and one assistant principal for the 8th Grade Center as authorized by Okla.Stat.Tit.25§307(B)(1)

Motion at 8:01p.m. to convene into executive session for the purpose of discussing the hiring of one assistant principal for the 6GC, two assistant principals for the 7GC, and one assistant principal for the 8GC as authorized by Okla.Stat.Tit.25§307(B)(1). This motion, made by Stephanie Ruttman and seconded by Neal Kessler, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 5, Nay: 0

B. Acknowledge return to Open Session

Acknowledge return to Open Session at 8:15p.m.

C. Statement of Executive Session Minutes

During the executive session, the members of the Board of Education who were present were Brent England, Frosty Turpen, Neal Kessler, Stephanie Ruttman and Rhonda Mills. Also present during the executive session was Dr. Margaret Coates, Mr. Mark Officer. During the executive session, the board members discussed the hiring of one assistant principal for the 6th Grade Center, two assistant principals for the 7th Grade Center, and one assistant principal for the 8th Grade Center. Nothing else was discussed and no votes were taken. This will constitute the minutes of the executive session.

XIII. Board to consider and take possible action to hire an individual as assistant principal for the 6th Grade Center

Motion to hire Mr. Kelly Murphy as the assistant principal for the 6th Grade Center. This motion, made by Forrest Turpen and seconded by Rhonda Mills, passed.

Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

XIV. Board to consider and take possible action to hire an individual as an assistant principal at the 7Grade Center

Motion to hire Ms. Amber McMath as an assistant principal at the 7th Grade Center. This motion, made by Neal Kessler and seconded by Forrest Turpen, passed.

Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

XV. Board to consider and take possible action to hire an individual as an assistant principal at the 7th Grade Center

Motion to hire Mr. Mitchell Haun as an assistant principal at the 7th Grade Center. This motion, made by Rhonda Mills and seconded by Stephanie Ruttman, passed.

Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

XVI. Board to consider and take possible action to hire an individual as an assistant principal at the 8th Grade Center

Motion to hire Ms. Danielle Petty as an assistant principal at the 8th Grade Center. This motion, made by Stephanie Ruttman and seconded by Neal Kessler, passed.

Brent England: Yea
Neal Kessler: Yea
Rhonda Mills: Yea
Stephanie Ruttman: Yea
Forrest Turpen: Yea
Yea: 5, Nay: 0

XVII. **New Business**

There was no new business.

XVIII. **Comments from the Public Regarding Non-Agenda Items**
Each individual will have five (5) minutes to share their remarks related to the specific non-agenda item received in writing by the board minutes clerk seven (7) days prior to the board meeting date. The total time allotted to comments from the public regarding non-agenda items will not exceed fifteen (15) minutes.

A. Mr. Tim Reiland
Mr. Reiland addressed the board regarding changes.

XIX. **Vote to Adjourn**
Motion to adjourn at 8:25 p.m. This motion, made by Forrest Turpen and seconded by Stephanie Ruttman, passed.

Brent England:	Yea
Neal Kessler:	Yea
Rhonda Mills:	Yea
Stephanie Ruttman:	Yea
Forrest Turpen:	Yea

Yea: 5, Nay: 0

Oklahoma State School Boards Assn.
2801 N. Lincoln Blvd. Suite 125
Oklahoma City, OK 73105
405.528.3571 or 888.528.3571
Fax: 405.609.3091
EIN: 73-6636480

Invoice	20836
Date	7/15/2023
Page	1
Amount Due	$3,000.00
Customer #	6767

To pay online via credit card please visit: **www.ossba.org/payonline**

Customer:

Owasso Public Schools
1501 North Ash Street
Owasso OK 74055

For proper credit please return top portion

Customer ID	Customer Name	Purchase Order No.		Due Date	
6767	Owasso Public Schools			7/15/2023	
Item Number	**Description**	**Ordered**	**Discount**	**Unit Price**	**Ext. Price**
3502	Assemble Annual Subscription through June 30, 2024	1	$0.00	$3,000.00	$3,000.00

OK to pay: Margaret Bates

Subtotal	$3,000.00
Tax	$0.00
Total	$3,000.00

Questions? Contact accounting@ossba.org

Edlio LLC

Proposal

Quote Date	5/15/2023	Quote Number	00018877
Expiration Date	7/2/2023		

Prepared For:		**Prepared By:**	
Account Name	Owasso Public Schools	Prepared By	Darius Johnson
Billing Address	1501 N Ash St. Owasso, Oklahoma 74055 United States	Phone	(318) 303-4610
		Email	darius@edlio.com

Product	Quantity	Sales Price	Discount	Total Price
Edlio Website CMS: District Wide Solution (Annual Fee)	1.00	USD 14,600.00		USD 14,600.00
SIS PowerSchool (Annual Fee)	1.00	USD 1,460.00	100.00%	USD 0.00

Grand Total	USD 14,600.00
Annual Fees	USD 14,600.00

No of Websites 15

Additional Notes Owasso Public Schools | 1-Year Renewal 2023 - 2024

INVOICING:

Grand Total is not due all at once.

An annual invoice for $14,600 will be sent about 90 days before 7/1.

CONTRACT DATES:
7/1/23 - 6/30/24

SAVINGS
SIS Integration (PowerSchool): $1,460

POC:
Jordan Korphage
jordan.korphage@owassops.org

Terms and Conditions

HOSTING:

- Cloud-based, fully-supervised, secure website hosting is included with Edlio CMS.

Initial:

TECHNICAL SUPPORT:

- We offer ongoing, unlimited technical support to all staff members in your organization.
- NOTE: Online and phone Technical Support will not be available until the site(s) are launched.

ADD-ONS:

- Forms with e-commerce functionality is included. When used, an Edlio PAY merchant account is required. Transaction fees apply with additional documentation.

Agreement

Contract Length in Years 1

By signing below, I acknowledge that this is an annual subscription and my organization is liable for payment for the full contract length specified above. If my organization received a discount and cancels before the end of the contract, we are liable for the non-discounted amount for the remainder of the full contract length. This includes any discounted setup fees. If my organization opted for a prorated term, I understand that we are also liable for that prorated amount.

I understand that we are liable for the first year's payment and one-time fees upon receipt of invoice. Annual invoices will be sent out up to 90 days before the anniversary date to allow sufficient time for your organization to submit payment no later than the 1st day of the annual subscription period.

I understand and agree to the terms laid out above.

Signature:

Name:

Date:

Billing Point of Contact

Name:
Email:

June 2023 Overnight/Out of State Student Activity Requests

- **April 17-22, 2024 - Choir Trip-Carnival Cruise to Cozumel - Galveston, TX and Cozumel**

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

PHYSICAL THERAPY SERVICES

This Contract, entered into this 1st day of July 2023 by and between Owasso Public Schools (the Agency) and Rhonda McAlister, P.T./Integrative Physical Therapy P.C. (The Therapy Provider(s) affirms that:

WHEREAS, the AGENCY has determined that it is necessary to retain the services of a qualified Physical Therapist (PT), registered by the American Physical Therapy Association and licensed by the Oklahoma State Board of Medical Licensure and Supervision for consultation and/or treatment of students in the **Agency's** school district;

WHEREAS, the above-named individual(s) are duly qualified to perform these services;

NOW, THEREFORE, the parties agree as follows:

1. The THERAPY PROVIDER(S) shall perform any or all of the following services as requested by the AGENCY;
    a. Evaluate each referred student, formally or informally;
    b. Provide recommendations for IEP goals, individual or group therapy, teletherapy, as deemed necessary;
    c. Determine specific therapeutic needs, plan and provide appropriate physical therapy utilizing sensorimotor activities, therapeutic exercises, mobility training, self-help skills, and use of special adaptive equipment;
    d. Participate in AGENCY planning meetings, such as Educational Team Conferences, Individualized Educational Plan Meetings, staffings, or other meetings as mutually agreed upon by both parties of the contract;
    e. Orient, train, and supervise professional and nonprofessional staff in treatment methods as they relate to the educational setting;
    f. Assess, modify, and improve each individualized physical therapy program as the client changes and his/her needs change;
    g. Provide periodic verbal and written reports to the AGENCY;
    h. Provide in-service training for staff and families upon request of the AGENCY;
    i. Provide other services as may be mutually agreed upon by both parties of this contract.
2. As mandated by state and federal law, the THERAPY PROVIDER(S) will provide input for IEP goals / objectives related to physical therapy needs for each student receiving services, Furthermore, the THERAPY PROVIDER(S) will maintain treatment records. Informal assessment of progress on IEP goals will be ongoing with IEP goals revised annually, or more often if deemed necessary. Participation in IEP meetings and parent conferences is considered essential for provision of services, when possible.
3. The THERAPY PROVIDER(S) shall perform these services for students referred by the AGENCY. The need for ongoing Physical Therapy Services for the referred student shall be determined jointly by the THERAPY PROVIDER(S) and the AGENCY'S school team.
4. The AGENCY shall obtain appropriate educational and medical information on referred students.
5. The specific recommendations given by the THERAPY PROVIDER(S) for any student shall not be used in the school or home program of any other student unless advice concerning such action is first obtained from the THERAPY PROVIDER(S).
6. In the event that the AGENCY'S need for Physical Therapy services increases during the contract period and the THERAPY PROVIDER(S) is/are able to provide the additional services, the THERAPY PROVIDER(S) contract will be amended per School Board approval. The THERAPY PROVIDER(S) will invoice the AGENCY monthly for additional time at the same hourly rate as listed on the current contract. If the THERAPY PROVIDER(S) is/are unable to provide additional services, the AGENCY is free to contract or employ a Physical Therapist for the additional hours needed.
7. The AGENCY shall monitor the services of the THERAPY PROVIDER(S) through regular meetings or telephone Conferences with the THERAPY PROVIDER(S) and/or the AGENCY personnel.

8. The **AGENCY** agrees to pay the **THERAPY PROVIDER(S)** at a rate of $ 55.00 per hour, for 22 hours weekly for 35 weeks or 770 total hours for a Physical Therapist (PT) and $ 50.00 per hour for 57 hours weekly for 34 weeks or 1938 total hours for a Physical Therapy Assistant (PTA) for a total contract price not to exceed $ 139.300.00 for all Services delivered under the terms of this contract during the period of July 1, 2023, thru June 30, 2024. No charges will be made for mileage reimbursement. The **THERAPY PROVIDER(S)** will be allowed, with no financial penalty, three (3) sick days leave and two (2) professional days. Professional days will be approved in advance by the Director of Special Services. Each Provider will log their sick leave and two professional days. The parties agree that inclusive within this contract fee are:

   a. All therapy services previously outlined, travel time between schools in the AGENCY'S district, related administrative and record-keeping duties deemed necessary by the THERAPY PROVIDER for adequate delivery of service to the AGENCY.

      1. Services will begin on July 18, 2022, and shall extend through June 30, 2023, or the last day of school whichever comes first. Excluded are holidays and school breaks.
      2. In the event of student absences, distance learning, or cancellation of Physical TherapyServices by the AGENCY, except regularly scheduled school holidays and breaks, the THERAPY PROVIDER(S) will utilize this time to work on related matters to the AGENCY'S students, i.e. classroom or teacher consultation, teletherapy, chart review, classroom or home program, etc.
      3. In the event of absences or cancellation of Physical Therapy Services by the THERAPY PROVIDER(S), except regularly scheduled school holidays and breaks, the THERAPY PROVIDER(S) will make up the day(s) absent, will have an adjustment made by salary deduction, or provide a qualified substitute.
      4. The THERAPY PROVIDER(S) will maintain records of all time spent providing Physical Therapy Services. Monthly Service Logs must be signed and submitted to the Office of Special Services by no later than the 5th day of each working month.
      5. The THERAPY PROVIDER(S) will furnish Certificates of Professional Liability Insurance coverage which will be kept enforced during the terms of this contract. In addition to such insurance, the THERAPY PROVIDER(S) agrees to indemnify and hold District and its agents, employees, and officers harmless against claims, demands, or action against District arising from the services provided.

   b. Physical Therapy services will be provided at the AGENCY's schools, and the AGENCY will provide adequate space for the implementation of physical therapy services, except during the event of mandated distance learning by the AGENCY, at which time physical therapy services provision and/or consultation will be provided through teletherapy, email, phone, or text.

9. The AGENCY represents that it has the funds for fulfillment of this contract and will pay all fees as follows:

   a. The THERAPY PROVIDER(S) will submit monthly invoices and monthly Physical Therapy Service Logs/ Documentation **by no later than the 5th day** of each working month.
   b. The AGENCY will make 10 payments not to exceed $ 13,930.00 and any additional invoiced amounts not to exceed $ 2,000.00 during the period of July 1, 2023, through June 30, 2024. The total payments shall not exceed $141,300.00 per contract period. Payments are to be made no later than the 1st day following monthly Board of Education meetings, commencing September 1, 2023, and continuing each month thereafter through May 31, 2024 or following June 2024 BOE Meeting.

10. The date of execution of this contract need not correspond to the effective dates, but the effective dates shall be controlling and shall be the commencement and termination dates.

11. This contract shall become effective on July 1, 2023, and shall terminate on June 30, 2024.

The Contract for Physical Therapy Service is acceptable. I/We agree to provide the services as outlined in the contract.

Rhonda McAllister, PT — 4/25/2023

PHYSICAL THERAPIST, INTEGRATIVE PHYSICAL THERAPY — DATE

Oklahoma License #PT 1607

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

PRESIDENT, BOARD OF EDUCATION — DATE — CLERK, BOARD OF EDUCATION — DATE

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

OCCUPATIONAL THERAPY SERVICES

This Contract, entered into this 1st day of July, 2023 by and between Owasso Public Schools (the Agency) and Stephanie Kuykendall, O.T., Function 1st Therapies (The Therapy Provider(s) affirms that:

WHEREAS, the AGENCY has determined that it is necessary to retain the services of a qualified Occupational Therapist (OT/L) licensed by the Oklahoma State Board of Medical Licensure and Supervision and/or an Occupational Therapy Assistant (OTA) for consultation and/or treatment of students in the **Agency's** school district;

WHEREAS, the above named individual(s) are duly qualified to perform these services;

NOW, THEREFORE, the parties agree as follows:

1. The THERAPY PROVIDER(S) shall perform any or all of the following services, as requested by the AGENCY:

   A. evaluate each referred student, formally or informally;
   B. provide recommendations for IEP goals, individual or group therapy, as deemed necessary;
   C. determine specific therapeutic needs, plan and provide appropriate occupational therapy utilizing sensorimotor activities, therapeutic exercises, mobility training, self-help skills, and use of special adaptive equipment;
   D. participate in AGENCY planning meetings, such as Educational Team Conferences, Individualized Educational Plan Meetings, staffings, or other meetings as mutually agreed upon by both parties of the contract;
   E. orient, train, and supervise professional and nonprofessional staff in treatment methods as they relate to the educational setting;
   F. assess, modify, and improve each individualized occupational therapy program as the client changes and his/her needs change;
   G. provide periodic verbal and written reports to the **AGENCY**;
   H. provide in-service training for staff and families upon request of the **AGENCY**;
   I. provide other services as may be mutually agreed upon by both parties of this contract.

2. As mandated by state and federal law, the **THERAPY PROVIDER**(S) will provide input for IEP goals / objectives related to occupational therapy needs for each student receiving services. Furthermore, the **THERAPY PROVIDER(S**) will maintain treatment records. Informal assessment of progress on IEP goals will be ongoing with IEP goals revised annually, or more often if deemed necessary. Participation in IEP meetings and parent conferences is considered essential for provision of services, when possible.

3. The **THERAPY PROVIDER(S**) shall perform these services for students referred by the **AGENCY**. The need for ongoing Occupational Therapy services for the referred student shall be determined jointly by the **THERAPY PROVIDER(S)** and the **AGENCY'S** school team.

4. The **AGENCY** shall obtain appropriate educational and medical information on referred students.

5. The specific recommendations given by the **THERAPY PROVIDER(S)** for any student shall not be used in the school or home program of any other student unless advice concerning such action is first obtained from the **THERAPY PROVIDER(S).**

6. In the event that the **AGENCY'S** need for Occupational Therapy services increases during the contract period and the **THERAPY PROVIDER(S**) is/are able to provide the additional services, the **THERAPY PROVIDER(S)** contract will be amended per School Board approval. The **Therapy Provider(s)** will invoice the **AGENCY** monthly for additional time at the same hourly rate as listed on the current contract. If the **THERAPY PROVIDER(S)** is/are unable to provide the additional services, the **AGENCY** is free to contract or employ an Occupational Therapist for the additional hours needed.

7. The **AGENCY** shall monitor the services of the **THERAPY PROVIDER(S)** through regular meetings or telephone conferences with the **THERAPY PROVIDER(S)** and/or with **AGENCY** personnel.

8. The **AGENCY** agrees to pay the **THERAPY PROVIDER(S)** at a rate of $ 55.00 per hour, for 15 hours weekly for 35 weeks or
525 total hours for an Occupational Therapist (OT) and $ 50.00 per hour for 42 hours weekly for 34 weeks or 1428 total hours for a Certified Occupational Therapy Assistant (COTA) for a total contract price not to exceed $ 100,275.00 for all Services delivered under the terms of this contract during the period of July 1, 2023 thru June 30, 2024. No charges will be made for mileage reimbursement. The **THERAPY PROVIDER(S)** will be allowed, with no financial penalty, three (3) sick days leave and two (2) professional days. Professional days will be approved in advance by the Director of Special Services. Each provider will log their sick days and/or professional days. The parties agree that inclusive within this contract fee are:
   A. All therapy services previously outlined, travel time between schools in the **AGENCY'S** district, related administrative and record-keeping duties deemed necessary by the **THERAPY PROVIDER** for adequate delivery of service to the **AGENCY**.
      1. Services will begin on July 1, 2023 and shall extend through June 30, 2024, or the last day of school, whichever is first. Excluded are holidays and school breaks.
      2. In the event of student absences, distance learning or cancellation of Occupational Therapy Services by the **AGENCY**, except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will utilize this time to work on related matters to the **AGENCY'S** students, i.e.: classroom or teacher consultation, chart review, classroom or home program, etc.
      3. In the event of absences or cancellation of Occupational Therapy Services by the **THERAPY PROVIDER(S),** except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will make up the day(s) absent, will have an adjustment made by salary deduction, or provide a qualified substitute.
      4. The **THERAPY PROVIDER(S)** will maintain records of all time spent providing Occupational Therapy Services. Monthly Service Logs must be signed and submitted to the Office of Special Services by **no later than the 5th day** of each working month.
      5. The **THERAPY PROVIDER(S)** will furnish Certificates of Professional Liability Insurance coverage which will be kept enforced during the terms of this contract. In addition to such insurance, the **THERAPY PROVIDER(S)** agrees to indemnify and hold District and its agents, employees, and officers harmless against claims, demands, or action against District arising from the services provided.
   B. Occupational Therapy services will be provided at the **AGENCY'S** schools, and the **AGENCY** will provide adequate space for the implementation of occupational therapy services except during the event of mandated distance learning by the **AGENCY**, at which time occupational therapy service provision and/or consultation will be provided through teletherapy, email, phone, or text.

9. The **AGENCY** represents that it has the funds for fulfillment of this contract and will pay all fees as follows:
   A. The **THERAPY PROVIDER(S)** will submit monthly invoices and Occupational Therapy Service logs and Documentation.
   B. The **AGENCY** will make 10 payments not to exceed $ 10,027.50 and any additional invoiced amounts not to exceed $ 1,000.00 during the period of July 1, 2023 through June 30, 2024. The total payments shall not exceed $ 101,275.00 per contract period. Payments are to be made no later than the 1st day following monthly Board of Education meetings, commencing September 1, 2023 and continuing each month thereafter through May 31, 2024 or following June, 2024 BOE Meeting.

10. The date of execution of this contract need not correspond to the effective dates, but the effective dates shall be controlling and shall be the commencement and termination dates.

11. This contract shall become effective on July 1, 2023 and shall terminate on June 30, 2024. .

The Contract for Occupational Therapy Services is acceptable. I/We agree to provide the services as outlined in the contract.

OTR/L, MS-MFT _____ 5-15-2023

OCCUPATIONAL THERAPIST DATE DATE

Oklahoma License #OT 753

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

ATTEST:

_____ _____

President, Board of Education Date Clerk, Board of Education Date

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

This Contract is entered into on the 8th day of May 2023 by and between Sherry Hutchinson and Owasso Public Schools, hereinafter referred to as Sherry Hutchinson and District, respectively, for the provision of consultation and treatment of students.

I. AGREEMENT

A. Sherry Hutchinson agrees to provide consultations and other services mutually agreed upon under the terms described herein.
B. District represents that it has funds available and shall be responsible for all service fees as identified in the applicable statement(s) of work as those services are provided.

II. SERVICE AND PAYMENT TERMS

A. This contract shall be in force from July 1, 2023, until June 30, 2024, unless voided by noncompliance or mutual agreement. Services not delivered due to illness, weather, professional meetings, or circumstances beyond either party's control shall not be deemed non-compliant. Either party may terminate this contract with a thirty (30) day notice.
B. Sherry Hutchinson represents that she is a certified teacher for Deaf/Hard of Hearing students and shall maintain such certification for the duration of this agreement.
C. Sherry Hutchinson agrees to provide diagnostic, evaluative, and therapeutic services to Hearing Impaired students as requested by the District.
D. Sherry Hutchinson shall provide those services consistent with the goals and objectives outlined in students' Individualized Education Program (IEP) and in accordance with Federal and State laws regarding students with disabilities.
E. District agrees to pay Sherry Hutchinson $ 50.00 per hour for all services rendered.
F. Sherry Hutchinson will submit monthly invoices and documentation of services provided to the District before the 5th of each month so that the District may review and approve, if appropriate, payment of the invoice at the District's regular Board meeting.

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

IN WITNESS WHEREOF, the parties have executed this Contract as of the date first written above.

Sherry Hutchinson — 5/10/2023

SHERRY HUTCHINSON, HEARING IMPAIRED CONSULTANT **DATE**

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

PRESIDENT, BOARD OF EDUCATION **DATE** **CLERK, BOARD OF EDUCATION** **DATE**

Memorandum of Understanding
Between
Owasso Public Schools
And
Oklahoma Baptist University

Effective Academic Year: 2023 - 2024

Owasso Public Schools
and
Oklahoma Baptist University (McCabe Family School of Education)

This document is an agreement between Oklahoma Baptist University (OBU) and Owasso Public Schools (OPS). It is designed to create a partnership whereby OBU places teacher education candidates within designated school sites for field experiences.

_____	Liz Justice _____
District Representative	Dr. Liz Justice, Director OBU –Teacher Education
_____	Apr 10, 2023 _____
Date	Date
_____	Larinee Dennis _____
District Representative	Dr. Larinee Dennis, Dean OBU
_____	Apr 10, 2023 _____
Date	Date

PROGRAM AGREEMENT

This Affiliation Agreement is made and entered into for the 23-24 academic year, by and between Oklahoma Baptist University and Owasso Public Schools ("the district").

I. PURPOSE

The purpose of this Agreement is to provide educational field and clinical experiences ("educational experience(s)") for the School's selected students ("Candidates"), which take place at OPS facilities and with OPS's cooperation and participation.

II. OBU's RESPONSIBILITIES

A. OBU shall retain responsibility for coordinating teacher candidate's educational experiences as well as responsibility for administering appropriate disciplinary action to Students who fail to adhere to the district policies, regulations and practices.
B. OBU shall designate an administrator or instructor to serve as a liaison and to facilitate communication between OBU, the district, and the teacher candidate.
C. OBU will work with the district/school sites to plan, in advance, the schedule of student assignments, including dates and content areas.
D. During the term of student teaching OBU shall secure and maintain general and professional liability insurance for the student teachers. Upon the request of the district, the teacher candidate shall provide the district with certificates of insurance evidencing compliance with this provision.
E. At no time shall teacher candidates be considered employees or agents of the district.
F. OBU agrees to notify Students that they are responsible for following the policies and regulations of the district.
G. OBU shall certify that all teacher candidates and any designated OBU affiliated employees/agents, who will have direct contact with students on district property during regular business hours or during district-sponsored activities, have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.
H. By its acceptance of this Agreement OBU acknowledges that teacher candidates must comply with the Family Educational Rights and Privacy Act ("FERPA"). OBU acknowledges and understands that, in the course of providing educational experiences to Students under this Agreement, the district may provide Students with access to individual student educational records, as the term in defined in FERPA ("Individual Student Records"). As such, OBU agrees that Students and its employees, volunteers, agents or other affiliated parties shall be made aware of their obligations to comply with FERPA with regard to Individual Student Records. Accordingly, OBU agrees that its Students and employees, volunteers, agents or other affiliated parties will maintain strict confidentiality of information contained in Individual Student Records and will not disclose any such information to third parties unless specifically authorized by the district or the individual student's parent or legal guardian in writing.

I. OBU shall verify that all teacher candidates have completed any and all background and health screenings prior to reporting for the educational experience.
J. OBU shall, at the request of the district, remove any teacher candidate from participation in an educational experience established pursuant to this Agreement.

. District's RESPONSIBILITIES

. The district shall provide adequate classroom facilities, staffing, materials and necessary access to facilities for completion of the teacher candidate's educational experiences.
. The district shall maintain sole responsibility for the instruction, education and welfare of its pupils.
. The district shall retain the right, in its sole discretion, to request the removal of any individual teacher candidate from the program.
. The district shall provide to OBU and the teacher candidate copies of district policies, procedures and other relevant materials that it would like brought to the attention of the teacher candidate
. The district shall keep confidential all personally identifiable information about the teacher candidate participating in an educational experience pursuant to this Agreement.
. The district shall provide each teacher candidate with a Cooperating Teacher/Mentor who holds appropriate credentials and has accepted the responsibility of serving as a Cooperating Teacher/Mentor.
. The district's Cooperating Teachers/Mentors will work with the teacher candidate and OBU liaison or other site supervisor designated by OBU to provide evaluation and feedback concerning the Student's progress. All Cooperating Teachers/Mentors will immediately inform the liaison or designated supervisor of any concerns regarding a teacher candidate.

. GENERAL PROVISIONS

. OBU and the district agree that all teacher candidates will adhere to all School Board policies, rules, regulations, and standards applicable to OBU and the district, including the rules of ethical and professional conduct as set forth in OBU's and the district's policies, procedures, standards of care, and protocols.
. This Agreement is for the term of 2023 - 2024, beginning on August 1. This Agreement shall remain in effect until it is cancelled at any time by either OBU or the district.

MOU for Owasso Public Schools

Final Audit Report 2023-04-10

Created:	2023-04-10
By:	Kellie Young (kellie.young@okbu.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAnSEPp24SHAHc58cpzHbdHqywFhxj6Hmi

"MOU for Owasso Public Schools" History

Document created by Kellie Young (kellie.young@okbu.edu)
2023-04-10 - 3:30:37 PM GMT- IP address: 164.58.89.3

Document emailed to Liz Justice (elizabeth.justice@okbu.edu) for signature
2023-04-10 - 3:31:15 PM GMT

Email viewed by Liz Justice (elizabeth.justice@okbu.edu)
2023-04-10 - 8:26:25 PM GMT- IP address: 164.58.89.3

Document e-signed by Liz Justice (elizabeth.justice@okbu.edu)
Signature Date: 2023-04-10 - 8:26:33 PM GMT - Time Source: server- IP address: 164.58.89.3

Document emailed to Larinee Dennis (larinee.dennis@okbu.edu) for signature
2023-04-10 - 8:26:34 PM GMT

Email viewed by Larinee Dennis (larinee.dennis@okbu.edu)
2023-04-10 - 8:26:52 PM GMT- IP address: 164.58.89.2

Document e-signed by Larinee Dennis (larinee.dennis@okbu.edu)
Signature Date: 2023-04-10 - 9:13:49 PM GMT - Time Source: server- IP address: 164.58.89.2

Agreement completed.
2023-04-10 - 9:13:49 PM GMT

Names and email addresses are entered into the Acrobat Sign service by Acrobat Sign users and are unverified unless otherwise noted.

MEMORANDUM OF UNDERSTANDING
BETWEEN CAMERON UNIVERSITY AND OWASSO PUBLIC SCHOOLS
FOR THE CONDUCT OF CLINICAL FIELD EXPERIENCES FOR CANDIDATES
IN EDUCATOR PREPARATION PROGRAMS

THIS AGREEMENT is between Cameron University Educator Preparation, hereinafter referred to as the "University," and Owasso Public Schools, hereinafter referred to as the "District." It is understood that the participating institutions will cooperate in the conduct of educational activities as described below.

PURPOSE OF AGREEMENT
This agreement provides the terms under which the District will provide an on-site educational experiences to candidates who are enrolled in educator preparation courses. Such experiences may range from classroom observations to practicum experiences to student teaching.

SCOPE OF THE PROGRAM
The University makes no agreement to provide any specified number of students to the program at the District and the District makes no agreement to accept a specified number from the University.

THE UNIVERSITY AGREES TO:

1. Recommend for placement in the on-site education program of the District only those students who have earned a satisfactory record and have met the minimum requirements established by the University in the Educator Preparation program.

2. Provide the District with copies of policies and requirements related to field experiences and student teaching.

3. Appoint a representative of the University to communicate with the site supervisor and interns, in the case of student teaching, to assist in the supervision and evaluation of the student teaching experience.

4. Have a representative(s) of the University available to the District for assistance and consultation as the need arises and when possible.

5. Advise students of their responsibilities regarding participation in the on-site education process, including professional conduct and following rules and standards set by the District and University.

6. The University assumes no liability for the actions taken by the students in training during

the time that they participate in field experiences at the District.

7. The University recognizes the District's interest in providing the most secure environment possible for the District's students; therefore, the University agrees it will act under this Agreement in compliance with 70 O.S. §6-101.48. Specifically, the University will not permit any candidate under its authority to come on to school premises for any activity covered by this Agreement if that person is currently registered or required to register under the Oklahoma Sex Offenders Registration Act or has been convicted in this state, the United States, or another state of a felony offense unless ten (10) years has elapsed since the date of the criminal conviction.

8. The University agrees to protect the privacy of District student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as Amended (FERPA), and to educate the University's candidates on the requirement to protect District student information.

THE DISTRICT AGREES TO:

1. Provide an on-site experience, which is pertinent and meaningful, for students enrolled in educator preparation at the University.

2. Provide quality supervision of the student(s) in the on-site education program.

3. Keep the University informed regarding the performance of candidates and to notify and consult with the University any time the student is not meeting expectations or maintaining satisfactory progress.

THE UNIVERSITY AND THE DISTRICT JOINTLY AGREE:

1. In compliance with federal law, including the provisions of Title IX of the Education Amendment of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, the parties hereto will not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military service in its administration of its policies, programs, or activities; its admissions policies; other programs; or employment.

2. That, in the case of student teaching, there will be meetings of representatives of both the University and the District as often as such meetings are needed to coordinate and improve the program, and at the convenience of both parties.

3. That there will be on-going, open communication between the University and the District to insure understanding of the expectations and the roles of both institutions in providing on-site experience for students.

4. That either the University or the District may drop a student enrolled in the program, if, in the opinion of either party, the student is not making satisfactory progress in the program. Any student who does not satisfactorily complete the program or any portion thereof may repeat the course at the same District only with the written approval of both the District and the University.

TERM OF AGREEMENT, MODIFICATION, TERMINATION:
This Agreement shall be effective when executed by both parties and shall remain in effect for a period of three (3) years from date of inception. After the initial period, this agreement may be renewed by mutual agreement of both parties. This agreement may be revised or modified by written amendment when both parties agree to such amendment. This Agreement may be terminated without cause by ninety (90) days written notice from either party to the other.

AGREED:

On behalf of OWASSO PUBLIC SCHOOLS	On behalf of CAMERON UNIVERSITY—EDUCATOR PREPARATION
_____	_____
Signature	Signature
_____	**Christopher Keller**
Name	Name
_____	**Director of Educator Preparation**
Title	Title
_____	**March 1, 2023**
Date	Date

Contract for Educational Services
Tulsa Tech Career Academy Program (TTCA)
(A Dropout Recovery / Dropout Prevention Program)
or
Tulsa Tech Aerospace Academy Program (TTAA)
FY2023-2024

I. **The Parties:** This document constitutes an agreement between Tulsa County Technology Center School District No. 18 of Tulsa County d/b/a Tulsa Technology Center (Tulsa Tech) and Independent School District of Tulsa County d/b/a Owasso Public Schools (School District).

II. **Program Mission/Goals:** The goal of the Tulsa Tech Career Academy Program (TTCA) and the Tulsa Tech Aerospace Academy Program is to prepare students for the world of work by providing an opportunity to earn a high school diploma and obtain occupational training and employability skills. This is accomplished through a cooperative agreement with School District.

III. **Tulsa Tech's Obligations:**

a. Provide quality educational/occupational services to eligible students as space is available (primarily at the Lemley Tulsa Tech Campus or the Riverside Campus – dependent upon the program), that meet the requirements of the Oklahoma State Department of Education (OSDE). Only students who qualify for ADM reimbursement are eligible to be enrolled in a Program.

b. Work with School District to identify and recommend students for enrollment who desire to earn both high school credits and complete a career major(s). Reports and updates for any student enrolled by Tulsa Tech will be given to the School District's designee, and the TTCA Advisory Committee for the Career Academy or the Aerospace Advisory Committee for the TTAA Program.

c. Administer an assessment to all students consisting of basic academic skills and career interest as part of the enrollment process.

d. Meet on a regular basis with selected School District personnel for coordination and information purposes.

e. Provide instructional services in alignment with the Tulsa Tech school calendar.

f. Provide individualized career plans (ICP) for each student, as developed with designated School District liaison, based on the credits each student needs to graduate.

g. Provide transportation for those students who meet Tulsa Tech's guidelines for transportation services.

h. Furnish required Program material and supplies.

i. Provide Certification of Completion for successful completion of a career major.

j. Schedule end of Instruction (EOI) testing to be provided by School District personnel for students as required in cooperation with School District's Student Services Department.

k. Promptly advise School District of students who may have out-of-date or expired IEP's or who may need evaluation for possible special education services.

l. Provide students with the opportunity to meet the graduation requirements for high school completion as established by the OSDE.

m. Maintain, to the extent possible, a maximum student to teacher ratio of 1 to 15 in the academic classes.

n. Report attendance electronically to School District on a monthly basis.

o. Submit completion of coursework and grades electronically on a quarterly basis to District for recording on the student's transcript/permanent record.

p. Provide lunches for eligible students in a manner and pursuant to arrangements determined by Tulsa Tech.

IV. **School District's Obligations:**

a. School District shall pay Tulsa Tech $1,750.00 per student accepted for the TTAA or TTCA Program. School District will make an annual payment to Tulsa Tech based on student count as of October 1 with payment due by October 31 of each year.

b. School District shall provide a change of placement for all IEP students prior to the first day of class who are enrolled in the TTCA or TTAA Program or as soon after the first day of class as is reasonably possible. Students will not enter class until a change of placement in accordance with applicable law has been made. Neither Program is intended for students with severe/profound disabilities (and their inclusion would materially alter the fundamental nature of the programs) or violent offenders as defined by the Oklahoma Judicial System; consequently, those students are not eligible for these programs.

c. School District shall be responsible for IEP related activities including, but not limited to, identification, evaluation, re-evaluation, meetings, and notifications for students on an IEP or who should be considered for an IEP.

d. School District shall provide a single point of contact staff member to work with the TTCA or TTAA or program coordinator and case manager to ensure accuracy of student records in relation to review of enrollment, graduation check and other assistance.

e. School District will issue diploma and complete transcript for student upon completion of requirements for graduation.

f. School District will permit students who meet graduation requirements to participate in graduation ceremonies provided for other School District students.

g. School District shall provide information for state and federal reporting at time of enrollment and otherwise as needed.

V. **Program Staffing:** All staff, including the teachers, will be employees of Tulsa Tech. Program staff includes certified academic teachers, Program coordinator, certified school counselor, certified school administrator, and essential support staff.

VI. **Project Evaluation:** Tulsa Tech will evaluate the success of the Program using the following methods:

a. Faculty and staff evaluations for the TTCA Program shall use TTCA and OKCTE Dropout Recovery Program Evaluation and Peer Review Individual Performance Plan; evaluation for the TTAA Program shall rely on faculty and staff evaluation using Tulsa Tech's program evaluation tools.

b. Data analysis of program participants (as appropriate to the respective program) including:
   i. Number applying
   ii. Number accepted
   iii. Number of credits issued while in Program
   iv. Increase in attendance rate
   v. Increase in GPA levels
   vi. Number of EOI exams passed
   vii. Number of graduates
   viii. Number of students that matriculated to next grade level

c. Results of Parent and Student Satisfaction Surveys

VII. **Student Behavior - Attendance Expectations:**

a. Students are expected to earn an appropriate number of credits in a school year.

b. Students are expected to follow all of Tulsa Tech's student policies and procedures, including but not limited to its policies concerning behavior and conduct and disciplinary consequences for misconduct.

c. Students who do not meet the requirements in VII. (a) and VII. (b) may be removed and dropped from TTCA or TTAA and referred back to School District, subject to appeal procedures available to other Tulsa Tech students.

VIII. **Target Population:**

a. For TTCA – Students who have dropped out of school or are at high risk for dropping out of school. The at-risk group may include students who:
   i. Have shown issues of truancy/chronic absences
   ii. Are older than their grade-level peers and often have low reading levels and/or multiple grade retention

iii. Are behind in academic credits and are in need of academic remediation
iv. Have social and manageable emotional problems that create academic barriers
v. Are prematurely transitioning to adulthood either because they are pregnant or parenting or have other situations that do not allow them to attend school regularly
vi. Are substantially behind educationally, are older and are returning to obtain the credits they need to transition into community colleges or other post- secondary programs
vii. Need more individualization
viii. Are seeking an innovative or challenging curriculum with a work preparation component

b. For TTAA – the Aerospace Academy is intended to serve students demonstrating a keen interest in aerospace and technology-related career paths. This group may include students who:
i. Need more individualization
ii. Are seeking an innovative or challenging curriculum with a work skill preparation component
iii. Are behind in academic credits and are in need of academic remediation
iv. Are substantially behind educationally, or are returning to obtain the credits they need to transition into community colleges or other post-secondary programs

IX. **Period of Agreement and Modification/Termination:** This Agreement will become effective when signed by all parties. The Agreement will terminate on June 30, 2024, but may be renewed, amended or terminated at any time by mutual agreement of the parties. A party may unilaterally terminate this Contract by giving the other party a minimum of thirty (30) days' notice by regular and certified mail to the Superintendent of Schools. If either party exercises the option to terminate the Program, it must fulfill all education and/or monetary or other obligations to the end of the school fiscal year for which this agreement is made.

X. **No Indemnification and Liability:** By executing this Contract Tulsa Tech and School District agree to work together to deliver services for eligible identified students. However, they are not "partners" to the extent that term encompasses joint and several liability. Each is responsible for its own employees, representatives, agents, subcontractors, and obligations arising from this Contract; each is responsible for its own defense and any resulting liability, in the event of claims.

XI. **Governing Law:** This Contract has been made in the State of Oklahoma and shall be governed by the laws of Oklahoma.

XII. **Severability:** The invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision.

XIII. **No assignment:** Neither party may assign its rights or delegate its duties under this Contract without the prior written consent of the other.

"TULSA TECH"	**"OKLAHOMA SCHOOL DISTRICT"**
TULSA TECHNOLOGY CENTER SCHOOL DISTRICT NO. 18 OF TULSA COUNTY, OKLAHOMA, a/k/a TULSA TECHNOLOGY CENTER	**OWASSO PUBLIC SCHOOLS**
Sharon Whelpley Signature	Signature
Sharon Whelpley Print Name	Print Name
President, Board of Education Title	President, Board of Education Title
May 22, 2023 Date	Date



Quote Q-53406-1

Prepared For:
Owasso Public Schools
1501 N Ash St
Owasso, OK
74055-4930

Your Istation Partner:
Heather Tennyson
Account Executive
htennyson@istation.com
+1 4054092932

ACCREDITED BUSINESS
BBB
BBB Rating: A+

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-53406-1
Prepared For: Owasso Public Schools
Expires On: 8/31/2023

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

Istation Reading

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	PRICE
1	Istation Reading	8/1/2023	12	7/31/2024	Ator Elementary School	$7,209.00
1	Istation Reading	8/1/2023	12	7/31/2024	Barnes Elementary School	$12,369.00
1	Istation Reading	8/1/2023	12	7/31/2024	Hayward Smith Elementary School	$7,209.00
1	Istation Reading	8/1/2023	12	7/31/2024	Larkin Bailey Elementary School	$12,369.00
1	Istation Reading	8/1/2023	12	7/31/2024	Lucille Ellingwood Morrow Elementary	$12,369.00
1	Istation Reading	8/1/2023	12	7/31/2024	Mills Elementary School	$12,369.00
1	Istation Reading	8/1/2023	12	7/31/2024	Northeast Elementary School	$12,369.00
1	Istation Reading	8/1/2023	12	7/31/2024	Pamela Hodson Elementary School	$12,369.00
1	Istation Reading	8/1/2023	12	7/31/2024	Stone Canyon Elementary School	$12,369.00
					Istation Reading TOTAL:	$101,001.00

SUBTOTAL:	$101,001.00
TAX (if applicable):	
CUSTOMER TOTAL:	$101,001.00

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-53406-1
Prepared For: Owasso Public Schools
Expires On: 8/31/2023

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

Additional Options (to be paid in full). Totals do not include tax (if applicable):

Choose 1, 2, or 3 year Subscription

		1 YEAR SUBSCRIPTION		2 YEAR SUBSCRIPTION		3 YEAR SUBSCRIPTION
Additional Discount Amount:		*Quoted Price*		($6,060.06)		($18,180.18)
% Discount:		*Quoted Price*		*3.00%*		*6.00%*
Your Total Cost:		$101,001.00		$195,941.94		$284,822.82

Subscription Start Date: 8/1/2023 Subscription Term: 12 Subscription End Date: 7/31/2024

Please email or fax the following items to 214-291-5534 or orders@istation.com. Failure to provide the below will cause a delay in processing your order.

- Signed Purchase Order that includes the quote number
- Signature page of this Quote (choose subscription length)

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and delivered by their respective authorized representatives whose signatures appear below.

Istation

Signature: Heather Tennyson

Printed Name: Heather Tennyson

Title: Midwest Regional Manager, Account Executive OK

Dated: 5/23/2023

Owasso Public Schools

Signature: _____

Printed Name: _____

Title: _____

Dated: _____

PO # (if available): _____

To ensure timely fulfillment, please provide the requested contact information below:

Primary Implementation Contact

Name: _____

Email: _____

Phone: _____

Accounts Payable / Billing Contact

Name: _____

Email: _____

Phone: _____

District Technology Contact

Name: _____

Email: _____

Phone: _____

District Data Contact

Name: _____

Email: _____

Phone: _____

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-53406-1
Prepared For: Owasso Public Schools
Expires On: 8/31/2023

TERMS OF USE:

The following Terms of Use and Service (these "Terms") are important. Please read carefully.
Istation provides customers with a variety of resources, including, but not limited to, (i) one or more of Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), (v) reports, calculated results, scoring, graphs and any other materials derived from Istation's algorithmic software features (collectively the "Scoring and Reporting Resources"), (vi) Processed Data, as defined hereinafter, and (vii) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively the "**Resources**".

For purposes of these Terms, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company ("**Your Company**"), which may be a school or school district, and (iii) authorized users of Your Company, who are students, employees, representatives, and agents of Your Company that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

Each of the Resources is provided to You conditioned on Your acceptance, without modification, of these Terms, which constitute a legally binding agreement between Istation and You. YOUR ACCESS OR USE OF ANY RESOURCE CONSTITUTES YOUR AGREEMENT TO BE BOUND BY THESE TERMS FOR ALL RESOURCES. IF YOU DO NOT AGREE TO THESE TERMS, YOU MAY NOT ACCESS OR USE ANY RESOURCE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THESE TERMS SHALL BE BINDING ON YOU UPON THE EARLIER TO OCCUR OF (i) YOUR EXECUTION OF THESE TERMS, (ii) THE DATE THAT YOU DOWNLOAD ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL FROM Istation, (iii) THE DATE OF DELIVERY OF ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL BY Istation TO YOU, AND (iv) THE DATE ON WHICH YOU ACCESS OR USE ANY OF THE RESOURCES THROUGH THE WEB SITE.

1. **Changes to Terms.** Istation may, from time to time and at Istation's sole discretion, modify these Terms without individual notice to You. So long as the Web Site remains operational, the current version of these Terms will be posted on the Web Site, which You can review by clicking on the "Terms of Use" link located on the Web Site. The modified Terms will be effective immediately upon posting on the Web Site. You agree to the new posted Terms by continuing Your use of the Resources. You agree to review the Terms periodically on the Web Site. If You do not agree with the modified Terms posted on the Web Site, Your only remedy is to discontinue using the Resources.
2. **Privacy Statement.** Istation's Privacy Statement (the "**Privacy Statement**") is incorporated into, and made a part of, these Terms. The Privacy Statement relates to Istation's collection and use of Your personal information. You consent to the terms and conditions of the Privacy Statement.
3. **Subscription.**
    1. Most (if not all) of the Resources require You to purchase a subscription from Istation before You may use or access them (a "**Subscription**"). You may purchase a Subscription to one or more Resources (the "**Purchased Resources**") by paying the then-current subscription fee to Istation (the "**Subscription Fee**") for such Purchased Resources, as such Subscription Fee is determined by Istation. Each Subscription Fee shall cover a specified period of time for the Purchased Resources (the "**Subscription Period**"). Upon expiration of the Subscription Period for a Purchased Resource, Your access and use of the Purchased Resources shall expire, and You shall no longer be entitled to access or use such Purchased Resources, unless You renew Your Subscription to such Purchased Resources by paying the then-current Subscription Fee for such Purchased Resources. Any Professional Development purchases including Onsite Training, Webinars, and Implementation services must also be used within the current Subscription Period and may not be rolled over into later Subscription Periods. Istation may, from time to time and at Istation's sole discretion, modify the Subscription Fees for any and all Resources without individual notice to You.
    2. In the event You purchase a Subscription to a Purchased Resource, You will be required to register (the "**Registration**") and obtain a user account (a "**User Account**") for each Authorized User's access to, and use of, such Purchased Resource provided, however, that each Purchased Resource may, as determined by Istation, (i) be limited to a maximum number of Authorized Users (such as students) and (ii) have other restrictions applicable to such Purchased Resource. During Registration for each and every Purchased Resource, You agree to submit accurate, current, and complete information about You (including, but not limited to, Your Company and the Authorized Users) and promptly update such information. Should Istation suspect that any such Registration information is untrue, inaccurate, not current, or incomplete, Istation has the right to suspend or terminate use of any and all Resources and User Accounts. Upon Registration, each Authorized User will be assigned a personal, nontransferable password tied to a specific User Account. You are solely responsible for (i) any and all activities that occur under the User Accounts and (ii) ensuring that Authorized Users exit or log off from User Accounts at the end of each session of use. Users Accounts cannot be shared and may be used only by the Authorized User to whom the User Account is registered. User Accounts cannot be assigned to any third party vendors or other entities seeking to use the Purchased Resources for use in their products and/or for commercial use or monetary gain. You shall notify Istation immediately of any unauthorized use of the Authorized Users' passwords or the User Accounts or any other breach of security that is known or suspected by You. Where the number of Authorized Users for a Purchased Resource falls below the maximum number permitted under Your Subscription for such Purchased Resource, You may designate other students as replacement Authorized Users with respect to such Purchased Resource. You are responsible for Registration of all Authorized Users and all acts and omissions (whether authorized or unauthorized) of the Authorized Users.
4. **Intellectual Property.**
    1. Istation Intellectual Property. All Resources (including, but not limited to, the Licensed Applications, the Web Site, the Downloadable Materials, and the Scoring and Reporting Resources), and all materials displayed on, or contained within, the Resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials, Scoring and Reporting Resources), such as the

design, “look and feel”, text, editorial materials, informational text, photographs, illustrations, artwork and other graphic materials, audio, video, names, logos, trademarks, and service marks of or on the Resources (collectively the “**Resource Materials**”), whether publicly posted or privately transmitted, as well as all derivative works of the Resources and the Resource Materials, are the exclusive property of, and exclusively owned by, Istation and Istation’s licensors and are protected by copyright, trademark, trade secret, and other intellectual property laws. The Istation name, designs, and related marks contained within the Resources and the Resource Materials are trademarks of Istation and Istation’s licensors. You do not acquire any ownership rights in or to the Resources or any Resource Materials through Your access to, or use of, the Resources, and You possess only those limited rights expressly granted to You in these Terms. Istation reserves all right, title, and interest in and to the Resources and the Resource Materials.

2. Your Data. As between You and Istation, You are and will remain the owner of all right, title, and interest in and to all of Your Data. For purposes of these Terms, “**Your Data**” means information, data, and other content that is collected, downloaded, or otherwise received, directly or indirectly from You or an Authorized User by or through the Purchased Resources. Notwithstanding the foregoing, Your Data shall not include any information, data and other content that incorporates or is otherwise derived from the processing of such information, data, and content by or through the Purchased Resources (the “Processed Data”).

5. **License.** Subject to compliance with the Subscription and Registration terms and conditions contained in Section 3 (Subscription), including, but not limited to, possessing a valid User Account and related password and restricting access and use to Authorized Users, Istation grants to You a personal, limited, nonexclusive, nontransferable, and revocable license to access and use the Purchased Resources and related Resource Materials, but only during the Subscription Period applicable to each such Purchased Resource, solely for Your educational purposes and subject to these Terms.

6. **Restrictions.**
   1. Any copies that You make of the Resources or the Resource Materials must retain all proprietary, copyright, trademark, or service mark legends and other notices.
   2. Access and use of the Resources and the Resource Materials is permitted only as expressly provided in these Terms.
   3. You may not (i) upload, post, publish, transmit, distribute, disseminate, display, perform, disclose, rent, lease, modify, loan, broadcast, or circulate any Resource or any Resource Material, (ii) operate or make available any Resources or any Resource Material in a service bureau, time-sharing, or other managed services environment, (iii) participate in the transfer, sublicense, assignment, or sale of any Resource or any Resource Material, (iv) access or use any Resource or Resource Material for purposes of competitive analysis of the Resource, Resource Materials, or Purchased Resources, or use or provide third-party access to Your Data or Processed Data, either directly or indirectly, for the development, provision, advertising, marketing, or use of a competing software service or product or any other purpose that is to the Istation’s detriment or commercial disadvantage, or (v) modify or create any derivative work of any Resource or any Resource Material or in any way exploit any Resource or any Resource Material provided, however, that You may download and use the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
   4. You may not use any of the trademarks of Istation, or Istation’s licensors, suppliers, or service providers, contained in any Resource or any Resource Material. No portion of the Resources or the Resource Materials may be stored in a computer except for educational and noncommercial use.
   5. You may not copy the Resource or the Resource Materials provided, however, that You may copy the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
   6. You may not disassemble, decompile, or reverse engineer any Resource or any Resource Material or otherwise attempt to determine the makeup or source code of any Resource.
   7. You may not upload any data, including any and all of Your Data, to, or otherwise access or use, any Resource or Resource Material in any manner that would materially impact the operation of such Resource or Resource Material.
   8. You may not allow access to, disclose or otherwise provide Processed Data to any third-party except for use in connection with and for the benefit of Your internal business purposes i.e. research. In no manner shall you allow or assign access to any of the Purchased Resources or Resource Materials, including but not limited to, the Reporting and Scoring Resources or Processed Data, for any third party vendors entities or other persons seeking to use for their own products or services, for commercial use or monetary gain, or otherwise.
   9. Any deviations from any of these Terms require prior written consent from Istation.

7. **Conduct.**
   1. You agree not to (or permit anyone else to) (i) upload, transmit, post, e-mail, or otherwise make available through the Resources any content or other material in any format that (a) is illegal, false, inaccurate, unlawful, harmful, hateful, threatening, abusive, harassing, tortious, defamatory, vulgar, obscene, profane, offensive, pornographic, invasive of another's privacy, libelous, or otherwise objectionable or inappropriate or (b) contains any viruses, worms, Trojan horses, corrupted files, or any other similar software or programs designed to interrupt, destroy, or limit the functionality of any computer software or hardware or telecommunications equipment; (ii) alter, remove, or falsify any attributions or other proprietary designations of origin or source of any other content appearing in or on the Resources or the Resource Materials; (iii) take any action that imposes an unreasonable or disproportionately large load on Istation's infrastructure; (iv) use any automated means to download data from any of the Resources’ databases or engage in any data gathering, mining, harvesting, or extraction methods from any Resource for any purpose; (v) impersonate another person or entity or use any fake name or identity; (vi) allow any other person or entity to use Your identification or User Account for any purpose; or (vii) violate any applicable law, rule, regulation, or right, including, but not limited to, intellectual property and privacy rights. The use of any device, software, or routine that interferes or attempts to interfere with the proper working of any Resource is expressly prohibited.
   2. By posting, uploading, inputting, providing, or submitting information, data (including, but not limited to, Your Data, student data or student information, such as personally identifiable information about students and writings prepared by students), or materials to or through any Resource (including, but not limited to, through the Web Site) (collectively the “**Submissions**”), You are granting Istation, Istation’s affiliated companies, and necessary sublicensees, subject to the Privacy Statement, irrevocable permission to use in perpetuity, without compensation and without restriction (including, but not limited to, a worldwide, transferable, perpetual, royalty-free, fully paid-up license), Your Submissions, including, but not limited to, the rights to copy, distribute, transmit, publish, publicly display, use, publicly perform, reproduce, edit, translate, reformat, modify, and prepare derivative works of Your Submissions. No compensation will be paid with respect to the use of Your Submissions. Istation is under no obligation to post or use any Submission You may provide. By posting, uploading, inputting, providing, or submitting Your Submissions, You represent and warrant that (i) You own or otherwise control all of the rights to Your Submissions as described in these Terms, (ii) such Submissions comply with these Terms, including Section 7(a) of these Terms, (iii) You have all necessary right and authority (including, but not limited to, all third-party consents) to post, upload, input, provide, and submit the Submissions, and (iv) with respect to Submissions of personal information of a child under 13 years of age, You have requested and received parental consent of such Submissions in compliance with, and such Submissions otherwise in compliance with, the Children's Online Privacy Protection Act of 1998 (“**COPPA**”) and COPPA’s rules and regulations.

8. **Security.**
    1. Istation will take commercially reasonable precautions to secure the Web Site against (i) unauthorized access by third parties and by unauthorized Istation employees, (ii) damage, disruption, and other activity aimed at Resource availability, and (iii) trespass or illegal actions. Istation reserves the right to temporarily deny and cancel access privileges for anyone suspected of attempting to work outside parameters that threaten the security of the Resource, the Resource Materials, Your Submissions (including, but not limited to, data submitted by You), or Istation's providing the Resources.
    2. NOTWITHSTANDING SECTION 8a, YOU ACCEPT SOLE RESPONSIBILITY FOR THE ACCURACY, ADEQUACY, AND LEGALITY OF, AND LIABILITIES ASSOCIATED WITH, YOUR SUBMISSIONS (INCLUDING, BUT NOT LIMITED TO, DATA SUBMITTED BY YOU AND WRITINGS PREPARED BY STUDENTS) AND FOR ALL RESULTS OBTAINED THEREFROM. You are liable for any and all expenses, losses, damage to the reputation of Istation, and damages to the Resources, the Resource Materials, or components thereof arising out of, or caused by, the negligent or willful misconduct of You or Your agents. Istation assumes no liability for any damages You may suffer as a result of interception, alteration, or misuse of any information transmitted over the Internet.

1. **No Control over Submissions.**
    1. Istation HAS NO CONTROL OVER YOUR SUBMISSIONS AND IS NOT RESPONSIBLE FOR ANY SUBMISSIONS (SUCH AS STUDENT DATA OR WRITINGS PREPARED BY STUDENTS), INCLUDING, BUT NOT LIMITED TO, SUBMISSIONS THAT (i) ARE DISCOVERED TO BE INACCURATE OR MISSING, (ii) ARE CORRUPTED DUE TO TECHNOLOGICAL OR OTHER CAUSES BEYOND THE REASONABLE CONTROL OF Istation, AND (iii) CONTAIN OFFENSIVE OR INAPPROPRIATE LANGUAGE OR THREATS OR ACTS OF VIOLENCE.
    2. Istation reserves the right to take archiving and other measures that Istation deems necessary in order to ensure high-quality server performance and maintenance of Istation's servers.
2. **No Endorsement of Third-Party Sites.**
    1. The Web Site may reference or contain links to third-party Web sites, resources, and advertisers (collectively "**Third-Party Sites**"). Your linking to such Third-Party Sites is at Your own risk. Istation is not responsible for the accuracy or reliability of any content, data, opinions, advice, statements, or other information on the Third-Party Sites. Istation also is not responsible for the availability of these Third-Party Sites, nor is Istation responsible for the aesthetics, appeal, suitability to taste, or subjective quality of informational content, advertising, products, or other materials made available on or through such Third-Party Sites. No endorsement of any third-party content, information, data, opinions, advice, statements, goods, services, or products is expressed or implied by any information, material, or content of any third party contained in, referred to on, included on, or linked from or to the Web Site. Under no circumstances shall Istation or any affiliated providers be held responsible or liable, directly or indirectly, for any loss, injury, or damage caused or alleged to have been caused to You in connection with the use of, or reliance on, any content, information, data, opinions, advice, statements, goods, services, or products available on such Third-Party Sites. You should direct any concerns to the respective Third-Party Site's administrator or Webmaster. Any links to Third-Party Sites do not imply that Istation is legally authorized to use any trademark, trade name, logo, or copyright symbol displayed in, or accessible through, such links or that any linked Third-Party Site is authorized to use any trademark, trade name, logo, or copyright symbol of Istation.
    2. You may not create an Internet "link" to the Web Site or "frame" or "mirror" any Resource Materials without Istation's prior written permission for each such instance. Additionally, the Web Site may contain links to other pages within the Web Site that are "dead" or that no longer work. Please report any such dead links that You encounter.
3. **Disclaimer.**
    1. In purchasing a Subscription to a Purchased Resource, You are being granted access to an interactive Resource for individualized instruction. Given the nature of the Resources, there are many factors outside the reasonable control of Istation that may affect the access to, and use of, the Resources and the Resource Materials, including, but not limited to, failures or difficulties with the Internet or data provided by You. You remain solely responsible for acting or deciding not to act on the results of data input into the Resources and the handling of such results. In providing the Resources, Istation shall not be responsible for loss of data associated with the failure of Your equipment, software, or any information service provider.
    2. YOU EXPRESSLY AGREE THAT USE OF THE RESOURCES AND THE RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, ANY AND ALL FORMS AND FORM LETTERS MADE AVAILABLE BY Istation) IS AT YOUR SOLE RISK. THE RESOURCES AND THE RESOURCE MATERIALS MAY INCLUDE TECHNICAL OR OTHER INACCURACIES OR TYPOGRAPHICAL ERRORS, AND THE RESOURCES AND THE RESOURCE MATERIALS ARE PROVIDED TO YOU ON AN "AS IS," "WHERE IS," AND "WITH ALL FAULTS" BASIS, WITHOUT WARRANTIES OR REPRESENTATIONS OF ANY KIND. THE AFFILIATED GROUP MAKES NO REPRESENTATIONS AND DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES AND CONDITIONS OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, REPRESENTATIONS, WARRANTIES, OR CONDITIONS REGARDING ACCURACY, USEFULNESS, TIMELINESS, COMPLETENESS, NONINFRINGEMENT, SATISFACTORY QUALITY, MERCHANTABILITY, QUIET ENJOYMENT, OR THOSE ARISING BY LAW, STATUTE, USAGE OF TRADE, OR COURSE OF DEALING. THE AFFILIATED GROUP AND THE AFFILIATED GROUP'S LICENSORS, SERVICE PROVIDERS, AND SUPPLIERS ASSUME NO RESPONSIBILITY TO YOU OR TO ANY THIRD PARTY FOR THE CONSEQUENCES OF ANY ERRORS OR OMISSIONS OR LACK OF ACCURACY, COMPLETENESS, OR USEFULNESS OF ANY RESOURCES OR RESOURCE MATERIALS. ISTATION RESERVES THE RIGHT, IN ISTATION'S SOLE DISCRETION, TO CORRECT ANY ERRORS OR OMISSIONS IN ANY PORTION OF THE RESOURCE OR THE RESOURCE MATERIALS. Istation MAY MAKE ANY OTHER CHANGES TO THE RESOURCES OR THE RESOURCE MATERIALS AT ANY TIME WITHOUT NOTICE.
    3. ISTATION STRIVES TO KEEP THE RESOURCES AND RESOURCE MATERIALS ACCURATE, CURRENT, AND UP TO DATE. HOWEVER, Istation CANNOT GUARANTEE THAT ALL MATERIALS AND ALL RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, FORMS AND FORM LETTERS) ARE COMPLETELY CURRENT OR STRICTLY COMPLY WITH ALL APPLICABLE LAW, INCLUDING, BUT NOT LIMITED TO, EDUCATIONAL INITIATIVES OR EDUCATIONAL TESTING REQUIREMENTS. THE LAW IS DIFFERENT FROM JURISDICTION TO JURISDICTION AND IS ALSO SUBJECT TO INTERPRETATION BY DIFFERENT COURTS AND OTHER GOVERNING BODIES. THE LAW IS A PERSONAL MATTER, AND NO GENERAL INFORMATION OR TOOLS LIKE THE RESOURCES OR THE RESOURCE MATERIALS CAN FIT EVERY CIRCUMSTANCE. FURTHERMORE, THE INFORMATION CONTAINED ON THE WEB SITE AND IN THE RESOURCES AND RESOURCE MATERIALS IS NOT LEGAL ADVICE AND IS NOT GUARANTEED TO

BE CORRECT, COMPLETE, OR UP TO DATE. THEREFORE, IT IS RECOMMENDED THAT YOU SEEK INDEPENDENT LEGAL ADVICE REGARDING THE SUITABILITY OF THE RESOURCES AND THE RESOURCE MATERIALS.

4. Istation MAKES NO WARRANTY THAT (i) THE RESOURCES OR THE RESOURCE MATERIALS WILL MEET YOUR REQUIREMENTS, (ii) THE RESOURCES OR THE RESOURCE MATERIALS WILL BE AVAILABLE ON AN UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE BASIS, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF RESOURCES OR RESOURCE MATERIALS WILL BE ACCURATE OR RELIABLE, OR (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIALS PURCHASED OR OBTAINED BY YOU AS PART OF THE RESOURCES OR RESOURCE MATERIALS WILL MEET YOUR EXPECTATIONS.

4. **Violations of Terms.** Istation reserves the right to seek all remedies available at law and in equity for violations of these Terms, including, but not limited to, the right to block or restrict access from a particular Internet address to the Web Site.

5. **Miscellaneous.**
   1. You agree to comply with all applicable laws, rules, regulations, orders, and ordinances of the United States of America and in any other state, county, or city with jurisdiction over You or Your activities under these Terms. If any provision of these Terms is held to be illegal, invalid, or unenforceable, then that provision shall be fully severable from these Terms and shall not affect the legality, validity, or enforceability of the remaining provisions of these Terms. Failure of Istation to enforce any of the terms or conditions of these Terms, unless waived in writing, shall not constitute a waiver of Istation's right to enforce each and every term and condition of these Terms. To the extent You have entered into any separate license agreement with Istation for access to, or use of, a Resource (the "**Additional Terms**"), such Additional Terms are incorporated into these Terms by reference. To the extent there is any conflict between these Terms and any Additional Terms, the Additional Terms shall control.
   2. A printed version of these Terms and of any notice given in electronic form shall be admissible in judicial or administrative proceedings based upon, or relating to, these Terms to the same extent and subject to the same conditions as other business documents and records originally generated and maintained in printed form. It is the express wish of Istation and You that these Terms of Use and all related documents be drawn up in English as spoken in the United States.
   3. You may not assign these Terms (or delegate Your rights, duties, or obligations under these Terms) without Istation's prior, express, and written consent.

PRIVACY STATEMENT:

This Privacy Statement is incorporated in, and subject to, the Terms of Use and Service for Imagination Station, Inc. ("**Istation**"). Please refer to those terms for definitions of words with initial capitals letters that are not otherwise defined in this Privacy Statement. Istation encourages you to read this Privacy Statement carefully. For purposes of this Privacy Statement, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company, which may be a school or school district, and (iii) students, employees, representatives and agents of Your school or school district that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

As noted in the Terms of Use, Istation provides its customers with a range of educational resources, including, but not limited to, (i) Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), and (v) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively referred to as the "**Resources**".

What Personally Identifiable Information Is Collected by Istation?

"**Personally Identifiable Information**" generally refers to any data that could potentially identify a specific individual. While You have access to the Resources, Istation may collect the following Personally Identifiable Information about You:

- Your first and last name
- **Teachers and administrators only** – Your contact information, such as email addresses, mailing addresses, and phone numbers
- Your school and school district
- Any identification numbers issued by Your school and/or Your school district to You, including teacher numbers, administrator numbers, and student numbers;
- Security information, such as usernames, passwords, and password hints;
- Browser information, such as browser version, IP address, and the presence of various plug-ins and tools;
- **Students only** – "Demographic Data," such as gender, race, special-education status, socio-economic status, and English language learner status, but only to the extent provided by Your school or Your school district;
- Resource-related responses submitted by You, including, but not limited to responses to interactive activities and assessments;
- Resource use behavior, such as pages visited, downloads, or searches requested; and
- Resource use results, but only to the extent that such results identify one or more (i) students, (ii) teachers, (iii) classrooms within an identified school, (iii) grades within an identified school or school district or (iv) schools (collectively "**Identifiable Use Results**"). Identifiable Use Results do not include Resource use results for school districts or for geographic regions that do not identify a specific school (such as Resource use results reported (i) on a county-wide basis, (ii) within a defined territory [whether officially or unofficially defined], such as North Texas, or (iii) within a metropolitan area, such as Dallas-Fort Worth).

Personally Identifiable Information does not include "De-identified Information," which is any data or information that cannot be traced back to an individual (except for Identifiable Use Results, as defined above). For example, a table listing the number of students in each grade at a specific school using a particular Resource would not be Personally Identifiable Information.

How Is Personally Identifiable Information Used and/or Disclosed?

Istation does not sell Personally Identifiable Information to any affiliated entity of Istation or any third-party, nor does it use such information for any sort of behavioral advertising. However, Istation may use and disclose Personally Identifiable Information for a range of educational, compliance and quality assurance purposes. Istation may use Personally Identifiable Information for the following purposes:

- To provide status reporting notices to teachers and administrators about the Resources (e.g. – an email prompting a teacher to log in to see his or her students' latest assessment results);
- To internally analyze data regarding the use of the Resources;

- To track students' usage of the Resources over time, including performance metrics collected over multiple school years;
- To send You (**teachers and administrators only**) updates, promotional/advertising materials, and newsletters related to the Resources and Istation's products and services or to otherwise market specific Istation services or offers to You. If You want to stop receiving promotional/advertising/ marketing materials from Istation, You will have the option to unsubscribe;
- To respond to Your questions or comments; and
- To customize content within the Resources, to improve the Resources' content and functionality and to develop new products and updates.

Istation may disclose Personally Identifiable Information to the following individuals or entities under the following circumstances:

- To Istation's employees who need to access the Personally Identifiable Information to perform their jobs;
- To third parties, including contractors, vendors, and service providers, that assist with the production, implementation or servicing of the Resources, but only after receiving satisfactory assurances from each third-party that its data privacy and security protections are at least as stringent as those of Istation;
- To Authorized Users as determined by each school or school district at issue. Generally, but subject to determination by the school at issue or the school district at issue,
    1. a teacher may only see the Personally Identifiable Information of the students in the teacher's classroom,
    2. a principal may only see the Personally Identifiable Information of those students and teachers in the principal's school, and
    3. a school district-level administrator may only see the Personally Identifiable Information of those students and teachers in the administrator's school district;
- To third parties, and solely for educational purposes, when Istation has the consent of the school or school district at issue, including Identifiable Use Results that identify specific individual students if Istation has received a written acknowledgement from the school or school district that it has obtained the student's consent to such disclosure;
- When Istation believes that sharing Personally Identifiable Information is reasonably necessary in order to (i) protect or defend the legal rights, interests, property, safety, or security of Istation, its employees or contractors, or the public, (ii) protect or defend against, or otherwise address, fraud, security, or technical issues, (iii) comply with, or respond to a law, regulation, legal request, legal process, legal requirement, judicial proceeding, or court order, or (iv) investigate a possible crime, such as fraud or identity theft;
- In connection with an actual or potential sale, purchase, acquisition, merger, reorganization, bankruptcy, liquidation, dissolution, or similar transaction or proceeding of or involving Istation, but only to the extent that the purchasing, acquiring or successor entity agrees to implement data privacy and security protections with respect to Personally Identifiable Information that are at least as stringent as those of Istation.

Istation is permitted to use and/or disclose Personally Identifiable Information about You when Istation has Your consent. Istation does not need Your consent to use De-identified Information.

Can I Access or Change My Personally Identifiable Information?

Each school and/or school district is permitted via functionality made available by the Resources to determine what Personally Identifiable Information (if any) is accessible by Authorized Users and to which Authorized Users in particular. In certain circumstances, a school and/or school district may be entitled to permit one or more Authorized Users to change Personally Identifiable Information. Any requests by Students or parents to access and/or change Personally Identifiable Information must be made to the school and/or school district in the first instance, and these entities will maintain a record of all such access and amendment requests and of any actual changes made. To the extent that a student and/or parent makes a direct request to Istation to access and/or amend Personally Identifiable Information, Istation will forward that request to the school and/or school district for response.

Data Retention

Unless required by law to maintain certain information for a longer period of time, Istation retains Personally Identifiable Information only for as long as a student's school and/or school district maintains a subscription with Istation to one or more of the Resources. Once a subscription to a particular Resource is cancelled or otherwise terminated, Istation will typically retain any Personally Identifiable Information related to that Resource for sixty days after cancellation/termination to allow for temporary lapses in subscription services, at which point that information is destroyed. Personally Identifiable Information may also be destroyed at any time at the request of the school and/or school district.

Website and Resource Security

Istation recognizes its responsibility to protect the Personally Identifiable Information that You entrust to it. Istation uses a variety of secure techniques to protect Your information, including secure servers, firewalls, access limitations on Istation's servers and password protections that guard against unauthorized access. Additionally, the information that You send Istation via the Website, including student usage information and passwords, may be encrypted, a process used to scramble information and make it extremely difficult to read if wrongly intercepted. Istation utilizes industry standard Secure Sockets Layer (SSL) technology to allow for the encryption of Personally Identifiable Information. All Personally Identifiable Information sent to Istation is encrypted during transmission, such as during login. Once the data reaches Istation's server, Personally Identifiable Information is stored on a secure database, and access to this information is password protected.

Use of "Cookies"

"Cookies" are small pieces of information that some websites store on Your computer's hard drive when You visit them. This element of data is a piece of text, not a program, that contains information identifying a user. When a user revisits a Website, his or her computer automatically "serves up" the cookie, eliminating the need for the customer to reenter the information. Like many other websites, Istation uses cookies for this purpose. Your user "domain" (that is, Your school name) is the only data stored on Your hard drive by Istation.

Most web browsers automatically accept cookies but allow You to modify security settings so You can approve or reject cookies on a case-by-case basis. At a minimum, Your web browser must allow temporary cookies that are not stored on Your hard disk to log into the Website. Please refer to the "Help" file of Your Internet Browser either to learn how to receive a warning before a cookie is stored.

Third Party Sites

The Website may contain links to or reference third party websites and resources (collectively "**Third Party Sites**"). These Third Party Sites are not controlled by Istation and, therefore, are not subject to this Privacy Statement. You should check the privacy policies of these individual Third Party Sites to see how Your personally identifiable information will be utilized by them before providing any personally identifiable information. Please be aware that these Third Party Sites may collect personally identifiable information about You and may also send you "cookies." Istation is not responsible for the content or practices of any linked Third Party Sites, and Istation provides these links solely for the convenience and information of Istation's visitors.

Can Istation change this Privacy Statement?

Istation may change this Privacy Statement at any time without advance notice. However, if the Privacy Statement changes, Istation will post an updated version on the Website, and the revision date will be posted at the bottom of the page. If this occurs, You will be required to re-acknowledge review of the revised Privacy Statement before you can continue using the Resources.

Who can I contact if I have questions about this Privacy Statement?

If You have any questions about this Privacy Statement or any privacy questions or concerns, You may contact Istation using the information below:

Email address: info@Istation.com

Street/Postal address:
8150 North Central Expressway, Suite 2000
Dallas, Texas 75026
Phone: (214) 237-9300
Fax: (972) 643-3441
Effective Date: February 23, 2018

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Dallas, TX 75206
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Quote Q-53600-1

Prepared For:
Owasso Public Schools
1501 N Ash St
Owasso, OK
74055-4930

Your Istation Partner:
Heather Tennyson
Account Executive
htennyson@istation.com
+1 4054092932

ACCREDITED BUSINESS
BBB Rating: A+

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-53600-1
Prepared For: Owasso Public Schools
Expires On: 8/31/2023

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

ISIP™ Full Dyslexia Screener (English)

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	PRICE
100	ISIP™ Full Dyslexia Screener (English)	8/1/2023	12	7/31/2024	Owasso 6Th Grade Center	$950.00
100	ISIP™ Full Dyslexia Screener (English)	8/1/2023	12	7/31/2024	Owasso 7Th Grade Center	$950.00
100	ISIP™ Full Dyslexia Screener (English)	8/1/2023	12	7/31/2024	Owasso 8Th Grade Center	$950.00
100	ISIP™ Full Dyslexia Screener (English)	8/1/2023	12	7/31/2024	Owasso High School	$950.00
					ISIP™ Full Dyslexia Screener (English) TOTAL:	$3,800.00

ISIP™ Math Student Assessment

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	PRICE
100	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Owasso 6Th Grade Center	$675.00
100	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Owasso 7Th Grade Center	$675.00
100	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Owasso 8Th Grade Center	$675.00
100	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Owasso High School	$675.00
					ISIP™ Math Student Assessment TOTAL:	$2,700.00

ISIP™ Math Student Assessment

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	PRICE
66	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Ator Elementary School	$445.50
66	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Barnes Elementary School	$445.50
66	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Hayward Smith Elementary School	$445.50
67	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Larkin Bailey Elementary School	$452.25
67	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Lucille Ellingwood Morrow Elementary	$452.25
67	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Mills Elementary School	$452.25

QTY	PRODUCT	Start Date	Months	End Date	CAMPUS	PRICE
67	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Northeast Elementary School	$452.25
67	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Pamela Hodson Elementary School	$452.25
67	ISIP™ Math Student Assessment	8/1/2023	12	7/31/2024	Stone Canyon Elementary School	$452.25
					ISIP™ Math Student Assessment TOTAL:	$4,050.00

SUBTOTAL:	$10,550.00
TAX (if applicable):	
CUSTOMER TOTAL:	$10,550.00

8150 North Central Expressway, Suite 2000
Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-53600-1
Prepared For: Owasso Public Schools
Expires On: 8/31/2023

DISCLAIMER: Pricing is as quoted and subject to change with any edits to bundle configurations, enrollment updates, or other revisions. Taxes in particular, if applicable, should be verified before issuing any PO.

Additional Options (to be paid in full). Totals do not include tax (if applicable):

Choose 1, 2, or 3 year Subscription

		1 YEAR SUBSCRIPTION		2 YEAR SUBSCRIPTION		3 YEAR SUBSCRIPTION
Additional Discount Amount:		*Quoted Price*		($633.00)		($1,899.00)
% Discount:		*Quoted Price*		*3.00%*		*6.00%*
Your Total Cost:		$10,550.00		$20,467.00		$29,751.00

Subscription Start Date: 8/1/2023 Subscription Term: 12 Subscription End Date: 7/31/2024

Please email or fax the following items to 214-291-5534 or orders@istation.com. Failure to provide the below will cause a delay in processing your order.

- Signed Purchase Order that includes the quote number
- Signature page of this Quote (choose subscription length)

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed and delivered by their respective authorized representatives whose signatures appear below.

Istation

Signature: Heather Tennyson
Printed Name: Heather Tennyson
Title: Midwest Regional Manager - Account Executive OK
Dated: 5/25/2023

Owasso Public Schools

Signature:
Printed Name:
Title:
Dated:
PO # (if available): Pending Board Approval

To ensure timely fulfillment, please provide the requested contact information below:

Primary Implementation Contact

Name: Charlene Duncan
Email: Charlene.Duncan@owassops.org
Phone: 918-272-8021

Accounts Payable / Billing Contact

Name: Rhonda Sanders
Email: Rhonda.Sanders@owassops.org
Phone: 918-272-8021

District Technology Contact

Name: Russell Thornton
Email: Russell.Thornton@owassops.org
Phone:

District Data Contact

Name: Angela Parks
Email: Angela.Parks@owassops.org
Phone:

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Dallas, TX 75206
Phone: 1-866-883-READ (7323)
Email: orders@istation.com

Quote: Q-53600-1
Prepared For: Owasso Public Schools
Expires On: 8/31/2023

TERMS OF USE:

The following Terms of Use and Service (these "Terms") are important. Please read carefully.
Istation provides customers with a variety of resources, including, but not limited to, (i) one or more of Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), (v) reports, calculated results, scoring, graphs and any other materials derived from Istation's algorithmic software features (collectively the "Scoring and Reporting Resources"), (vi) Processed Data, as defined hereinafter, and (vii) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively the "**Resources**".

For purposes of these Terms, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company ("**Your Company**"), which may be a school or school district, and (iii) authorized users of Your Company, who are students, employees, representatives, and agents of Your Company that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

Each of the Resources is provided to You conditioned on Your acceptance, without modification, of these Terms, which constitute a legally binding agreement between Istation and You. YOUR ACCESS OR USE OF ANY RESOURCE CONSTITUTES YOUR AGREEMENT TO BE BOUND BY THESE TERMS FOR ALL RESOURCES. IF YOU DO NOT AGREE TO THESE TERMS, YOU MAY NOT ACCESS OR USE ANY RESOURCE. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THESE TERMS SHALL BE BINDING ON YOU UPON THE EARLIER TO OCCUR OF (i) YOUR EXECUTION OF THESE TERMS, (ii) THE DATE THAT YOU DOWNLOAD ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL FROM Istation, (iii) THE DATE OF DELIVERY OF ANY LICENSED APPLICATION OR DOWNLOADABLE MATERIAL BY Istation TO YOU, AND (iv) THE DATE ON WHICH YOU ACCESS OR USE ANY OF THE RESOURCES THROUGH THE WEB SITE.

1. **Changes to Terms.** Istation may, from time to time and at Istation's sole discretion, modify these Terms without individual notice to You. So long as the Web Site remains operational, the current version of these Terms will be posted on the Web Site, which You can review by clicking on the "Terms of Use" link located on the Web Site. The modified Terms will be effective immediately upon posting on the Web Site. You agree to the new posted Terms by continuing Your use of the Resources. You agree to review the Terms periodically on the Web Site. If You do not agree with the modified Terms posted on the Web Site, Your only remedy is to discontinue using the Resources.
2. **Privacy Statement.** Istation's Privacy Statement (the "**Privacy Statement**") is incorporated into, and made a part of, these Terms. The Privacy Statement relates to Istation's collection and use of Your personal information. You consent to the terms and conditions of the Privacy Statement.
3. **Subscription.**
    1. Most (if not all) of the Resources require You to purchase a subscription from Istation before You may use or access them (a "**Subscription**"). You may purchase a Subscription to one or more Resources (the "**Purchased Resources**") by paying the then-current subscription fee to Istation (the "**Subscription Fee**") for such Purchased Resources, as such Subscription Fee is determined by Istation. Each Subscription Fee shall cover a specified period of time for the Purchased Resources (the "**Subscription Period**"). Upon expiration of the Subscription Period for a Purchased Resource, Your access and use of the Purchased Resources shall expire, and You shall no longer be entitled to access or use such Purchased Resources, unless You renew Your Subscription to such Purchased Resources by paying the then-current Subscription Fee for such Purchased Resources. Any Professional Development purchases including Onsite Training, Webinars, and Implementation services must also be used within the current Subscription Period and may not be rolled over into later Subscription Periods. Istation may, from time to time and at Istation's sole discretion, modify the Subscription Fees for any and all Resources without individual notice to You.
    2. In the event You purchase a Subscription to a Purchased Resource, You will be required to register (the "**Registration**") and obtain a user account (a "**User Account**") for each Authorized User's access to, and use of, such Purchased Resource provided, however, that each Purchased Resource may, as determined by Istation, (i) be limited to a maximum number of Authorized Users (such as students) and (ii) have other restrictions applicable to such Purchased Resource. During Registration for each and every Purchased Resource, You agree to submit accurate, current, and complete information about You (including, but not limited to, Your Company and the Authorized Users) and promptly update such information. Should Istation suspect that any such Registration information is untrue, inaccurate, not current, or incomplete, Istation has the right to suspend or terminate use of any and all Resources and User Accounts. Upon Registration, each Authorized User will be assigned a personal, nontransferable password tied to a specific User Account. You are solely responsible for (i) any and all activities that occur under the User Accounts and (ii) ensuring that Authorized Users exit or log off from User Accounts at the end of each session of use. Users Accounts cannot be shared and may be used only by the Authorized User to whom the User Account is registered. User Accounts cannot be assigned to any third party vendors or other entities seeking to use the Purchased Resources for use in their products and/or for commercial use or monetary gain. You shall notify Istation immediately of any unauthorized use of the Authorized Users' passwords or the User Accounts or any other breach of security that is known or suspected by You. Where the number of Authorized Users for a Purchased Resource falls below the maximum number permitted under Your Subscription for such Purchased Resource, You may designate other students as replacement Authorized Users with respect to such Purchased Resource. You are responsible for Registration of all Authorized Users and all acts and omissions (whether authorized or unauthorized) of the Authorized Users.
4. **Intellectual Property.**
    1. Istation Intellectual Property. All Resources (including, but not limited to, the Licensed Applications, the Web Site, the Downloadable Materials, and the Scoring and Reporting Resources), and all materials displayed on, or contained within, the Resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials, Scoring and Reporting Resources), such as the

design, “look and feel”, text, editorial materials, informational text, photographs, illustrations, artwork and other graphic materials, audio, video, names, logos, trademarks, and service marks of or on the Resources (collectively the “**Resource Materials**”), whether publicly posted or privately transmitted, as well as all derivative works of the Resources and the Resource Materials, are the exclusive property of, and exclusively owned by, Istation and Istation’s licensors and are protected by copyright, trademark, trade secret, and other intellectual property laws. The Istation name, designs, and related marks contained within the Resources and the Resource Materials are trademarks of Istation and Istation’s licensors. You do not acquire any ownership rights in or to the Resources or any Resource Materials through Your access to, or use of, the Resources, and You possess only those limited rights expressly granted to You in these Terms. Istation reserves all right, title, and interest in and to the Resources and the Resource Materials.

2. Your Data. As between You and Istation, You are and will remain the owner of all right, title, and interest in and to all of Your Data. For purposes of these Terms, “**Your Data**” means information, data, and other content that is collected, downloaded, or otherwise received, directly or indirectly from You or an Authorized User by or through the Purchased Resources. Notwithstanding the foregoing, Your Data shall not include any information, data and other content that incorporates or is otherwise derived from the processing of such information, data, and content by or through the Purchased Resources (the “Processed Data”).

5. **License.** Subject to compliance with the Subscription and Registration terms and conditions contained in Section 3 (Subscription), including, but not limited to, possessing a valid User Account and related password and restricting access and use to Authorized Users, Istation grants to You a personal, limited, nonexclusive, nontransferable, and revocable license to access and use the Purchased Resources and related Resource Materials, but only during the Subscription Period applicable to each such Purchased Resource, solely for Your educational purposes and subject to these Terms.

6. **Restrictions.**
   1. Any copies that You make of the Resources or the Resource Materials must retain all proprietary, copyright, trademark, or service mark legends and other notices.
   2. Access and use of the Resources and the Resource Materials is permitted only as expressly provided in these Terms.
   3. You may not (i) upload, post, publish, transmit, distribute, disseminate, display, perform, disclose, rent, lease, modify, loan, broadcast, or circulate any Resource or any Resource Material, (ii) operate or make available any Resources or any Resource Material in a service bureau, time-sharing, or other managed services environment, (iii) participate in the transfer, sublicense, assignment, or sale of any Resource or any Resource Material, (iv) access or use any Resource or Resource Material for purposes of competitive analysis of the Resource, Resource Materials, or Purchased Resources, or use or provide third-party access to Your Data or Processed Data, either directly or indirectly, for the development, provision, advertising, marketing, or use of a competing software service or product or any other purpose that is to the Istation’s detriment or commercial disadvantage, or (v) modify or create any derivative work of any Resource or any Resource Material or in any way exploit any Resource or any Resource Material provided, however, that You may download and use the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
   4. You may not use any of the trademarks of Istation, or Istation’s licensors, suppliers, or service providers, contained in any Resource or any Resource Material. No portion of the Resources or the Resource Materials may be stored in a computer except for educational and noncommercial use.
   5. You may not copy the Resource or the Resource Materials provided, however, that You may copy the Downloadable Materials in furtherance of Your education of the Authorized Users who are students, subject to any instructions or limitations provided with, or as part of, such Downloadable Materials.
   6. You may not disassemble, decompile, or reverse engineer any Resource or any Resource Material or otherwise attempt to determine the makeup or source code of any Resource.
   7. You may not upload any data, including any and all of Your Data, to, or otherwise access or use, any Resource or Resource Material in any manner that would materially impact the operation of such Resource or Resource Material.
   8. You may not allow access to, disclose or otherwise provide Processed Data to any third-party except for use in connection with and for the benefit of Your internal business purposes i.e. research. In no manner shall you allow or assign access to any of the Purchased Resources or Resource Materials, including but not limited to, the Reporting and Scoring Resources or Processed Data, for any third party vendors entities or other persons seeking to use for their own products or services, for commercial use or monetary gain, or otherwise.
   9. Any deviations from any of these Terms require prior written consent from Istation.

7. **Conduct.**
   1. You agree not to (or permit anyone else to) (i) upload, transmit, post, e-mail, or otherwise make available through the Resources any content or other material in any format that (a) is illegal, false, inaccurate, unlawful, harmful, hateful, threatening, abusive, harassing, tortious, defamatory, vulgar, obscene, profane, offensive, pornographic, invasive of another's privacy, libelous, or otherwise objectionable or inappropriate or (b) contains any viruses, worms, Trojan horses, corrupted files, or any other similar software or programs designed to interrupt, destroy, or limit the functionality of any computer software or hardware or telecommunications equipment; (ii) alter, remove, or falsify any attributions or other proprietary designations of origin or source of any other content appearing in or on the Resources or the Resource Materials; (iii) take any action that imposes an unreasonable or disproportionately large load on Istation's infrastructure; (iv) use any automated means to download data from any of the Resources’ databases or engage in any data gathering, mining, harvesting, or extraction methods from any Resource for any purpose; (v) impersonate another person or entity or use any fake name or identity; (vi) allow any other person or entity to use Your identification or User Account for any purpose; or (vii) violate any applicable law, rule, regulation, or right, including, but not limited to, intellectual property and privacy rights. The use of any device, software, or routine that interferes or attempts to interfere with the proper working of any Resource is expressly prohibited.
   2. By posting, uploading, inputting, providing, or submitting information, data (including, but not limited to, Your Data, student data or student information, such as personally identifiable information about students and writings prepared by students), or materials to or through any Resource (including, but not limited to, through the Web Site) (collectively the “**Submissions**”), You are granting Istation, Istation’s affiliated companies, and necessary sublicensees, subject to the Privacy Statement, irrevocable permission to use in perpetuity, without compensation and without restriction (including, but not limited to, a worldwide, transferable, perpetual, royalty-free, fully paid-up license), Your Submissions, including, but not limited to, the rights to copy, distribute, transmit, publish, publicly display, use, publicly perform, reproduce, edit, translate, reformat, modify, and prepare derivative works of Your Submissions. No compensation will be paid with respect to the use of Your Submissions. Istation is under no obligation to post or use any Submission You may provide. By posting, uploading, inputting, providing, or submitting Your Submissions, You represent and warrant that (i) You own or otherwise control all of the rights to Your Submissions as described in these Terms, (ii) such Submissions comply with these Terms, including Section 7(a) of these Terms, (iii) You have all necessary right and authority (including, but not limited to, all third-party consents) to post, upload, input, provide, and submit the Submissions, and (iv) with respect to Submissions of personal information of a child under 13 years of age, You have requested and received parental consent of such Submissions in compliance with, and such Submissions otherwise in compliance with, the Children's Online Privacy Protection Act of 1998 (“**COPPA**”) and COPPA’s rules and regulations.

8. **Security.**
    1. Istation will take commercially reasonable precautions to secure the Web Site against (i) unauthorized access by third parties and by unauthorized Istation employees, (ii) damage, disruption, and other activity aimed at Resource availability, and (iii) trespass or illegal actions. Istation reserves the right to temporarily deny and cancel access privileges for anyone suspected of attempting to work outside parameters that threaten the security of the Resource, the Resource Materials, Your Submissions (including, but not limited to, data submitted by You), or Istation's providing the Resources.
    2. NOTWITHSTANDING SECTION 8a, YOU ACCEPT SOLE RESPONSIBILITY FOR THE ACCURACY, ADEQUACY, AND LEGALITY OF, AND LIABILITIES ASSOCIATED WITH, YOUR SUBMISSIONS (INCLUDING, BUT NOT LIMITED TO, DATA SUBMITTED BY YOU AND WRITINGS PREPARED BY STUDENTS) AND FOR ALL RESULTS OBTAINED THEREFROM. You are liable for any and all expenses, losses, damage to the reputation of Istation, and damages to the Resources, the Resource Materials, or components thereof arising out of, or caused by, the negligent or willful misconduct of You or Your agents. Istation assumes no liability for any damages You may suffer as a result of interception, alteration, or misuse of any information transmitted over the Internet.

1. **No Control over Submissions.**
    1. Istation HAS NO CONTROL OVER YOUR SUBMISSIONS AND IS NOT RESPONSIBLE FOR ANY SUBMISSIONS (SUCH AS STUDENT DATA OR WRITINGS PREPARED BY STUDENTS), INCLUDING, BUT NOT LIMITED TO, SUBMISSIONS THAT (i) ARE DISCOVERED TO BE INACCURATE OR MISSING, (ii) ARE CORRUPTED DUE TO TECHNOLOGICAL OR OTHER CAUSES BEYOND THE REASONABLE CONTROL OF Istation, AND (iii) CONTAIN OFFENSIVE OR INAPPROPRIATE LANGUAGE OR THREATS OR ACTS OF VIOLENCE.
    2. Istation reserves the right to take archiving and other measures that Istation deems necessary in order to ensure high-quality server performance and maintenance of Istation's servers.
2. **No Endorsement of Third-Party Sites.**
    1. The Web Site may reference or contain links to third-party Web sites, resources, and advertisers (collectively "**Third-Party Sites**"). Your linking to such Third-Party Sites is at Your own risk. Istation is not responsible for the accuracy or reliability of any content, data, opinions, advice, statements, or other information on the Third-Party Sites. Istation also is not responsible for the availability of these Third-Party Sites, nor is Istation responsible for the aesthetics, appeal, suitability to taste, or subjective quality of informational content, advertising, products, or other materials made available on or through such Third-Party Sites. No endorsement of any third-party content, information, data, opinions, advice, statements, goods, services, or products is expressed or implied by any information, material, or content of any third party contained in, referred to on, included on, or linked from or to the Web Site. Under no circumstances shall Istation or any affiliated providers be held responsible or liable, directly or indirectly, for any loss, injury, or damage caused or alleged to have been caused to You in connection with the use of, or reliance on, any content, information, data, opinions, advice, statements, goods, services, or products available on such Third-Party Sites. You should direct any concerns to the respective Third-Party Site's administrator or Webmaster. Any links to Third-Party Sites do not imply that Istation is legally authorized to use any trademark, trade name, logo, or copyright symbol displayed in, or accessible through, such links or that any linked Third-Party Site is authorized to use any trademark, trade name, logo, or copyright symbol of Istation.
    2. You may not create an Internet "link" to the Web Site or "frame" or "mirror" any Resource Materials without Istation's prior written permission for each such instance. Additionally, the Web Site may contain links to other pages within the Web Site that are "dead" or that no longer work. Please report any such dead links that You encounter.
3. **Disclaimer.**
    1. In purchasing a Subscription to a Purchased Resource, You are being granted access to an interactive Resource for individualized instruction. Given the nature of the Resources, there are many factors outside the reasonable control of Istation that may affect the access to, and use of, the Resources and the Resource Materials, including, but not limited to, failures or difficulties with the Internet or data provided by You. You remain solely responsible for acting or deciding not to act on the results of data input into the Resources and the handling of such results. In providing the Resources, Istation shall not be responsible for loss of data associated with the failure of Your equipment, software, or any information service provider.
    2. YOU EXPRESSLY AGREE THAT USE OF THE RESOURCES AND THE RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, ANY AND ALL FORMS AND FORM LETTERS MADE AVAILABLE BY Istation) IS AT YOUR SOLE RISK. THE RESOURCES AND THE RESOURCE MATERIALS MAY INCLUDE TECHNICAL OR OTHER INACCURACIES OR TYPOGRAPHICAL ERRORS, AND THE RESOURCES AND THE RESOURCE MATERIALS ARE PROVIDED TO YOU ON AN "AS IS," "WHERE IS," AND "WITH ALL FAULTS" BASIS, WITHOUT WARRANTIES OR REPRESENTATIONS OF ANY KIND. THE AFFILIATED GROUP MAKES NO REPRESENTATIONS AND DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES AND CONDITIONS OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, REPRESENTATIONS, WARRANTIES, OR CONDITIONS REGARDING ACCURACY, USEFULNESS, TIMELINESS, COMPLETENESS, NONINFRINGEMENT, SATISFACTORY QUALITY, MERCHANTABILITY, QUIET ENJOYMENT, OR THOSE ARISING BY LAW, STATUTE, USAGE OF TRADE, OR COURSE OF DEALING. THE AFFILIATED GROUP AND THE AFFILIATED GROUP'S LICENSORS, SERVICE PROVIDERS, AND SUPPLIERS ASSUME NO RESPONSIBILITY TO YOU OR TO ANY THIRD PARTY FOR THE CONSEQUENCES OF ANY ERRORS OR OMISSIONS OR LACK OF ACCURACY, COMPLETENESS, OR USEFULNESS OF ANY RESOURCES OR RESOURCE MATERIALS. ISTATION RESERVES THE RIGHT, IN ISTATION'S SOLE DISCRETION, TO CORRECT ANY ERRORS OR OMISSIONS IN ANY PORTION OF THE RESOURCE OR THE RESOURCE MATERIALS. Istation MAY MAKE ANY OTHER CHANGES TO THE RESOURCES OR THE RESOURCE MATERIALS AT ANY TIME WITHOUT NOTICE.
    3. ISTATION STRIVES TO KEEP THE RESOURCES AND RESOURCE MATERIALS ACCURATE, CURRENT, AND UP TO DATE. HOWEVER, Istation CANNOT GUARANTEE THAT ALL MATERIALS AND ALL RESOURCE MATERIALS (INCLUDING, BUT NOT LIMITED TO, FORMS AND FORM LETTERS) ARE COMPLETELY CURRENT OR STRICTLY COMPLY WITH ALL APPLICABLE LAW, INCLUDING, BUT NOT LIMITED TO, EDUCATIONAL INITIATIVES OR EDUCATIONAL TESTING REQUIREMENTS. THE LAW IS DIFFERENT FROM JURISDICTION TO JURISDICTION AND IS ALSO SUBJECT TO INTERPRETATION BY DIFFERENT COURTS AND OTHER GOVERNING BODIES. THE LAW IS A PERSONAL MATTER, AND NO GENERAL INFORMATION OR TOOLS LIKE THE RESOURCES OR THE RESOURCE MATERIALS CAN FIT EVERY CIRCUMSTANCE. FURTHERMORE, THE INFORMATION CONTAINED ON THE WEB SITE AND IN THE RESOURCES AND RESOURCE MATERIALS IS NOT LEGAL ADVICE AND IS NOT GUARANTEED TO

BE CORRECT, COMPLETE, OR UP TO DATE. THEREFORE, IT IS RECOMMENDED THAT YOU SEEK INDEPENDENT LEGAL ADVICE REGARDING THE SUITABILITY OF THE RESOURCES AND THE RESOURCE MATERIALS.

4. Istation MAKES NO WARRANTY THAT (i) THE RESOURCES OR THE RESOURCE MATERIALS WILL MEET YOUR REQUIREMENTS, (ii) THE RESOURCES OR THE RESOURCE MATERIALS WILL BE AVAILABLE ON AN UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE BASIS, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF RESOURCES OR RESOURCE MATERIALS WILL BE ACCURATE OR RELIABLE, OR (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIALS PURCHASED OR OBTAINED BY YOU AS PART OF THE RESOURCES OR RESOURCE MATERIALS WILL MEET YOUR EXPECTATIONS.

4. **Violations of Terms.** Istation reserves the right to seek all remedies available at law and in equity for violations of these Terms, including, but not limited to, the right to block or restrict access from a particular Internet address to the Web Site.

5. **Miscellaneous.**
   1. You agree to comply with all applicable laws, rules, regulations, orders, and ordinances of the United States of America and in any other state, county, or city with jurisdiction over You or Your activities under these Terms. If any provision of these Terms is held to be illegal, invalid, or unenforceable, then that provision shall be fully severable from these Terms and shall not affect the legality, validity, or enforceability of the remaining provisions of these Terms. Failure of Istation to enforce any of the terms or conditions of these Terms, unless waived in writing, shall not constitute a waiver of Istation's right to enforce each and every term and condition of these Terms. To the extent You have entered into any separate license agreement with Istation for access to, or use of, a Resource (the "**Additional Terms**"), such Additional Terms are incorporated into these Terms by reference. To the extent there is any conflict between these Terms and any Additional Terms, the Additional Terms shall control.
   2. A printed version of these Terms and of any notice given in electronic form shall be admissible in judicial or administrative proceedings based upon, or relating to, these Terms to the same extent and subject to the same conditions as other business documents and records originally generated and maintained in printed form. It is the express wish of Istation and You that these Terms of Use and all related documents be drawn up in English as spoken in the United States.
   3. You may not assign these Terms (or delegate Your rights, duties, or obligations under these Terms) without Istation's prior, express, and written consent.

PRIVACY STATEMENT:

This Privacy Statement is incorporated in, and subject to, the Terms of Use and Service for Imagination Station, Inc. ("**Istation**"). Please refer to those terms for definitions of words with initial capitals letters that are not otherwise defined in this Privacy Statement. Istation encourages you to read this Privacy Statement carefully. For purposes of this Privacy Statement, references to "**You**" or "**Your**" mean (i) you in your individual capacity, (ii) your company, which may be a school or school district, and (iii) students, employees, representatives and agents of Your school or school district that are registered with Istation and that have a valid security identification and password to access and use the Resources (collectively the "**Authorized Users**").

As noted in the Terms of Use, Istation provides its customers with a range of educational resources, including, but not limited to, (i) Istation's interactive educational-based applications (collectively the "**Licensed Applications**"), (ii) Istation's Internet Web site (the "**Web Site**"), currently located at www.istation.com, (iii) account information regarding the Licensed Applications and the Web Site, (iv) materials and documentation (including, but not limited to, preprinted forms, form letters, resource materials, lesson plans, books, images of Istation characters, and so-called "Black Line Masters" coloring-book style pictures) available from the Web Site (collectively the "**Downloadable Materials**"), and (v) news and information about Istation, the Licensed Applications, and the Web Site. Any and all of the foregoing resources (including, but not limited to, the Licensed Applications, the Web Site, and the Downloadable Materials), together with any other resources made available by Istation, are collectively referred to as the "**Resources**".

What Personally Identifiable Information Is Collected by Istation?

"**Personally Identifiable Information**" generally refers to any data that could potentially identify a specific individual. While You have access to the Resources, Istation may collect the following Personally Identifiable Information about You:

- Your first and last name
- **Teachers and administrators only** – Your contact information, such as email addresses, mailing addresses, and phone numbers
- Your school and school district
- Any identification numbers issued by Your school and/or Your school district to You, including teacher numbers, administrator numbers, and student numbers;
- Security information, such as usernames, passwords, and password hints;
- Browser information, such as browser version, IP address, and the presence of various plug-ins and tools;
- **Students only** – "Demographic Data," such as gender, race, special-education status, socio-economic status, and English language learner status, but only to the extent provided by Your school or Your school district;
- Resource-related responses submitted by You, including, but not limited to responses to interactive activities and assessments;
- Resource use behavior, such as pages visited, downloads, or searches requested; and
- Resource use results, but only to the extent that such results identify one or more (i) students, (ii) teachers, (iii) classrooms within an identified school, (iii) grades within an identified school or school district or (iv) schools (collectively "**Identifiable Use Results**"). Identifiable Use Results do not include Resource use results for school districts or for geographic regions that do not identify a specific school (such as Resource use results reported (i) on a county-wide basis, (ii) within a defined territory [whether officially or unofficially defined], such as North Texas, or (iii) within a metropolitan area, such as Dallas-Fort Worth).

Personally Identifiable Information does not include "De-identified Information," which is any data or information that cannot be traced back to an individual (except for Identifiable Use Results, as defined above). For example, a table listing the number of students in each grade at a specific school using a particular Resource would not be Personally Identifiable Information.

How Is Personally Identifiable Information Used and/or Disclosed?

Istation does not sell Personally Identifiable Information to any affiliated entity of Istation or any third-party, nor does it use such information for any sort of behavioral advertising. However, Istation may use and disclose Personally Identifiable Information for a range of educational, compliance and quality assurance purposes. Istation may use Personally Identifiable Information for the following purposes:

- To provide status reporting notices to teachers and administrators about the Resources (e.g. – an email prompting a teacher to log in to see his or her students' latest assessment results);
- To internally analyze data regarding the use of the Resources;

- To track students' usage of the Resources over time, including performance metrics collected over multiple school years;
- To send You (**teachers and administrators only**) updates, promotional/advertising materials, and newsletters related to the Resources and Istation's products and services or to otherwise market specific Istation services or offers to You. If You want to stop receiving promotional/advertising/ marketing materials from Istation, You will have the option to unsubscribe;
- To respond to Your questions or comments; and
- To customize content within the Resources, to improve the Resources' content and functionality and to develop new products and updates.

Istation may disclose Personally Identifiable Information to the following individuals or entities under the following circumstances:

- To Istation's employees who need to access the Personally Identifiable Information to perform their jobs;
- To third parties, including contractors, vendors, and service providers, that assist with the production, implementation or servicing of the Resources, but only after receiving satisfactory assurances from each third-party that its data privacy and security protections are at least as stringent as those of Istation;
- To Authorized Users as determined by each school or school district at issue. Generally, but subject to determination by the school at issue or the school district at issue,
    1. a teacher may only see the Personally Identifiable Information of the students in the teacher's classroom,
    2. a principal may only see the Personally Identifiable Information of those students and teachers in the principal's school, and
    3. a school district-level administrator may only see the Personally Identifiable Information of those students and teachers in the administrator's school district;
- To third parties, and solely for educational purposes, when Istation has the consent of the school or school district at issue, including Identifiable Use Results that identify specific individual students if Istation has received a written acknowledgement from the school or school district that it has obtained the student's consent to such disclosure;
- When Istation believes that sharing Personally Identifiable Information is reasonably necessary in order to (i) protect or defend the legal rights, interests, property, safety, or security of Istation, its employees or contractors, or the public, (ii) protect or defend against, or otherwise address, fraud, security, or technical issues, (iii) comply with, or respond to a law, regulation, legal request, legal process, legal requirement, judicial proceeding, or court order, or (iv) investigate a possible crime, such as fraud or identity theft;
- In connection with an actual or potential sale, purchase, acquisition, merger, reorganization, bankruptcy, liquidation, dissolution, or similar transaction or proceeding of or involving Istation, but only to the extent that the purchasing, acquiring or successor entity agrees to implement data privacy and security protections with respect to Personally Identifiable Information that are at least as stringent as those of Istation.

Istation is permitted to use and/or disclose Personally Identifiable Information about You when Istation has Your consent. Istation does not need Your consent to use De-identified Information.

Can I Access or Change My Personally Identifiable Information?

Each school and/or school district is permitted via functionality made available by the Resources to determine what Personally Identifiable Information (if any) is accessible by Authorized Users and to which Authorized Users in particular. In certain circumstances, a school and/or school district may be entitled to permit one or more Authorized Users to change Personally Identifiable Information. Any requests by Students or parents to access and/or change Personally Identifiable Information must be made to the school and/or school district in the first instance, and these entities will maintain a record of all such access and amendment requests and of any actual changes made. To the extent that a student and/or parent makes a direct request to Istation to access and/or amend Personally Identifiable Information, Istation will forward that request to the school and/or school district for response.

Data Retention

Unless required by law to maintain certain information for a longer period of time, Istation retains Personally Identifiable Information only for as long as a student's school and/or school district maintains a subscription with Istation to one or more of the Resources. Once a subscription to a particular Resource is cancelled or otherwise terminated, Istation will typically retain any Personally Identifiable Information related to that Resource for sixty days after cancellation/termination to allow for temporary lapses in subscription services, at which point that information is destroyed. Personally Identifiable Information may also be destroyed at any time at the request of the school and/or school district.

Website and Resource Security

Istation recognizes its responsibility to protect the Personally Identifiable Information that You entrust to it. Istation uses a variety of secure techniques to protect Your information, including secure servers, firewalls, access limitations on Istation's servers and password protections that guard against unauthorized access. Additionally, the information that You send Istation via the Website, including student usage information and passwords, may be encrypted, a process used to scramble information and make it extremely difficult to read if wrongly intercepted. Istation utilizes industry standard Secure Sockets Layer (SSL) technology to allow for the encryption of Personally Identifiable Information. All Personally Identifiable Information sent to Istation is encrypted during transmission, such as during login. Once the data reaches Istation's server, Personally Identifiable Information is stored on a secure database, and access to this information is password protected.

Use of "Cookies"

"Cookies" are small pieces of information that some websites store on Your computer's hard drive when You visit them. This element of data is a piece of text, not a program, that contains information identifying a user. When a user revisits a Website, his or her computer automatically "serves up" the cookie, eliminating the need for the customer to reenter the information. Like many other websites, Istation uses cookies for this purpose. Your user "domain" (that is, Your school name) is the only data stored on Your hard drive by Istation.

Most web browsers automatically accept cookies but allow You to modify security settings so You can approve or reject cookies on a case-by-case basis. At a minimum, Your web browser must allow temporary cookies that are not stored on Your hard disk to log into the Website. Please refer to the "Help" file of Your Internet Browser either to learn how to receive a warning before a cookie is stored.

Third Party Sites

The Website may contain links to or reference third party websites and resources (collectively "**Third Party Sites**"). These Third Party Sites are not controlled by Istation and, therefore, are not subject to this Privacy Statement. You should check the privacy policies of these individual Third Party Sites to see how Your personally identifiable information will be utilized by them before providing any personally identifiable information. Please be aware that these Third Party Sites may collect personally identifiable information about You and may also send you "cookies." Istation is not responsible for the content or practices of any linked Third Party Sites, and Istation provides these links solely for the convenience and information of Istation's visitors.

Can Istation change this Privacy Statement?

Istation may change this Privacy Statement at any time without advance notice. However, if the Privacy Statement changes, Istation will post an updated version on the Website, and the revision date will be posted at the bottom of the page. If this occurs, You will be required to re-acknowledge review of the revised Privacy Statement before you can continue using the Resources.

Who can I contact if I have questions about this Privacy Statement?

If You have any questions about this Privacy Statement or any privacy questions or concerns, You may contact Istation using the information below:

Email address: info@Istation.com

Street/Postal address:
8150 North Central Expressway, Suite 2000
Dallas, Texas 75026
Phone: (214) 237-9300
Fax: (972) 643-3441
Effective Date: February 23, 2018

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Any rights not expressly granted herein are reserved.

AGREEMENT

between

Owasso Public Schools, Independent School District No. 11 of Tulsa County, Oklahoma
and **CREOKS Behavioral Health Services, Inc.**

This Agreement is hereby made and entered into by and between **Owasso Public Schools, Independent School District No. 11 of Tulsa County, Oklahoma**, hereinafter referred to as "the District", and **CREOKS Behavioral Health Services, Inc.**, hereinafter referred to as **"CREOKS."**

Recitals:

a. The District desires to enter into this Agreement to obtain group and individual counseling and other services for District students as mutually agreed upon between the District and CREOKS. The District represents that it has funds available for total fulfillment of this Agreement up to a total of $36,400.00 for all services provided under this Agreement.

b. CREOKS desires to enter into this Agreement to provide services as requested by the District.

Wherefore, the parties agree as follows:

1. Responsibilities of CREOKS:

a. CREOKS shall provide group and individual counseling and other services mutually agreed upon by the District and CREOKS to students designated by the District. Each CREOKS Provider ("Provider" or "Providers") that will deliver counseling or other services to District students under this Agreement will possess licensure as a Licensed Professional Counselor (LPC) or be a Licensed Clinical Social Worker or be under supervision for licensure in the State of Oklahoma. Behavioral Health Rehabilitation Specialist may also be utilized to provide coping skills and training.

b. CREOKS will provide counseling and other mutually agreed-upon services consistent with the expectations of the District's Special Services Director or designee. CREOKS will perform the following duties in accordance with the following mutually agreed design:

    i. Determine specific counseling needs, plan and provide appropriate counseling or other agreed services, and assess, modify and improve the services provided to each student, as dictated by the student's individual needs and consistent with this Agreement.

    ii. At the request of the District's Special Services Director or designee, the Provider shall participate in District meetings, such as pre-referral meetings, team building staffing meetings, IEP meetings, parent conferences or other meetings as mutually agreed upon by both parties to the Agreement.

iii. At the request of the District's Special Services Director or designee, provide tracking reports and other reports to the District on a mutually agreed upon schedule.

iv. Perform other services as may be mutually agreed upon by both parties to the Agreement.

c. In the event that a Provider or other CREOKS employee providing counseling or other services under this Agreement is not providing the service in accordance with the stated direction provided by the District's Special Services Director or designee, the designated CREOKS administrative representative will be contacted by the Director of Special Services or designee. In the event that said issues are not resolved, CREOKS will, upon written request by the District, remove said personnel from providing service under this Agreement and provide another qualified Provider to provide the service.

d. CREOKS will provide a detailed written invoice to the District or designee monthly, for service provided by CREOKS under this Agreement during the previous month. CREOKS will use a $65.00 per clock hour billing rate for all group and individual counseling and other services provided pursuant to this Agreement. CREOKS will not bill the District for travel time incurred by any Provider or other CREOKS employee providing counseling or other services under this Agreement.

e. All wages, taxes, benefits and other employment-related expenses and duties associated with the Providers or other CREOKS personnel are the sole responsibility of CREOKS.

f. The Providers will provide services at District school sites on the same schedule as District teachers according to the District's 2023-2024 school calendar. Services scheduled but not delivered due to illness, weather, professional meetings or any such circumstance beyond the control of either District or CREOKS shall not be deemed noncompliance with the terms of this Agreement.

g. CREOKS will protect the privacy of student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA) and Oklahoma law.

i. A student's social security number or student identification number, race/ethnicity, citizenship, nationality, gender, grades, or class schedule is always protected information which should solely be used internally and even then only when essential and among authorized individuals, and which should never be shared with any third party.

ii. Other records that are directly related to a student or students are also considered educational records that are protected under FERPA. They can be items that contain a student's name, or several students' names, or information from which an individual student or students can be personally (individually) identified. Educational records include files, documents and materials in whatever medium (handwriting, print, monitor screen, tapes, disks, film, microfilm, microfiche or notes) that contain information directly related to students and from which students can be personally identified. No educational record should ever be shared with a third party without express

written permission from the parent or guardian (if the student is under the age of 18), or the student (if the student is age 18 or older).

iii. CREOKS agrees that no one under its authority shall gather, release, or make public in any way any information related to or that could lead to identification of a student. This includes taking photographs, making recordings (video and/or sound), collecting student's written or oral statements, or using records made in connection with the activities that are the subject of this AGREEMENT. The only exception is where written permission for gathering, releasing, or otherwise using the types of information described in this paragraph is obtained from the parent (if the student is under the age of 18), or the student (if the student is age 18 or older).

h. Recognizing the District's interest in providing the most secure environment possible for its students, CREOKS will act under this Agreement in compliance with 70 O.S. § 6-101.48. Specifically:

i. CREOKS will not permit the Providers or any other person under its authority, whether employee or volunteer, to come on to school premises for any activity covered by this Agreement if that person is currently registered or required to register under the Oklahoma Sex Offenders Registration Act or the Mary Rippy Violent Crime Offenders Registration Act; and

ii. Where work is to be performed by a CREOKS employee that would otherwise be performed by a District employee on a full-time or part-time basis, CREOKS shall not permit any person(s) from performing work on District premises if said person(s) has been convicted in this state, the United States, or another state of a felony offense unless ten (10) years has elapsed since the date of the criminal conviction or the employee has received a presidential or gubernatorial pardon for the offense.

iii. CREOKS's agreement to and acceptance of this AGREEMENT as evidenced by the signature(s) below serves as CREOKS's statement of compliance with the requirements of paragraph h. of this section, as required by 70 O.S. § 6-101.48(B).

iv. CREOKS agrees to require all persons under its authority to register through the District's visitor tracking system and clearly display the printed visitor badge while performing any service described in this Agreement on school premises.

i. CREOKS shall defend, save, indemnify and hold the District, its officers, administrators, board members, employees, agents, assigns and attorneys harmless from and against any and all alleged claims, claims, demands, causes of action, liability, loss, damages, injury, or expense, including reasonable attorneys' fees, arising out of or incident to any acts, omissions, negligence, or willful misconduct of CREOKS, its officers, agents, employees, contractors, or volunteers in connection with the performance of the services described in this Agreement.

j. CREOKS agrees that prior to entering this Agreement, CREOKS has obtained a Commercial General Liability (CGL) insurance policy, Professional Liability insurance policy (PL) and School Leaders Legal Liability insurance policy (SLL) (otherwise known as Directors and Officers Liability Insurance), each insuring CREOKS in an amount not less than $125,000.00 for personal injury to or death of any individual, and $2,000,000.00 in the aggregate for person injury or death. CREOKS must add the District as an additional insured party on each policy for purposes of CREOKS's performance of this Agreement and maintain the required insurance policies at all times while this Agreement is in effect. CREOKS agrees that it will furnish the District with verification of the insurance policies required by this Agreement. If any of the required insurance policies is cancelled during the school year, CREOKS must immediately notify the District.

k. CREOKS affirms that the Providers, any other CREOKS employees and any subcontractor who will be on District property and acting on behalf of CREOKS in performance of this Agreement are covered by Workers Compensation Insurance and shall in no event be entitled to any such coverage from the District.

l. CREOKS affirms that the Providers, any other CREOKS employees, volunteers and any subcontractor who will be on District property and acting on behalf of CREOKS in performance of this Agreement will conduct themselves in a professional and ethical manner in compliance with applicable federal and state laws and District policies, procedures and rules.

m. CREOKS will provide any materials and supplies needed to conduct service under this Agreement. To the extent that the District provides any materials and supplies to CREOKS for its use in providing service under this Agreement, those materials and supplies will remain the property of the District, and CREOKS will return any such unused materials and supplies to the District upon termination of the Agreement.

2. Responsibilities of the District:

a. The District will provide adequate space, furniture, computers, telephones and other furnishings as mutually agreed upon by both parties to the Agreement to enable CREOKS to provide group and individual counseling and other mutually agreed-upon services under this Agreement.

b. If possible, the District will provide CREOKS reasonable materials and supplies to assist CREOKS in providing services under this Agreement, upon CREOKS' request. The District shall annually inventory any materials and supplies provided to CREOKS for its use in providing services under this Agreement.

c. The District will pay each invoice received from CREOKS within 60 calendar days of receipt, up to the total amount allotted by the District for this Agreement through the entire term of the Agreement – Twenty-Eight Thousand Dollars ($28,000.00).

d. The District will identify students to participate in the services delivered by CREOKS under this Agreement and will obtain any necessary parent permission before a student begins receiving any services provided by CREOKS.

3. Points of Contact

Primary Contacts:

Owasso Public Schools
Charlene Duncan
Director of Special Education
1501 North Ash
Owasso, Oklahoma 74055
918 272-8021
Charlene.Duncan@owassops.org

CREOKS Behavioral Health Services, Inc.
Brandi Smith
Chief Clinical Officer/Clinical Director
4103 S Yale Ave, Suite B
Tulsa, OK, 74135
918 382-7300
Brandi.Smith@creoks.org

4. General

a. This Agreement in no way restricts either party from participating in any activity with other public or private agencies, organizations, or individuals.

b. This Agreement is subject to, and will be carried out in compliance with, all applicable laws, regulations, and other legal requirements of the State of Oklahoma and Tulsa County.

c. This Agreement takes effect on July 1, 2023 or upon execution and approval by the Board of Education of the District, whichever occurs last, and ends on June 30, 2024. Either party may cancel this agreement on thirty (30) days' notice to the other party, in writing, by certified mail or personal delivery to the "Primary Contact" designated in this Agreement.

d. The persons whose signatures appear below are authorized to enter into this Agreement on behalf of that party.

Both the District and CREOKS agree to the terms of the above Agreement.

OWASSO PUBLIC SCHOOLS, INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA,

_____
Signature

_____
Printed Name

_____
Title

_____
Date

CREOKS BEHAVIORAL HEALTH, SERVICES, INC.


Signature

BRANDI SMITH
Printed Name

CLINICAL DIRECTOR
Title

5/18/23
Date

MEMORANDUM OF UNDERSTANDING

between

Owasso Public Schools, Independent School District No. 11 of Tulsa County, Oklahoma
and **CREOKS Behavioral Health Services, Inc.**

This **MEMORANDUM OF UNDERSTANDING ("MOU")** is hereby made and entered into by and between **Owasso Public Schools, Independent School District No. 11 of Tulsa County, Oklahoma**, hereinafter referred to as "the District", and **CREOKS Behavioral Health Services, Inc.**, hereinafter referred to as **"CREOKS."**

I. Purpose

a. The purpose of this MOU is to obtain Behavioral Health Services from CREOKS for students who are eligible, and their families, in all schools of the District as mutually agreed upon by the District and CREOKS ("the Program").

b. CREOKS offers to provide behavioral health services under the terms and conditions of this MOU.

II. Working Agreement

a. The parties agree as follows:

1. CREOKS shall provide a minimum of two ("Provider or Providers") to deliver behavioral health support services to students participating in the Program. Each provider will possess licensure as a Licensed Professional Counselor (LPC) or be a Licensed Clinical Social Worker or be under supervision for licensure in the State of Oklahoma. Behavioral Health Rehabilitation Specialist and Behavioral Health Aid's may also be utilized to provide coping skills and training.

2. CREOKS will also possess all other qualifications necessary under state or federal law and regulations to support successful Medicaid billing by CREOKS for the services the Providers provide in the Program.

3. CREOKS will implement behavioral health services consistent with the expectations of the District's Special Services Director or designee. CREOKS will perform the following duties in accordance with the following mutually agreed design:

    a. Determine specific therapeutic needs, plan and provide appropriate therapies and activities, and assess, modify and improve the services provided to each student involved in the Program as dictated by the student's individual needs and consistent with this MOU.
    b. At the request of the District's Special Services Director or designee, the Provider shall participate in District meetings, such as pre-referral meetings, team building staffing meetings, IEP meetings, parent conferences or other meetings as mutually agreed upon by both parties to the MOU;
    c. Orient, train and consult with professional and nonprofessional staff in treatment techniques that can be used in the classroom;
    d. Each clinician can have up to 5 probono clients
    e. Clinician will assist in crisis intervention/diversion if available
    f. CREOKS will be available to provide support staff for district wide crisis
    g. Provide monthly tracking reports and other reports to the District on a mutually agreed upon schedule.

h. Provide in-service training for District staff as mutually agreed upon by both parties to the MOU; and
i. Perform other services as may be mutually agreed upon by both parties to the MOU.

4. The participating school's designated faculty will make referrals into the Program and work with on-site CREOKS staff to help optimize Program attendance.

a. In the event that a Provider or other CREOKS employee providing services under this MOU is not providing services in accordance with the stated direction provided by the District's Director of Special Services or designee, the designated CREOKS administrative representative will be contacted by the Director of Special Services or designee. In the event that said issues are not resolved, CREOKS will, upon written request by the District, remove said personnel immediately from the Program.
b. Full and proper staffing by CREOKS to fulfill its obligations under this MOU is required and paramount to the District's interests. CREOKS is required to fill all vacant positions or otherwise provide a substitute Provider for all vacant positions within thirty (30) days. The District may choose to terminate this MOU as provided herein and contract with another provider for the provisions of these services if at any time CREOKS fails to provide the requisite number and classification of Providers for the full performance of this MOU.
c. All wages, taxes, benefits and other employment-related expenses and duties associated with the Providers or other CREOKS personnel are the sole responsibility of CREOKS.
d. Services under this MOU will extend from August 1, 2023 to July 31, 2024. The Providers will provide services at the assigned school sites on the same schedule as the teachers at the assigned schools on each regular school day according to the District's 2023-2024 school calendar. Services provided during the summer months which are billable under this MOU will be mutually agreed upon by both parties.
e. The District agrees to provide adequate space, furniture, computers, telephones, and other furnishings as mutually agreed upon by both parties to the MOU for the implementation of the Program.
f. CREOKS will maintain all records, logs and documentation, including progress notes prepared by the Providers concerning students in the Program in compliance with the Family Educational Rights and Privacy Act and Oklahoma law.
g. CREOKS shall act as the Medicaid Provider for all services provided under this MOU and will promptly bill Medicaid for all services provided to District students who are Medicaid eligible pursuant to the current Medicaid fee schedule for the services to be provided. CREOKS will comply with the requirements of state and federal law and regulations in seeking Medicaid reimbursement for these services. CREOKS is solely responsible for the proper billing of Medicaid-covered services under this Memorandum.

III. Liability and Indemnification

a. CREOKS agrees to and shall defend, indemnify and hold the District, its officers, administrators, board members, employees, agents, assigns and attorneys from and against any and all liability, loss, or expense, including reasonable attorneys' fees, or claims for injury or damages that are caused by or result from the negligent or intentional acts or omissions of CREOKS, its officers, agents, employees, or contractors. Also, as the Medicaid Provider under this Agreement, CREOKS shall specifically indemnify and hold harmless the District, its officers, administrators, board members, employees, agents, assigns and attorneys from and against any and all liability, loss or expense, including reasonable attorneys' fees, relating to any legal proceedings (including, but not limited to, administrative proceedings), penalties, claims, or Medicaid disallowances arising out of any omission, fault or negligence by CREOKS, its agents, employees or anyone under its direction or control, or on its behalf, in connection with the billing of and reimbursement from Medicaid as required in this MOU.

1. CREOKS agrees that prior to entering this MOU, CREOKS has obtained a Commercial General Liability (CGL) insurance policy, Professional Liability insurance policy (PL) and School Leaders Legal Liability insurance policy (SLL) (otherwise known as Directors and Officers Liability Insurance), each insuring CREOKS in an amount not less than $125,000.00 for personal injury to or death of any individual, and $2,000,000.00 in the aggregate for person injury or death. CREOKS must add the District as an additional insured party on each policy for purposes of CREOKS's performance of this MOU and maintain the required insurance policies at all times while this MOU is in effect. CREOKS agrees that it will furnish the District with verification of the insurance policies required by this MOU. If any of the required insurance policies is cancelled during the school year, CREOKS must immediately notify the District.

2. Further, CREOKS affirms that its employees and any subcontractor who will be on District property and acting on behalf of CREOKS in performance of this MOU are covered by Workers Compensation Insurance and shall in no event be entitled to any such coverage from the District.

3. All educational materials and supplies will be provided to the Providers but remain the property of the District and shall be annually inventoried by the District.

4. CREOKS will operate in accordance with applicable federal and state laws and regulations and District policies, rules, regulations and guidance applicable to the Program. District personnel will directly supervise the day-to-day operation of the Program.

IV. Privacy and Security

a. Recognizing the District's interest in providing the most secure environment possible for its students, CREOKS agrees it will act under this MOU in compliance with 70 O.S. §6-101.48. Specifically:

   1. CREOKS will not permit the Providers or any other person under its authority, whether employee or volunteer, to come on to school premises for any activity covered by this MOU if that person is currently registered or required to register under the Oklahoma Sex Offenders Registration Act, or the Mary Rippy Violent Crime Offenders Registration Act; and

   2. CREOKS agrees that where work is to be performed by a CREOKS employee which would otherwise be performed by a District employee on a full-time or part-time basis, CREOKS shall not permit any person(s) from performing work on District premises if said person(s) has been convicted in this state, the United States, or another state of a felony offense unless ten (10) years has elapsed since the date of the criminal conviction or the employee has received a presidential or gubernatorial pardon for the offense.

b. CREOKS's agreement to and acceptance of this MOU as evidenced by the signature(s) below serves as CREOKS's statement of compliance with the requirements of paragraphs a. of this section, as required by 70 O.S. §6-101.48(B).

c. CREOKS agrees to require all persons under its authority to register through the District's visitor tracking system and clearly display the printed visitor badge while performing activities described in this MOU on school premises.

d. CREOKS agrees to protect the privacy of student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA) and Oklahoma law.

1. A student's social security number or student identification number, race/ethnicity, citizenship, nationality, gender, grades, or class schedule is always protected information which should solely be used internally and even then only when essential and among authorized individuals, and which should never be shared with any third party.

2. Other records that are directly related to a student or students are also considered educational records that are protected under FERPA. They can be items that contain a student's name, or several students' names, or information from which an individual student or students can be personally (individually) identified. Educational records include files, documents and materials in whatever medium (handwriting, print, monitor screen, tapes, disks, film, microfilm, microfiche or notes) that contain information directly related to students and from which students can be personally identified. No educational record should ever be shared with a third party without express written permission from the parent or guardian (if the student is under the age of 18), or the student (if the student is age 18 or older).

3. CREOKS agrees that no one under its authority shall gather, release, or make public in any way any information related to or that could lead to identification of a student. This includes taking photographs, making recordings (video and/or sound), collecting student's written or oral statements, or using records made in connection with the activities that are the subject of this MOU. The only exception is where written permission for gathering, releasing, or otherwise using the types of information described in this paragraph is obtained from the parent (if the student is under the age of 18), or the student (if the student is age 18 or older).

e. CREOKS and the District agree that their employees and volunteers under their authority will conduct themselves in a professional and ethical manner and in accordance with District policies and procedures.

V. Liability and Indemnification

CREOKS agrees to defend, save, indemnify, and hold the District harmless from any alleged claims, claims, demands, causes of action, liability, loss, damages, and/or injury arising out of or incident to any acts, omissions, negligence, or willful misconduct of CREOKS personnel, employees, agents, contractors, or volunteers in connection with the performance of the activities described in this MOU.

VI. POINTS OF CONTACT

Primary Contacts:

Owasso Public Schools
Charlene Duncan
Director of Special Services
1501 North Ash
Owasso, Oklahoma 74055
918 272-8021
Charlene.Duncan@owassops.org

CREOKS Behavioral Health Services, Inc.
Brandi Smith
Chief Clinical Officer/Clinical Director
4103 S Yale Ave, Suite B
Tulsa, OK, 74135
918 382-7300
Brandi.Smith@creoks.org

VII. GENERAL

a. CREOKS agrees that the activities it undertakes under this MOU are not intended to provide services to the District and that it will not seek compensation from the District in connection with its participation in these activities.

b. CREOKS agrees that it will not claim or imply that the District endorses the sale or purchase of its services.

c. This MOU in no way restricts either party from participating in any activity with other public or private agencies, organizations, or individuals.

d. Nothing in this MOU authorizes or is intended to obligate the District to expend, exchange, or reimburse funds, services, or supplies, or transfer anything else of value.

e. All agreements within this MOU are subject to, and will be carried out in compliance with, all applicable laws, regulations, and other legal requirements of the State of Oklahoma and Tulsa County.

f. This MOU takes effect on August 1, 2022 or on execution and approval by the Board of Education of the District, whichever occurs last, and ends on July 31, 2023. Either party may cancel this agreement on thirty (30) days' notice to the other party, in writing, by certified mail or personal delivery.

Both the District and CREOKS agree to the terms of the above MOU.

Witnessed:

OWASSO PUBLIC SCHOOLS

_____
Signature

_____
Printed Name

_____
Title

_____
Date

CREOKS Behavioral Health Services, Inc.

_____
Signature

BRANDI SMITH
Printed Name

CLINICAL DIRECTOR
Title

5/18/23
Date

Pre-Employment Transition Services Coordination
Pre-ETS
COLLABORATIVE AGREEMENT
FY 2024

SECTION I - PURPOSE

This Collaborative Agreement ("Agreement"), effective as of the latest date of signature of all Parties or the 1st day of July, 2023 whichever is later, is entered into by and between the following Parties, also referred to herein as "Team Members" to promote collaboration in the delivery of Pre-Employment Transition Services (also referred to herein as Pre-ETS) for students with a documented disability transitioning from secondary school to post-secondary education programs and/or competitive employment; for individuals with disabilities who are enrolled in secondary education and are eligible, or potentially eligible, to receive vocational rehabilitation services (VR) provided by Oklahoma Department of Rehabilitation Services (DRS).

- **Owasso Public School** (also referred to herein as "Host School");

- The Board of Regents of the University of Oklahoma, by and through University Outreach/College of Continuing Education's **National Center for Disability Education and Training** (also referred to herein as "NCDET" or "University").

The Rehabilitation Act of 1973 (Rehabilitation Act), as amended by the Workforce Innovation and Opportunity Act (WIOA), and the Individuals with Disabilities Education Act (IDEA), as amended, all require a formal mechanism in place to ensure coordination of transition services that are needed to provide a free appropriate public education to students with a documented disability and to ultimately transition students with a documented disability to competitive integrated employment or post-secondary education.

Pre-ETS activities are available to students with a documented disability. Students, ages 14-21, do not have to have an IEP (individual education program), a 504 plan or be a Vocational Rehabilitation client. Pre-ETS activities are an action step or service to assist students to achieve their transition goals.

The OBJECTIVE of this Agreement seeks to:

- Increase coordination between the Parties to identify and prepare students with a documented disability to move to post-secondary education and/or competitive integrated employment; based on student need, considering strength, preferences, and interests.
- Improve transition planning by DRS and local education agencies (LEAs) for a student with disabilities to facilitate the development and implementation of that individual's education program.
- Strengthen the relationship between the Oklahoma State Department of Education (OSDE), Oklahoma Office of Workforce Development (OOWD), LEAs, higher education entities, and businesses to facilitate successful outcomes for students with a documented disability.

- Engage, involve and educate families to increase student success in post-school activities.
- Increase the number of students reaching their individual education plan (IEP) and the DRS individual plan for employment (IPE) goals.
- Increase professional learning opportunities and share resources.
- Increase job training and education opportunities for people who have traditionally faced barriers.

TERM

The Parties agree that the effective period of this Agreement shall be the latest date of signature of all Parties, or July 1, 2023, whichever is the latter, through June 30, 2024.

This Agreement may be renewed for two (2) additional twelve-month periods. Any renewals are contingent upon the Department of Rehabilitation Services renewing the Pre-Employment Transition Services Agreement with the University and University's approval of such renewal. Notice of renewal to be provided by an authorized representative of the Host School to the NCDET contact in hardcopy or email.

NCDET contact: Judi Goldston, jgoldston@ou.edu or Dr. Annie Baghdayan, abaghda1@ou.edu

SECTION 2 – DEFINITIONS (for the purpose of this agreement)**:**

2.1 Workforce Innovation and Opportunity Act (WIOA): Reauthorizes the Rehabilitation Act of 1973 as amended, that established VR (29 U.S.C. § 701 et seq.) and creates the Pre-ETS set-aside (29 U.S.C. § 730 (d)).
2.2 Vocational Rehabilitation (VR): a federal program which promotes, assesses, plans, develops and provides services for individuals with disabilities, consistent with their strengths, resources, priorities, concerns, abilities, capabilities, interests and informed choice, so they may prepare for and engage in gainful employment, as required by the Rehabilitation Act.
2.3 Oklahoma Office of Workforce Development (OOWD): carries out the vision of the Governor's Council for Workforce and Economic Development, provides technical assistance and coordinates strategic priorities and plans across education, training and economic agencies. Works to align and connect education and workforce resources, remove workforce barriers and better support Oklahoma employers and jobseeker.
2.4 Individual Education Plan (IEP): a written statement of the educational program required by IDEA for a student with a disability designed to meet the student's individual needs. The IEP has two general purposes: to set appropriate, measurable goals for the student and to describe the specialized instruction and services the school district will provide for the student.
2.5 Individual Plan for Employment (IPE): is required by the Rehabilitation Act, and is the roadmap developed jointly by the student and the Vocational Rehabilitation counselor to help the student with a disability reach a specific competitive, integrated employment goal.
2.6 Individuals with Disabilities Education Act (IDEA): is designed to ensure that all students with a documented disability have available to them a Free and Appropriate

Public Education (FAPE) that provides special education and related services designed to meet their unique needs and to prepare them for further education, employment and independent living; federal act codified at 20 U.S.C. § 1400 et seq.

2.7 Local Education Agency (LEA): a public board of education or other public authority legally constituted within a state for either administrative control or direction of, or to perform a service function for, public elementary schools or secondary schools in a city, county, township, school district or counties recognized in a state as an administrative agency for its public elementary schools or secondary schools; codified at 20 U.S.C. §1401 (19).

2.8 A student with a disability: is an individual who is in an educational program; and meets certain age requirements; and is eligible for and receiving special education or related services under IDEA; or is an individual with a disability for purposes of section 504 of the Rehabilitation Act.

2.9 Potentially Eligible: students with a documented disability, including individuals ages 14-21 who have not applied or been determined eligible for VR services.

2.10 Competitive Integrated Employment: employment for an individual with a disability that is, among other things, compensated at a rate not lower than the minimum wage and is customary for the occupation and where the individual interacts with other persons without disabilities.

2.11 Pre-Employment Transition Services (Pre-ETS): activities provided through a subset of transition services, in partnership with LEAs, to help students, and potentially eligible students, with disabilities develop skills leading to success in employment and independent living after high school. These learning experiences are designed within an outcome-oriented process that promotes movement from school to post-school activities, including postsecondary education, vocational training, competitive integrated employment, financial literacy, and self-advocacy education to improve social and independent living skills. Pre-ETS are defined and authorized in accordance with 29 U.S.C. § 733.

The following are examples of activities that fall into the five required *Pre-ETS* categories:

- **Job Exploration Counseling:** discussion, activities, vocational evaluations, or assessments on in-demand job opportunities intended to foster motivation and informed decision-making.
- **Work-Based Learning** – research and knowledge of work site tours, job shadowing, mentoring, internships, apprenticeships, short-term employment, volunteering, and on-the-job trainings.
- **Counseling on Post-Secondary Opportunities**—discussion and activities regarding college and other -post-secondary opportunities, academic and occupational training needed to succeed in the workplace, and providing resources that may be used to support individual student success in education and training, such as disability support services and financial aid.
- **Workplace Readiness Training** (can be in a simulated or "real" work setting) - teaching social skills and independent living skills necessary to prepare for eventual employment, such as communication and interpersonal skills, financial literacy, transportation options, job-seeking skills, understanding employer expectations, and other "soft" skills necessary for employment; and
- **Self-advocacy**—training on rights and responsibilities; how to request accommodations or services and supports; communicating thoughts, concerns, and

needs; peer-mentoring opportunities; and participating in leadership activities offered in educational or community settings.

SECTION 3 – RESPONSIBILITIES:

The Host School:

The school plays a significant role in the success of providing and coordinating transition services, specifically employment readiness instruction for students with a documented disability. Schools are bound by the specific content in the Individuals with Disabilities Education Act (IDEA) for the provision of secondary transition services and by coordinating services with other agencies who will pay for or provide transition services. *Pre-Employment Transition Services are not meant to reduce the responsibility of schools to provide transition services. The intent is to enhance the resources available to students with a documented disability through collaboration. Host School understands and agrees that they will not be reimbursed by the University for any costs incurred as part of the Pre-ETS program.*

The Host School will:

- Upon receipt of proof from NCDET that all NCDET personnel participant under this Agreement have passed the criminal background record check, allow the NCDET Pre-ETS staff access to DRS potentially eligible students with a documented disability and/or DRS clients (in a group setting or one-on-one) to whom they can provide Pre-ETS instructional activities;
- work with the local DRS counselors to identify, recruit, and refer students for vocational rehabilitation services;
- be responsible for collecting signed parent authorization to allow their student to participate in Pre-ETS activities.
    - If parent signed authorization is unavailable, provide University a copy of the front page and/or Student identification page, transition goal page(s) and signature page(s) of the IEP (individual education program).
    - If parent signed authorization form is unavailable, provide University a copy of the student 504 plan or other documentation to identify the student having a documented disability.
- ensure school staff and/or a classroom teacher is present and assisting to ensure the highest engagement of the students;
- communicate to the NCDET Pre-ETS staff and DRS (if applicable) any concerns brought forth by a student;
- provide information to assist staff providing Pre-ETS activities that will support the learning needs, adaptations, and/or modifications of program participants;
- assist with outreach to identify students with a documented disability and assessment of their potential need for transition services and pre-employment transition services;
- share career assessment and planning information with DRS and Pre-ETS staff;
- work collaboratively to increased number of students obtaining their IEP and IPE goals;

- assist with the development of additional school sites by speaking with potential school leadership; and
- maintain confidentiality regarding program participants.

NCDET:

The University of Oklahoma Outreach is a lifelong learning organization dedicated to helping individuals, businesses, groups, and communities transform themselves through knowledge. *Established in 1965*, the **National Center for Disability Education and Training** seeks to advance independent living, employment, and career opportunities for people with disabilities through innovative training and direct service.

NCDET will:

- work in collaboration with DRS counselor, school transition personnel, and other persons supporting DRS potentially eligible students with a documented disability and/or DRS clients to provide Pre-ETS instructional activities in groups and/or individually;
- ensure its staff are trained and experienced in working with students with a documented disability as well as developing business relationships;
- ensure its staff have successfully passed a criminal background check; and will provide the Host School proof prior to providing Pre-ETS activities;
- support the host school staff in planning for the transition of students with a documented disability from school to post-school activities;
- work in collaboration with the teacher and current transition curriculum;
- work to increase employment and/or post-secondary student success;
- work with local school districts to create greater access for students with a documented disability and remove barriers into transition programs and activities;
- assist with outreach to identify students with a documented disability and assessment of their potential need for transition services and pre-employment transition services;
- encourage community work experiences that provide the opportunity for students with a documented disability to participate in skill development in community settings;
- share career assessment and planning information with DRS and school staff;
- work with the local DRS counselors to identify, recruit, and refer students for vocational rehabilitation services;
- communicate to Host School staff and DRS (if applicable) any concerns brought forth by a student;
- assist with the development of additional school sites by speaking with potential school leadership; and
- maintain confidentiality regarding program participants.

Section 4 Special Terms and Assurances

A. Insurance

Each Party is hereby required to carry liability insurance or State of Oklahoma self-insurance adequate to compensate, in accordance with the limits of the Oklahoma Governmental Tort Claims Act, 51 O.S. 1991, sec 151, et seq., as amended, persons for injury to their person or property occasioned by an act of negligence by the party to be bound, its agents or employees. The Parties shall timely renew the policies to be carried pursuant to this section throughout the term of the Agreement and provide evidence of such insurance and renewals upon request.

B. Equal Opportunity/Non-Discrimination

Each Party shall at all times comply with all federal laws relating to nondiscrimination, including, but not limited to, Presidential Executive Order 11246, as amended, and the Civil Rights Act of 1964, 42 U.S.C. §2000 *et seq*.; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794.; the Americans With Disabilities Act of 1990, 42 U.S.C. §12101 *et seq.;* Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 *et seq.*; the Age Discrimination in Employment Act, 42 U.S.C. §6101 *et seq*.; and all amendments to these acts, and all requirements imposed by the regulations issued pursuant to these acts, including, but not limited to, providing equal opportunity, both to those seeking employment and those seeking services, without regard to race, color, religion, sex, national origin, age, or handicap.

Each Party are an Equal Opportunity Employer, a provider of services and/or assistance, and is in compliance with the 1964 Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, as amended and Executive orders 11246 and 11375. The Host School represents compliance with the Americans with Disabilities Act of 1990 (Public Law 101-336), all amendments to, and all requirements imposed by the regulations issued pursuant to this act.

C. Drug-Free Workplace

Each Party represents compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part § 85.600 *et seq*.

D. Modification

The Agreement may only be modified by mutual consent of the Parties in writing.

E. Cancellation

1. With Cause: In the event the Host School fails to meet the terms and conditions of the Agreement, or fails to provide services in accordance with the provisions of the Agreement, the University may, upon written notice of default transmitted via Certified Mail to the Host School, cancel the Agreement effective upon receipt of notice or at 5:00 PM on the fifth calendar day from the date the University mailed the notice, whichever occurs first. Such

cancellation shall not be an exclusive remedy but shall be in addition to any other rights and remedies provided for by law.

2. Without Cause: It is further agreed that the Agreement may be canceled by either Party by providing thirty (30) days prior written notice.

F. Access to and Retention of Records

The Host School shall maintain adequate records regarding the Pre-ETS program and student participation. Authorized personnel of the University, U.S. Department of Education or other pertinent federal agencies, authorized personnel of the Oklahoma Department of Rehabilitation Services, and other appropriate state entities shall have the right of access to records of Host School which are pertinent to the performance of the Agreement, in order to audit, examine, make excerpts and/or transcripts. The Host School shall be required to maintain all records for three (3) years after all pending matters are closed.

G. Compliance with State and Federal Laws

Each Party to this Agreement shall comply with all applicable state and federal laws, rules and regulations relevant to the performance of the Agreement. Compliance shall be the responsibility of each Party, without reliance on or direction by the other.

Each Party hereto agrees to be responsible for its own negligent acts and omissions and those of its employees and agents as provided by the Oklahoma Governmental Tort Claims Act, 51 O.S. 1991, sec 151, et seq., as amended.

If the University notifies the Host School of a possible compliance issue, the Host School must submit an explanation to the University within forty-five (45) days of the notification. If upon receipt of the explanation the University determines the Host School is out of compliance, the Host School will have 30 days to remedy the non-compliance. If after that time the University determines the Host School has not resolved the compliance issue, the University may take any or all, but not limited to, the following options:

1. suspension of the Agreement;
2. withholding of additional Agreements;
3. requiring an immediate audit of all records pertaining to the Agreement;
4. the University, within 21 days of receipt of reports, shall complete review;
5. the University may choose to make an allowance on any compliance issue if appropriate documentation for the non-compliance action can be furnished.

Neither Party shall be liable for any damages resulting from any delay in delivery or failure to give notice of delay that directly or indirectly results from the elements, acts of God, delays in transportation, or delays in delivery by any cause beyond the reasonable control of the Parties.

H. FERPA

Each Party to this Agreement agrees to abide by the limitations on redisclosure of personally identifiable information from education records as set forth in the Family Educational Rights and Privacy Act (34 CFR 99.33(a)(2))

I. Clean Air Act

Each Party agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 *et seq*. The Host School agrees to report each violation to the University, and understands and agrees that the University will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office.

J. Employment Relationship

This Agreement does not create an employment relationship. Individuals performing services required by the Agreement are not considered employees of the University. The Host School's employees shall not be considered employees of the University for any purpose, and as such shall not be eligible for benefits accruing to University employees.

The University shall provide access to staff as needed to meet the requirements contained herein.

K. Contract Jurisdiction

The Agreement will be governed in all respects by the laws of the State of Oklahoma. The District Court of Cleveland County, State of Oklahoma will be the exclusive venue in the event any legal action is filed by the Host School or the University to enforce or to interpret provisions of the Agreement.

This Agreement is the product of negotiations between the Parties, each of which has had the opportunity to consult counsel prior to the execution hereof. Therefore, the Parties agree that if this Agreement needs to be interpreted by any court (or other tribunal) having jurisdiction, no conclusions or inferences of the law shall be drawn in favor of or against either Party on the basis of which Party drafted the term or provision at issue.

L. Severability

The terms of this Agreement are severable such that if any term or provision is declared by a court of competent jurisdiction to be illegal, void, or unenforceable, the remainder of the provisions shall continue to be valid and enforceable.

M. Ownership and Copyrights

All curriculum, instructional materials, software, reports, and videos (hereinafter "Intellectual Property") are being developed exclusively for the University or purchased by the University and shall be the property of the University. Intellectual Property created and copyrighted or trademarked by the other Party outside of the Agreement shall be retained by same. This article shall not be construed to alter or diminish ownership rights provided under state or federal law or regulations.

N. Accessibility

Pursuant to Title 74, Section 85.7d and OAC 580:15-6-22 electronic and information technology procurements, agreements, and contracts shall comply with applicable Oklahoma Information Technology Accessibility Standards issued by the Oklahoma Office of State Finance. EIT Standards may be found at www.ok.gov/DCS/Central_Purchasing
Upon request, the Host School shall provide a description of conformance with the applicable Oklahoma Information Technology Accessibility Standards for the proposed product, system or application development/customization by means of either a Voluntary Product Accessibility Template (VPAT) or other comparable document.

O. Entire Agreement

This Agreement constitutes the entire Agreement and understanding between the Parties and supersedes all prior and/or contemporaneous discussions, representations, or contracts, whether written or oral, of the Parties relating to the work to be performed.

Section 5 Signatures

The Parties hereto agree that they may conduct the transaction by electronic means and hereby state that electronic signature shall have the same force and effect as an original signature.

THE HOST SCHOOL REPRESENTS THAT IT HAS READ AND UNDERSTAOOD THE TERMS OF THIS AGREEMENT AND MADE NO CHANGES TO THE TERMS OF THIS AGREEMENT. BY PLACING THE SIGNATURE OF ITS AUTHORIZED REPRESENTATIVE, THE HOST SCHOOL AGREES TO BE BOUND BY THIS AGREEMENT.

Host School

_____ _____
Signature Date

_____
Print Name and Signatory Title

Owasso Public Schools
Education Service Center
1501 N Ash Street, Owasso, OK 74055
Phone: (918) 272-5367 • Fax: (918) 272-8111
owassops.org

OCCUPATIONAL THERAPY SERVICES

This Contract, entered into this 1st day of July 2023 by and between Owasso Public Schools (the Agency) and Beth Anne Manipella, O.T. (The Therapy Provider(s) affirms that:

WHEREAS, the AGENCY has determined that it is necessary to retain the services of a qualified Occupational Therapist (OT/L) licensed by the Oklahoma State Board of Medical Licensure and Supervision and/or an Occupational Therapy Assistant (OTA) for consultation and/or treatment of students in the **Agency's** school district;

WHEREAS, the above-named individual(s) are duly qualified to perform these services;

NOW, THEREFORE, the parties agree as follows:

1. The THERAPY PROVIDER(S) shall perform any or all of the following services, as requested by the AGENCY;

   a. evaluate each referred student, formally or informally;
   b. provide recommendations for IEP goals, individual or group therapy, teletherapy as deemed necessary;
   c. determine specific therapeutic needs, plan and provide appropriate occupational therapy utilizing sensorimotor activities, therapeutic exercises, mobility training, self-help skills, and use of special adaptive equipment;
   d. participate in AGENCY planning meetings, such as Educational Team Conferences, Individualized Educational Plan Meetings, staffings, or other meetings as mutually agreed upon by both parties of the contract;
   e. orient, train, and supervise professional and nonprofessional staff in treatment methods as they relate to the educational setting;
   f. assess, modify, and improve each individualized occupational therapy program as the client changes and his/her needs change;
   g. provide periodic verbal and written reports to the **AGENCY**;
   h. provide in-service training for staff and families upon request of the **AGENCY**;
   i. provide other services as may be mutually agreed upon by both parties of this contract.

2. As mandated by state and federal law, the **THERAPY PROVIDER**(S) will provide input for IEP goals / objectives related to occupational therapy needs for each student receiving services. Furthermore, the **THERAPY PROVIDER(S)** will maintain treatment records. Informal assessment of progress on IEP goals will be ongoing with IEP goals revised annually, or more often if deemed necessary. Participation in IEP meetings and parent conferences is considered essential for provision of services, when possible.

3. The **THERAPY PROVIDER(S)** shall perform these services for students referred by the **AGENCY**. The need for ongoing Occupational Therapy services for the referred student shall be determined jointly by the **THERAPY PROVIDER(S)** and the **AGENCY'S** school team.

4. The **AGENCY** shall obtain appropriate educational and medical information on referred students.

5. The specific recommendations given by the **THERAPY PROVIDER(S)** for any student shall not be used in the school or home program of any other student unless advice concerning such action is first obtained from the **THERAPY PROVIDER(S).**

6. In the event that the **AGENCY'S** need for Occupational Therapy services increases during the contract period and the **THERAPY PROVIDER(S)** is/are able to provide the additional services, the **THERAPY PROVIDER(S)** contract will be amended per School Board approval. The **THERAPY PROVIDER(S)** will invoice the **AGENCY** monthly for additional time at the same hourly rate as listed on the current contract. If the **THERAPY PROVIDER(S)** is/are unable to provide the additional services, the **AGENCY** is free to contract or employ an Occupational Therapist for the additional hours needed.

7. The **AGENCY** shall monitor the services of the **THERAPY PROVIDER(S)** through regular meetings or telephone conferences with the **THERAPY PROVIDER(S)** and/or with **AGENCY** personnel.

8. The **AGENCY** agrees to pay the **THERAPY PROVIDER(S)** at a rate of $ 55.00 per hour, for 28 hours weekly for 35 weeks or 980 total hours for an Occupational Therapist (OT) and $ 50.00 per hour for 66 hours weekly for 34 weeks or 2244 total hours for a Certified Occupational Therapy Assistant (COTA) for a total contract price not to exceed $ 166,100.00 for all Services delivered under the terms of this contract during the period of July 1, 2023, thru June 30, 2024. No charges will be made for mileage reimbursement. The **THERAPY PROVIDER(S)** will be allowed, with no financial penalty, three (3) sick days leave and two (2) professional days. Professional days will be approved in advance by the Director of Special Services. Each provider will log their sick leave and professional days. The parties agree that inclusive within this contract fee are:
   A. All therapy services previously outlined, travel time between schools in the **AGENCY'S** district, related administrative and record-keeping duties deemed necessary by the **THERAPY PROVIDER** for adequate delivery of service to the **AGENCY**.
      1. Services will begin on July 1, 2023, and shall extend through June 30, 2024, or the last day of school, whichever is first. Excluded are holidays and school breaks.
      2. In the event of student absences, distance learning, or cancellation of Occupational Therapy Services by the **AGENCY**, except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will utilize this time to work on related matters to the **AGENCY'S** students, i.e.: classroom or teacher consultation, chart review, classroom or home program, etc.
      3. In the event of absences or cancellation of Occupational Therapy Services by the **THERAPY PROVIDER(S),** except regularly scheduled school holidays and breaks, the **THERAPY PROVIDER(S)** will make up the day(s) absent, will have an adjustment made by salary deduction, or provide a qualified substitute.
      4. The **THERAPY PROVIDER(S)** will maintain records of all time spent providing Occupational Therapy Services. Monthly Service Logs must be signed and submitted to the Office of Special Services by **no later than the 5th day** of each working month.
      5. The **THERAPY PROVIDER(S)** will furnish Certificates of Professional Liability Insurance coverage which will be kept enforced during the terms of this contract. In addition to such insurance, the **THERAPY PROVIDER(S)** agrees to indemnify and hold District and its agents, employees, and officers harmless against claims, demands, or action against the District arising from the services provided.
   B. Occupational Therapy services will be provided at the **AGENCY'S** schools, and the **AGENCY** will provide adequate space for the implementation of occupational therapy services except during the event of mandated distance learning by the **AGENCY**, at which time occupational therapy service provision and/or consultation will be provided through teletherapy, email, phone, or text.

9. The **AGENCY** represents that it has the funds for fulfillment of this contract and will pay all fees as follows:

   a. The **THERAPY PROVIDER(S)** will submit monthly invoices and Occupational Therapy Service logs and documentation.
   b. The **AGENCY** will make 10 payments not to exceed $ 16,610.00 and any additional invoiced amounts not to exceed $1,000.00 during the period of July 1, 2023, through June 30, 2024. The total payments shall not exceed $167,100.00 per contract period. Payments are to be made no later than the 1st day following monthly Board of Education meetings, commencing September 1, 2022, and continuing each month thereafter through May 31, 2024, or following June 2024 BOE Meeting.

10. The date of execution of this contract need not correspond to the effective dates, but the effective dates shall be controlling and shall be the commencement and termination dates.

11. This contract shall become effective on July 1, 2023, and shall terminate on June 30, 2024.

The Contract for Occupational Therapy Services is acceptable. I/We agree to provide the services as outlined in the contract.

Beth Ann Manfella — 5/26/23

OCCUPATIONAL THERAPIST — DATE

Oklahoma License #OT 422

INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA

ATTEST:

PRESIDENT, BOARD OF EDUCATION — DATE

CLERK, BOARD OF EDUCATION — DATE

Price Quote

8860 E. Chaparral Rd
Suite 100
Scottsdale, AZ 85250
877-725-4257

Date	2/12/2023
Quote No.	277116
Acct. No.	05:ow:OK:12337259
Total	$3,300.00
Pricing Expires	6/30/2024

Owasso High School-West Campus
8800 N 129th East Ave
Owasso OK 74055

We appreciate the continued opportunity to serve Owasso!

Payment Schedule	Contract Start	Contract End
	7/1/2023	6/30/2024

Qty	Description	Comment	End Date	Per Unit	Amount
Owasso High School-West Campus					
10	Purpose Prep Concurrent User		06/30/2024	$330.00	$3,300.00

Subtotal	$3,300.00
Total	$3,300.00

Imagine Learning will audit enrollment count throughout the year. If more enrollments are found to be in use than purchased, Imagine Learning will invoice the customer for the additional usage.

This quote is subject to Imagine Learning LLC Standard Terms and Conditions ("Terms and Conditions"). These Terms and Conditions are available at https://www.imaginelearning.com/standard-terms-and-conditions, may change without notice and are incorporated by this reference. By signing this quote or by submitting a purchase order or form purchasing document, Customer explicitly agrees to these Terms and Conditions resulting in a legally binding agreement. To the fullest extent permitted under applicable law, all pricing information contained in this quote is confidential, and may not be shared with third parties without Imagine Learning's written consent.

Signature: _____
Print Name: _____
Title: _____
Date: _____

Imagine Learning Representative

Kate Baxter
Account Executive
480-772-9717
kate.baxter@imaginelearning.com

Not valid unless accompanied by a purchase order. Please specify a shipping address if applicable. Please e-mail this quote, the purchase order and order documentation to AR@imaginelearning.com or fax to 480-423-0213.

Memorandum of Understanding (MOU)

Between

GRAND Mental Health (GRAND) and

Owasso Public School (School)

THIS MEMORANDUM OF UNDERSTANDING (Agreement) is entered into on this 25th day of May 2023 (Effective Date), by and between GRAND Mental Health (GRAND) and Owasso Public School (School).

NOW, THEREFORE, in consideration of the mutual and respective terms, stated obligations and agreements contained herein, GRAND and Owasso Public School agree as follows:

Relation of the Parties

In performance of their respective duties and obligations hereunder, and their respective employees and agents, are at all times acting and performing as independent contractors and neither party, nor their respective employees and agents, shall be considered the partner, agent, servant, employee of, or joint venture with the other party. Unless otherwise agreed to herein, the parties acknowledge and agree that neither will be liable for the activities of the other nor the agents and employees of the other, including but not limited to, any liabilities, losses, damages, suits, actions, fines, penalties, claims or demands of any kind or nature by or on behalf of any person. This provision shall survive termination or expiration of this agreement.

PURPOSE

The purpose of this MOU is to establish a working relationship, outlining a plan for GRAND to provide mental health and/or substance use services at Owasso Public School for students needing these services. The goals with this MOU include, but are not limited to, providing early intervention for students in need of mental health and/or substance use services to: (1) Prevent and/or decrease the number of students with suicidal behaviors / attempts; (2) Assist school personnel with being able to identify students at risk for emotional or behavioral challenges; (3) Provide targeted interventions with students and their families to provide positive outcomes; (4) Promote a positive school environment; and (5) Decrease student drop outs and increase graduation rates.

Outpatient Services

Obligations of GRAND:

1. If a School official or a GRAND team member believe a student is in need of a referral for GRAND services, the individuals from both parties will meet together (either during a Multidisciplinary Team Meeting (MDT) or at a separate meeting) and shall staff the case.

2. If it is decided that a referral is needed, School official shall discuss the referral with the student's guardian.

3. If student's guardian agrees with a referral to GRAND Mental Health for services, either School official or a GRAND team member will make the referral to GRAND Mental Health using the online referral system through the GRAND website.

4. Once a referral for outpatient mental health or substance use services is made to GRAND Mental Health, an attempt will be made to contact the legal guardian within 24 hours to schedule an outpatient screening appointment within 48 hours.

    a. NOTE: The family will always be told they can walk into any GRAND office Monday – Friday 8:00 a.m. – 5:00 p.m. and receive a screening if they choose, rather than scheduling a screening.

5. After the screening is scheduled, the referral source will be notified that the screening has been scheduled.

    a. If the screening is not able to be scheduled within 10 business days, the referral source will be notified.

6. Once the screening is completed, the student / family will be assigned to a GRAND Clinical team that will begin working with the student / family, and they will receive the full array of Certified Community Behavioral Health Center (CCBHC) services provided by GRAND.

7. Individuals on the GRAND team may include an Integrated Team Manager (a Licensed or Under Supervision for Licensure Mental Health Professional), a Care Coordinator (Bachelor's Level Clinician), a Behavioral Health Coach (Individual with minimum of 60 college credit hours), and/or a Family Support Provider (a paraprofessional with training and lived experience raising a child that experienced emotional difficulties).

8. Individuals from the GRAND team will provide services for students within the school (only those students that are clients of GRAND). NOTE: GRAND team members will attempt to provide services for students during non-core, elective classes.

9. At the request of School personnel, GRAND team members may participate in parent conferences or other meetings as mutually agreed upon by both parties.

10. GRAND team members shall participate in Multidisciplinary Team Meetings (MDT) with school personnel.

11. At the request of School officials, GRAND team members shall provide trainings and consultations as agreed upon by GRAND administration.

12. GRAND team members will provide support for district wide crisis situations.

13. GRAND shall provide in-service training for District staff as mutually agreed upon by both parties.

14. GRAND will ensure insurance coverage of $1,000,000.00 per occurrence and $3,000,000.00 aggregate for abuse / molestation; $1,000,000.00 per occurrence and $3,000,000.00 aggregate for professional liability; and an umbrella over professional liability of $10,000,000.00.

15. GRAND agrees to protect the privacy of student information and educational records in accordance with the Family Educational Rights and Privacy Act of 1974, as amended (FERPA) and Oklahoma Law.

Obligations of School:

1. Provide referrals to GRAND Mental Health for students needing mental health and/or substance use counseling services.

2. Allow school personnel to attend Multidisciplinary Team Meetings (MDT).

3. Provide confidential locations for GRAND team members to meet with students to provide services.

4. Allow GRAND team members access to the school internet only for the purposes of doing collaborative documentation.

5. Provide GRAND team members working in each school with necessary safety drill information and expectations regarding their role in each of these drills.

Crisis Services

Any student experiencing crisis behaviors while at school will have access to crisis screening and assessment services provided by GRAND Mental Health.

Obligations of GRAND:

1. GRAND shall provide crisis screening through in-person assessment or via medical device (*aka iPad*) provided by GRAND, utilizing HIPPA compliant software known as Mycare.

2. Crisis screenings shall be provided by a Licensed or Under Supervision for Licensure Mental Health Professional.

3. The goal of the crisis screening shall be to de-escalate the crisis situation to prevent the student from entering a higher level of care or from being removed from the school and/or home environment.

4. If the student does require a higher level of care, the clinician will work with school administration and student's legal guardian to coordinate this higher level of care.

5. If the student is able to de-escalate and does not require a higher level of care, the GRAND clinician will develop a thorough, 24-hour safety plan, with action steps for school personnel, legal guardians, student, and any other supports involved in student's life and ensure this plan

is fully communicated with all parties involved to ensure safety of student and all individuals involved.

6. If the GRAND team member or school personnel believe the student may benefit from additional outpatient mental health or substance use services, a referral for outpatient services will be made after consent is obtained from the student's legal guardian.

Obligations of School:

1. School personnel shall contact GRAND Mental Health any time a student is experiencing a mental health or substance related crisis.

2. School personnel shall ensure a confidential location where student can receive crisis screening either via face-to-face with a GRAND clinician or via medical device (*aka iPad*).

3. If crisis screening is to be provided via medical device (*that has been previously provided by GRAND and a GRAND staff member is not on-site to assist with setting up the medical device*), School personnel will assist with setting up the medical device and assisting student with connecting to GRAND clinician for crisis screening assessment.

4. When a student does receive a crisis screening service provided by GRAND, School personnel will be responsible for notifying student's legal guardian that the crisis screening was provided and the rationale for why the screening was necessary.

    a. If the GRAND clinician determines that a student <u>does need a higher level of care</u> due to being a danger to self or others, School personnel will be responsible for contacting student's legal guardian and informing the legal guardian of this information and requesting their presence at the school.

        i. The GRAND clinician, school personnel, and legal guardian will all work together to find an appropriate higher level treatment provider.

    b. If the GRAND clinician determines that a higher level of care is not needed and the student is able to remain safely at school and at home, the GRAND clinician will develop a thorough, 24-hour safety plan, with action steps for school personnel, legal guardians, student, and any other supports involved in students life and ensure this plan is fully communicated with all parties involved to ensure safety of student and all individuals involved.

5. If it is determined that a referral for outpatient services is appropriate, the GRAND clinician will discuss with school personnel and legal guardian (as well as student), and if legal guardian is in agreement, a referral for outpatient services will be made (NOTE: See above related to "Outpatient Services").

Additional and On-Going Obligations of Parties:

1. GRAND will provide de-identified student information from the University of Oklahoma's Evaluation Team - Youth Information System (YIS) to School Administration annually related to crisis services provided for students at the school for the previous year.

    a. This information will be evaluated to determine the effectiveness of services provided and for continuous quality improvement.

2. Every two years, GRAND and School Administration will review this MOU and the school crisis protocol to consider any updates necessary to better meet the needs to the students. In addition, the Oklahoma Prevention Needs Assessment will be included in the bi-annual meeting review to assist in determining if any additional changes are needed.

3. School Administration shall submit the latest protocol and MOU to the Oklahoma Department of Education.

Term and Termination:

The initial term of this Agreement shall commence on the Effective Date and shall continue through June 30, 2024. Thereafter, all changes to the protocol and MOU will need to be signed by the School Board and GRAND officials and submitted to the Oklahoma Department of Education by School Administration.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of first set forth above. Each individual signing below represents and warrants that she/he is a duly authorized individual with authority to bind her/his respective party.

School Administration	**GRAND Mental Health**
_____	Laura Smith
Signature	Signature
_____	Laura Smith
Name Printed	Name Printed
_____	Regional Administrative Officer
Title	Title
_____	5/25/23
Date	Date

CLIENT ASSIGNMENT CONFIRMATION

This Client Assignment Confirmation is entered into on the date first signed below and supplements the Client Services Agreement between Soliant Health, LLC and the Client named below. The Soliant Consultant has been placed with Client and Client will pay Soliant Health for hours worked by Consultant according to the terms outlined in this confirmation.

ASSIGNMENT DETAILS

CLIENT NAME: Owasso Public Schools PID: -

Consultant: Shelby Stavely Position: SLP

Assignment Start Date: 06/21/2023 Assignment End Date: 07/18/2023

Bill Rate per hour: $75.00 Overtime Bill Rate per hour: $112.50

Minimum Hours: N/A

Miscellaneous: Total of 15.5 hours

It is the Client's responsibility to notify their Account Representative if a Teaching Certification will be required for this position.

DESIGNATED APPROVERS District Personnel designated by Client to approve Timesheets. *If not applicable, respond with N/A.*

	Approver 1	Approver 2	Approver 3
Name	-	-	-
Title	-	-	-
Phone	-	-	-
Email	-	-	-

Please note: Sales tax will be added to professional fees if required by state law and client is not a tax-exempt entity.

If Soliant Consultant should be required to travel to other locations at the specific request of the Client, the Client will be responsible for all expenses incurred.

Client agrees that it will not directly or indirectly, personally or through another agent or agency, contract with or employ Consultant for a period of one year after the latest date of introduction, referral, or completion of the assignment.

Option of virtual services will be offered by Soliant in lieu of onsite services.

All precautions will be taken by the Client to create a safe and healthy environment.

-

Account Representative Contact Information: Robbie Dunn
Robbie.Dunn@soliant.com
(770) 325-0238

By: 29751 - Owasso Public Schools
Print Name: __
Title: __
Date: __

**Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless Soliant is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.*

Soliant Health, LLC

_____

By:



Between: Owasso Public Schools

1501 N. Ash

Owasso, OK 74055

AND:

American Waste Control

1420 W. 35th St.

Tulsa, OK 74107

Service Agreement

American Waste Control agrees to provide weekly trash removal to all Owasso Public School sites specified on the attached Waste Control Bid Sheet starting July 1, 2023 through June 30th, 2023. These services will be paid monthly in the amount of **$5,123.04** for the months of August 2023 through May of 2024. For the months of July 2023 and June 2023, the monthly amount will be **$3,895.00.** Any extra scheduled trash pick-ups will be billed to Owasso Public Schools.

Signed this 26 day of May, 2023 by:

American Waste Control

Owasso Public Schools

TEAM PROFESSIONAL SERVICE AGREEMENT

THIS SERVICE AGREEMENT (the "Agreement") is made as of the day of , 20 (the "Effective Date"), by and between TEAM Professional Services, Inc., an Oklahoma corporation with offices located at 8165 South Mingo Road, Ste. 100, Tulsa, Oklahoma 74133 ("Provider") and **OWASSO PUBLIC SCHOOLS** , with offices located at **1501 N ASH ST OWASSO, OKLAHOMA 74055** ("School").

WHEREAS, Provider and its Affiliates provide their customers with access to a range of drug testing services, training and compliance offerings, including drug and alcohol screening of students;

WHEREAS, School, which has or will adopt a drug and/or alcohol testing policy, desires to access certain testing services described herein, and Provider desires to provide School access to such offerings, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **Definitions**.

"***Affiliate***" of a Person means any other Person that directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with, such Person.

"***Authorized Users***" means School's employees, consultants, contractors, and agents who are authorized by School to access and use the Services under the rights granted to School pursuant to this Agreement.

"***Documentation***" means any manuals, instructions, or other documents or materials that the Provider provides or makes available to School in any form or medium and which describe the functionality, components, features, or requirements of the Services or Provider IP, including any aspect of the installation, configuration, integration, operation, use, support, or maintenance thereof.

"***Law***" means any statute, law, ordinance, regulation, rule, code, order, constitution, treaty, common law, judgment, decree, or other requirement of any federal, state, local, or foreign government or political subdivision thereof, or any arbitrator, court, or tribunal of competent jurisdiction.

"***Parent***" means the legal or biological parent, guardian, custodian, or other individual legally entitled to make decisions on behalf of any Student under eighteen (18) years of age.

"***Permitted Use***" means any permissible use of the Services by the School or an Authorized User.

"***Personal Information***" means information that the School, an Authorized User, or a Student provides or for which School provides access to Provider, or information which Provider creates or obtains on behalf of School, in accordance with this Agreement that: (i) directly or indirectly identifies an individual (including, for example, names, signatures, addresses, telephone numbers, email addresses, and other

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unique identifiers); or (ii) can be used to authenticate an individual (including, without limitation, employee identification numbers, government-issued identification numbers, passwords or PINs, user identification and account access credentials or passwords, financial account numbers, credit report information, student information, biometric, genetic, health, or health insurance data, answers to security questions, and other personal identifiers), in case of both subclauses (i) and (ii), including Sensitive Personal Information as defined herein.

"***Testing Policy***" means any student drug and/or alcohol testing policy existing or adopted by the School.

"***Provider IP***" means the Services, the Documentation, and any and all intellectual property provided to School or any Authorized User or Student in connection with the foregoing. For the avoidance of doubt, Provider IP does not include Student Data.

"***Provider Systems***" means the information technology infrastructure used by or on behalf of Provider in performing the Services, including all computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated directly by Provider or through the use of third-party services.

"***Sensitive Personal Information***" means an individual's (i) government-issued identification number, including Social Security number, driver's license number, or state-issued identification number; (ii) financial account number, credit report information, or credit, debit, or other payment cardholder information, with or without any required security or access code, personal identification number, or password that permits access to the individual's financial account; or (iii) biometric, genetic, health, or health insurance data.

"***Services***" means drug and/or alcohol testing services and related offerings described in Exhibit A.

"***Student***" means any individual, regardless of age, enrolled at School's institution who is required or requested to submit to screening for alcohol, illegal drugs or other banned substances in accordance with the terms and conditions contained in the Policy.

"***Student Data***" means information, data, and other content, in any form or medium, that is collected, downloaded, or otherwise received, directly or indirectly from the School, an Authorized User, or a Student by, through or in connection with Provider's provision of the Services. For the avoidance of doubt, Student Data does not include information reflecting the access or use of the Services by or on behalf of School, an Authorized User, or a Student.

"***School Systems***" means the School's information technology infrastructure, including computers, software, hardware, databases, electronic systems (including database management systems), and networks, whether operated directly by School or through the use of third-party services.

"***Third-Party Materials***" means materials and information, in any form or medium, including any open-source or other software, documents, data, content, specifications, products, equipment, or components of or relating to the Services that are not proprietary to Provider.

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"***Third-Party Products***" means any third-party products described in Exhibit A provided with or incorporated into the Services such as Clinic or MRO Services.

2. **Services**.
   2.1 Testing; Specimen Collection. Subject to and conditioned on School's and its Authorized Users' compliance with the terms and conditions of this Agreement, Provider will designate an approved vendor(s) to perform drug and alcohol screening as and when ordered by School by written work order for a Permitted Use. The vendor(s) shall be licensed medical professionals or technicians who have been trained with respect to collection and chain of custody and control procedures. School shall be responsible for selecting the Student(s) to be tested consistent with, and subject to, the criteria set forth in the Policy. Provider shall be responsible for processing sample results and maintaining privacy with respect to test results, which shall be reported to the School and its Authorized Users in accordance with the terms of this Agreement.
   2.2 Access and Use to Web-Based Applications. Subject to and conditioned on School's and its Authorized Users' compliance with the terms and conditions of this Agreement, Provider may grant School a non-exclusive, non-transferable (except in compliance with Section 11.3) right to access and use certain web-based applications in connection with its provisions of the Services during the Term, solely for use by the School and its Authorized Users. Such use is limited to School's internal use. If access to the web-based applications described in this Section 2.2 is granted, Provider shall provide to School the access credentials within a reasonable time following the Effective Date.
   2.3 Documentation License. Provider hereby grants to School a non-exclusive, non-sublicensable, non-transferable (except in compliance with Section 11.3) license to use the Documentation during the Term solely for School's internal business purposes in connection with its use of the Services.
   2.4 Service and System Control. Except as otherwise expressly provided in this Agreement, as between the parties: Provider has and will retain sole control over the operation, provision, maintenance, and management of the Provider IP; and School has and will retain sole control over the operation, maintenance, and management of, and all access to and use of, the School Systems, and sole responsibility for all access to and use of the Provider IP by any Person by or through the School Systems or any other means controlled by School or any Authorized User or Student, including any: (i) information, instructions, or materials provided by any of them to the Services or Provider; (ii) results obtained from any use of the Services or Provider IP; and (iii) conclusions, decisions, or actions based on such use. *Notwithstanding anything to the contrary in this Agreement, all Services, including all processing of School Data by or on behalf of Provider shall be provided solely from within, and on computers, systems, networks, and other infrastructure located in, the United States.*
   2.5 Reservation of Rights. Provider reserves all rights not expressly granted to School in this Agreement. Except for the limited rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to School or any third party any intellectual property rights or other right, title, or interest in or to the Provider IP or Third-Party Materials.
   2.6 Changes. Provider reserves the right, in its sole discretion, to make any changes to the Services and Provider IP that it deems necessary or useful to (a) maintain or enhance the quality or delivery of Provider's services to its Schools; or (b) to comply with applicable Law. Without

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limiting the foregoing, either party may, at any time during the Term, request in writing changes to the Services. The parties shall evaluate and, if agreed, implement all such requested changes in a change order signed by both parties. No requested changes will be effective unless and until memorialized in a written change order signed by both parties.

2.7 Subcontractors. Provider may from time to time in its discretion engage third parties to perform Services (each, a "Subcontractor").

2.8 Suspension or Termination of Services. Provider may, directly or indirectly, suspend, terminate, or otherwise deny School's, any Authorized User's, Student's, or any other Person's access to or use of all or any part of the Services or Provider IP, without incurring any resulting obligation or liability, if: (a) Provider receives a judicial or other governmental demand or order, subpoena, or law enforcement request that expressly or by reasonable implication requires Provider to do so; (b) any vendor of Provider has suspended or terminated Provider's access to or use of any Third-Party Products required to enable School to access the Services; or (c) Provider believes, in its good faith and reasonable discretion, that School or any Authorized User has failed to comply with any material term of this Agreement, or accessed or used the Services beyond the scope of the rights granted or for a purpose not authorized under this Agreement; or (d) this Agreement expires or is terminated. This Section 2.8 does not limit any of Provider's other rights or remedies, whether at law, in equity, or under this Agreement.

3. **Use Restrictions**. School shall not use the Services for any purposes beyond the scope of the access granted in this Agreement. School shall not at any time, directly or indirectly, and shall not permit any Authorized Users to use the Services or Documentation in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property right or privacy right of any person, or that violates any applicable Law.

4. **School Responsibilities**.

4.1 General. School is responsible and liable for all uses of the Services and Documentation resulting from access provided by School, directly or indirectly, whether such access or use is permitted by or in violation of this Agreement. Without limiting the generality of the foregoing, School is responsible for all acts and omissions of Authorized Users, and any act or omission by an Authorized User that would constitute a breach of this Agreement if taken by School will be deemed a breach of this Agreement by School. School shall use reasonable efforts to make all Authorized Users aware of this Agreement's provisions as applicable to such Authorized User's use of the Services, and shall cause Authorized Users to comply with such provisions.

4.2 Third-Party Products. Provider may from time to time make Third-Party Products available to School. For purposes of this Agreement, such Third-Party Products are subject to their own terms and conditions and the applicable flow through provisions referred to in Exhibit A. If School does not agree to abide by the applicable terms for any such Third-Party Products, then School should not install or use such Third-Party Products.

4.3 Appropriate Consents. School is responsible for obtaining any and all necessary consents from Students and/or Parents, to the extent required by any and all applicable Law or under the terms and conditions of the Policy.

4.4 Indemnification. School shall indemnify and hold harmless Provider, its officers, employees, agents and Subcontractors from any and all claims, liabilities, damages, costs, and expenses, including without limitation, attorney's fees, arising from or related to School's adoption and

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implementation of the Policy, any disciplinary measures or action taken by the School in response to a positive test result, or School's noncompliance with any of the terms of this Agreement.

5. **Security**.
   5.1 Information Security. Provider will employ security measures in accordance with Provider's data privacy and security policy as amended from time to time.
   5.2 School Control and Responsibility. School has and will retain sole responsibility for: (a) all School Data, including its content and use; (b) all information, instructions, and materials provided by or on behalf of School or any Authorized User or Student in connection with the Services; (c) School's information technology infrastructure, including computers, software, databases, electronic systems (including database management systems), and networks, whether operated directly by School or through the use of third-party services ("School Systems"); (d) the security and use of Sensitive Personal Information; and (e) all access to and use of the Services and Provider IP and all conclusions, decisions, and actions based thereon.

6. **Fees and Payment**.
   6.1 Fees. School shall pay Provider the fees set forth in Exhibit A in accordance with this without offset or deduction.
   6.2 Taxes. All Fees and other amounts payable by School under this Agreement are exclusive of taxes and similar assessments. Without limiting the foregoing, School is responsible for all sales, use, and excise taxes, and any other similar taxes, duties, and charges of any kind imposed by any federal, state, or local governmental or regulatory authority on any amounts payable by School hereunder, other than any taxes imposed on Provider's income.
   6.3 Payment. School shall pay all Fees within thirty (30) days after the date of the invoice therefore. School shall make payments electronically or to TEAM Professional Services, PO Box 720534, Norman, OK 73070 or such other address or account as Provider may specify in writing from time to time. If School fails to make any payment when due, without limiting Provider's other rights and remedies, Provider may charge interest on the past due amount at the rate of 1.5% per month, calculated daily and compounded monthly.
   6.4 Fee Increases. Provider may increase Fees no more than once annually for any contract year after the first contract year of the Initial Term, by providing written notice to School at least sixty (60) calendar days prior to the commencement of that contract year, and Exhibit A will be deemed amended accordingly.
   6.5 Reimbursable Expenses. School shall reimburse Provider for out-of-pocket expenses incurred by Provider in connection with performing the Services ("Reimbursable Expenses"), including any costs relating to Third-Party Products or Subcontractor services provided with or incorporated into the Services.

7. **Confidentiality**. From time to time during the Term, either Party may disclose or make available to the other Party sensitive or proprietary information that is marked, designated or otherwise identified as "confidential" (collectively, "Confidential Information"). Confidential Information does not include information that, at the time of disclosure is: (a) in the public domain; (b) known to the receiving Party at the time of disclosure; (c) rightfully obtained by the receiving Party on a non-confidential basis from a third party; or (d) independently developed by the receiving Party. The receiving Party shall not

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disclose the disclosing Party's Confidential Information to any person or entity, except to the receiving Party's employees who have a need to know the Confidential Information for the receiving Party to exercise its rights or perform its obligations hereunder. Notwithstanding the foregoing, each Party may disclose Confidential Information to the limited extent required (i) in order to comply with the order of a court or other governmental body, or as otherwise necessary to comply with applicable law, provided that the Party making the disclosure pursuant to the order shall first have given written notice to the other Party and made a reasonable effort to obtain a protective order; or (ii) to establish a Party's rights under this Agreement, including to make required court filings. On the expiration or termination of the Agreement, the receiving Party shall promptly return to the disclosing Party all copies, whether in written, electronic, or other form or media, of the disclosing Party's Confidential Information, or destroy all such copies and certify in writing to the disclosing Party that such Confidential Information has been destroyed. Each Party's obligations of non-disclosure with regard to Confidential Information are effective as of the Effective Date and will expire five years from the date first disclosed to the receiving Party; provided, however, with respect to any Confidential Information that constitutes Sensitive Personal Information, such obligations of non-disclosure will survive the termination or expiration of this Agreement for as long as such Confidential Information remains subject to protection under applicable Law.

8. **Intellectual Property Rights**.
   - 8.1 Provider IP. School acknowledges that, as between School and Provider, Provider owns all right, title, and interest, including all intellectual property rights, in and to the Provider IP and, with respect to Third-Party Products, the applicable third-party providers own all right, title, and interest, including all intellectual property rights, in and to the Third-Party Products.
   - 8.2 School Data. Provider acknowledges that, as between Provider and School, School owns all right, title, and interest, including all intellectual property rights, in and to the School Data. School hereby grants to Provider a non-exclusive, royalty-free, worldwide license to reproduce, distribute, and otherwise use and display the School Data and perform all acts with respect to the School Data as may be necessary for Provider to provide the Services to School.

9. **Representations and Warranties**.
   - 9.1 Provider Representations, Warranties, and Covenants. Provider represents, warrants, and covenants to School that Provider will perform the Services using personnel of required skill, experience, and qualifications and in a professional and workmanlike manner in accordance with generally recognized industry standards for similar services and will devote adequate resources to meet its obligations under this Agreement.
   - 9.2 School Representations, Warranties, and Covenants. School represents, warrants, and covenants to Provider that School owns or otherwise has and will have the necessary rights and consents in and relating to the School Data so that, as received by Provider and Processed in accordance with this Agreement, they do not and will not infringe, misappropriate, or otherwise violate any intellectual property rights, or any privacy or other rights of any third party or violate any applicable Law.
   - 9.3 DISCLAIMER OF WARRANTIES. EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT, ALL SERVICES AND PROVIDER IP ARE PROVIDED "AS IS." PROVIDER

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SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, AND NON-INFRINGEMENT, AND ALL WARRANTIES ARISING FROM COURSE OF DEALING, USAGE, OR TRADE PRACTICE. WITHOUT LIMITING THE FOREGOING, PROVIDER MAKES NO WARRANTY OF ANY KIND THAT THE SERVICES OR PROVIDER IP, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET SCHOOL'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM, OR OTHER SERVICES, OR BE SECURE, ACCURATE, COMPLETE, FREE OF HARMFUL CODE, OR ERROR FREE. ALL THIRD-PARTY MATERIALS ARE PROVIDED "AS IS" AND ANY REPRESENTATION OR WARRANTY OF OR CONCERNING ANY THIRD-PARTY MATERIALS IS STRICTLY BETWEEN SCHOOL AND THE THIRD-PARTY OWNER OR DISTRIBUTOR OF THE THIRD-PARTY MATERIALS.

9.4 Audit Rights and Required Records. Each party agrees to maintain complete and accurate records during the Term and for a period of five years or as required by federal or state law after the termination or expiration of this Agreement with respect to matters necessary for accurately determining amounts due hereunder. Either party may, at its own expense, on reasonable prior notice, periodically inspect and audit the other party's records with respect to matters covered by this Agreement.

10. **Term and Termination**.

10.1 Initial Term. The initial term of this Agreement commences as of the Effective Date and, unless terminated earlier pursuant any of the Agreement's express provisions, will continue in effect until **June 1, 2024,** from such date (the "Initial Term").

10.2 Renewal Term. This Agreement will automatically renew for up to **1** additional successive term[s] unless earlier terminated pursuant to this Agreement's express provisions or either party gives the other party written notice of non-renewal at least 30 days prior to the expiration of the then-current term (each a "Renewal Term" and, collectively, together with the Initial Term, the "Term").

10.3 Termination. In addition to any other express termination right set forth elsewhere in this Agreement: Provider may terminate this Agreement, effective on written notice to School, if School: (i) fails to pay any amount when due hereunder, and such failure continues more than thirty (30) days after Provider's delivery of written notice thereof; or (ii) breaches any of its obligations under this Agreement. Either party may terminate this Agreement, effective on written notice to the other party, if the other party materially breaches this Agreement, and such breach: (i) is incapable of cure; or (ii) being capable of cure, remains uncured thirty (30) days after the non-breaching party provides the breaching party with written notice of such breach; and either party may terminate this Agreement, effective immediately upon written notice to the other party, if the other party: (i) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (ii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency Law; (iii) makes or seeks to make a general assignment for the benefit of its creditors; or (iv) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business.

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10.4 Effect of Termination or Expiration. Upon expiration or earlier termination of this Agreement, School shall immediately discontinue use of the Provider IP. No expiration or termination will affect School's obligation to pay all Fees that may have become due before such expiration or termination, or entitle School to any refund.

10.5 Surviving Terms. The provisions set forth in the following sections, and any other right or obligation of the parties in this Agreement that, by its nature, should survive termination or expiration of this Agreement, will survive any expiration or termination of this Agreement: Section 3, Section 7, Section 9.2, Section 10, Section 12, Section 11.4, this Section 11.5, and Section 12.

11. **Miscellaneous**.

11.1 Further assurances. On a party's reasonable request, the other party shall, at the requesting party's sole cost and expense, execute and deliver all such documents and instruments, and take all such further actions, as may be necessary to give full effect to this Agreement.

11.2 Relationship of the Parties. The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the parties, and neither party shall have authority to contract for or bind the other party in any manner whatsoever.

11.3 Entire Agreement. This Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to such subject matter.

11.4 Assignment. School shall not assign or otherwise transfer any of its rights, or delegate or otherwise transfer any of its obligations or performance under this Agreement, in each case whether voluntarily, involuntarily, by operation of law, or otherwise, without Provider's prior written consent, which consent shall not be unreasonably withheld, conditioned, or delayed. No assignment, delegation, or transfer will relieve School of any of its obligations or performance under this Agreement. Any purported assignment, delegation, or transfer in violation of this Section is void. This Agreement is binding upon and inures to the benefit of the parties hereto and their respective successors and permitted assigns.

11.5 Force Majeure. In no event shall either Party be liable to the other Party, or be deemed to have breached this Agreement, for any failure or delay in performing its obligations under this Agreement (except for any obligations to make payments), if and to the extent such failure or delay is caused by any circumstances beyond such Party's reasonable control, including but not limited to acts of God, flood, fire, earthquake, explosion, war, terrorism, invasion, riot or other civil unrest, strikes, labor stoppages or slowdowns or other industrial disturbances, or passage of law or any action taken by a governmental or public authority, including imposing an embargo.

11.6 No Third-Party Beneficiaries. This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns and nothing herein, express or implied, is

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intended to or shall confer upon any other Person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

11.7 Amendment and Modification; Waiver. No amendment to or modification of this Agreement is effective unless it is in writing and signed by an authorized representative of each Party. No waiver by any Party of any of the provisions hereof will be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, (i) no failure to exercise, or delay in exercising, any rights, remedy, power, or privilege arising from this Agreement will operate or be construed as a waiver thereof and (ii) no single or partial exercise of any right, remedy, power, or privilege hereunder will preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

11.8 Severability. If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction. Upon such determination that any term or other provision is invalid, illegal, or unenforceable, the parties hereto shall negotiate in good faith to modify this Agreement so as to affect the original intent of the parties as closely as possible in a mutually acceptable manner in order that the transactions contemplated hereby be consummated as originally contemplated to the greatest extent possible.

11.9 Governing Law; Dispute Resolution. The parties agree to cooperate with each other in an attempt to resolve any dispute, controversy, or claim (a "Dispute") arising out of or in connection with this Agreement. If the parties are not able to resolve the Dispute, they agree to submit the Dispute to mediation to be conducted in accordance with the American Arbitration Association ("AAA") mediation rules for commercial disputes. If the parties are not able to resolve the dispute by means of mediation, the parties hereby agree the Dispute shall be referred to and determined by binding arbitration, as the sole and exclusive remedy of the parties as to the Dispute, conducted in accordance with the AAA arbitration rules for commercial disputes. The arbitrator (the "Arbitrator") shall use the substantive laws of Oklahoma, excluding conflicts laws and choice of law principles, in construing and interpreting this Agreement. The Arbitrator shall be selected by agreement of the parties, or, in the event the parties cannot agree, appointed by the AAA in accordance with its rules for commercial disputes. The arbitration shall be in Tulsa, Oklahoma, and the proceedings shall be conducted and concluded as soon as reasonably practicable, based upon the schedule established by the Arbitrator. The decision of the Arbitrator pursuant hereto shall be final and binding upon parties. The parties hereby agree that this Section shall not preclude, limit or otherwise restrict a party from seeking immediate equitable relief against the other party in connection with this Agreement, including without limitation, a restraining order or an injunction, when the facts, circumstances and/or possible damages warrant such action.

11.10 Counterparts. This Agreement may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

TEAM Professional Services, Inc.

By: Tammy J. Person

Name: Tammy Person

Title: Vice President of Operations

School Name:

By: _____

Name:

Title:

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Exhibit A - TEAM Professional Services Pricing

DRUG & ALCOHOL TESTING SERVICES	PRICING
NON-DOT LAB-BASED URINE DRUG TEST (LAB, COLLECTION, MRO)	$18
DOT LAB-BASED URINE DRUG TEST (LAB, COLLECTION, MRO)	$40
DOT/ NON-DOT BREATH ALCOHOL TEST	$15
CONFIRMATION FOR NON-NEGATIVE LAB-BASED TEST	**$25**
OTHER FEES	**PRICING**
ADDITIONAL COLLECTOR FEE (applies when an additional collector is requested for less than 15 collections to be performed)	$150/COLLECTOR**
MILEAGE (applies for locations over 20 miles)	$1/mile

**The in-clinic rates outlined above are for tests completed in TEAM's Tulsa Clinic location. The on-site rates outlined above are for onsite testing events performed by TEAM Professional Services.*

***This fee may also be assessed if the number of tests represented during scheduling changes so that it significantly impacts the collectors needed during the event.*

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Owasso Public Schools

Student Transfer District Procedures
Beginning July 1, 2023

1. A. All current transfer students will be able to continue placement at Owasso Public Schools unless the transfer can be denied based on allowable reasons:
   a. violation of a school regulation. A transferring student's application will also be denied if the transferring student is currently subject to discipline from the transferring student's current school for any of the acts and reasons outlined in OKLA. STAT. tit. 70, § 24-101.3(A)-(C) & (E). A transferring student's application shall be denied for any of the acts and reasons outlined in OKLA. STAT. tit. 70, § 24-101.3(F)(1) until such time as the District determines that the transferring student no longer poses a threat to self, other students, or District faculty or employees.
   b. possession of an intoxicating beverage, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or missing or stolen property if the property is reasonably suspected to have been taken from a student, a school employee, or the school during school activities, or
   c. possession of a dangerous weapon or a controlled dangerous substance while on or within two thousand (2,000) feet of public school property, or at a school event, as defined in the Uniform Controlled Dangerous Substances Act.
   d. A transferring student's application will be denied if the transferring student has ten or more absences in the last full school semester that are not excused due to illness or for the reasons provided for in OKLA. STAT. tit. 70, § 10-105(B).
   e. Current transfer students will not need to fill out a separate form each year. Current transfer students may be asked for updated residency information and/or their intentions to return to OPS the following school year.

B. A student may be granted a one-year transfer and may continue to attend the District each school year with the approval of the District. At the end of each school year, the District may deny the continued transfer of the student for the reasons outlined in OKLA. STAT. tit. 70, § 24-101.3(A)-(C) & (E), or if the student has ten or more absences in the last full school semester that are not excused due to illness or for the reasons provided for in OKLA. STAT. tit. 70, § 10-105(B). Current student transfers that are denied for the following school year will be notified by the building principal before the last day of school of the current school year.
C. An IDEA-qualified transferring student's application will be denied if—as of the time of the transferring student's application is received—the District determines that it cannot provide the transferring student with a free appropriate public education in the least restrictive environment as required by the IDEA.
D. The denial of a transfer request from a student seeking a transfer shall be communicated in writing to the parent. Proof of the date of mailing or transmission of the denial by electronic means shall constitute proof of communication of the denial to the parent.
E. The District shall not accept or deny any transfer application based on the student's race, color, sex, pregnancy, gender, gender expression, national origin, religion, disability, veteran status, sexual orientation, age, genetic information, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude, or athletic ability. Failure to be approved for a transfer as set forth in this policy shall not be deemed to be rejection for a discriminatory reason.

2. Transfer applications will be reviewed in the order they are received.

    a. Applications must be submitted on an official SDE transfer form.
    b. Properly completed applications will be time-stamped by the receiving school official and processed in the order in which they are received.
    c. A transferring student's application may not be considered if it is not filled out completely and may be denied if the parent makes a fraudulent, intentional, or material misrepresentation on the application.
    d. Current year transfer requests will stay on file until the end of the current school year.

e. Transfer applications for the following school year will open on the first business day on or after June 1st.
f. Review of all transfer applications will begin on July 1 prior to the upcoming school year.

3. OPS employees' children will be allowed to transfer to OPS regardless of capacity.
4. Siblings of existing transfer students may be granted a transfer and placed in the same building regardless of capacity. For siblings to be granted a transfer regardless of capacity, a transfer student must have been established at a site for one school year prior to siblings being granted a transfer at the same school site.
5. A student who has attended Owasso Public School for three years or more may be granted a transfer regardless of capacity.
6. A sibling of a transferred student, who is in the custody of the Oklahoma Department of Human Services in foster care, may attend the District of the transferred student as long as the District has capacity and the sibling does not meet a basis for denial as set for in this policy. Except for a student in the custody of the Oklahoma Department of Human Services in foster care, a student shall not transfer more than two (2) times per school year to one or more school districts in which the student does not reside, provided that the student may always re-enroll at any time in his or her district of residence.
7. Students who are the dependent children of a member of the active uniformed military services of the United States on full-time active-duty status and students who are the dependent children of the military reserve on active duty orders shall be eligible for admission to the school district regardless of capacity of the district. Students shall be eligible for military transfer if:
    a. At least one parent of the student has a Department of Defense issued identification card; and
    b. At least one parent can provide evidence that he or she will be on active-duty status or active-duty orders, meaning the parent will be temporarily transferred in compliance with official orders to another location in support of combat, contingency operation or a national disaster requiring the use of orders for more than thirty (30) consecutive days.
8. Upon establishing the current students who will be attending at a grade level at any school site, the number of available transfer slots will be established.
    a. Capacity will be determined based on the following criteria:
        i. A transfer application to Owasso High School may be denied if
            1. The transfer causes the grade level to exceed:

a. 9th Grade 750,
b. 10th Grade 725,
c. 11th Grade 725,
d. 12th Grade 700,

ii. A transfer application for 6th - 8th grade may be denied if
1. The transfer causes the grade level to exceed:
a. 6th Grade 750,
b. 7th Grade 750,
c. 8th Grade 750,

iii. A transfer application for PreK through grade 5 will be denied if approval would result in a class size greater than 20 students in grades PreK through grade 5.

iv. Special education transfer rules have NOT changed as a result of SB 783 or HB 3038.

b. Siblings from the same family must apply separately for a transfer and will be considered separately if the district has capacity in the grade level requested and there is not a reason for denial as listed in item 1 of this document.

9. Available slots will be posted on the district website.

Current Capacities by Grade and Site as of 7/1/23

Site	Capacity	Current	Available Slots
Ator Elementary - Pre-K	40	30	10
Ator Elementary - Kindergarten	60	65	0
Ator Elementary - 1st Grade	60	65	0
Ator Elementary - 2nd Grade	60	54	6
Ator Elementary - 3rd Grade	60	65	0
Ator Elementary - 4th Grade	60	62	0
Ator Elementary - 5th Grade	60	69	0
Bailey Elementary - Pre-K	40	33	7
Bailey Elementary - Kindergarten	60	67	0
Bailey Elementary - 1st Grade	60	68	0
Bailey Elementary - 2nd Grade	60	68	0
Bailey Elementary - 3rd Grade	60	74	0
Bailey Elementary - 4th Grade	80	97	0
Bailey Elementary - 5th Grade	80	69	11
Barnes Elementary - Pre-K	40	31	9

Barnes Elementary - Kindergarten	80	76	4
Barnes Elementary - 1st Grade	80	80	0
Barnes Elementary - 2nd Grade	80	76	4
Barnes Elementary - 3rd Grade	80	82	0
Barnes Elementary - 4th Grade	80	84	0
Barnes Elementary - 5th Grade	80	85	0
Hodson Elementary - Pre-K	40	34	6
Hodson Elementary - Kindergarten	80	94	0
Hodson Elementary - 1st Grade	80	93	0
Hodson Elementary - 2nd Grade	80	82	0
Hodson Elementary - 3rd Grade	80	82	0
Hodson Elementary - 4th Grade	80	87	0
Hodson Elementary - 5th Grade	80	92	0
Mills Elementary - Pre-K	40	40	0
Mills Elementary - Kindergarten	80	78	2
Mills Elementary - 1st Grade	80	77	3
Mills Elementary - 2nd Grade	60	67	0
Mills Elementary - 3rd Grade	60	58	2
Mills Elementary - 4th Grade	80	80	0
Mills Elementary - 5th Grade	60	68	0
Morrow Elementary - Pre-K	40	41	0
Morrow Elementary - Kindergarten	100	116	0
Morrow Elementary - 1st Grade	100	110	0
Morrow Elementary - 2nd Grade	80	88	0
Morrow Elementary - 3rd Grade	80	108	0
Morrow Elementary - 4th Grade	80	77	3
Morrow Elementary - 5th Grade	80	96	0
Northeast Elementary - Pre-K	40	39	1
Northeast Elementary - Kindergarten	80	79	1
Northeast Elementary - 1st Grade	80	90	0
Northeast Elementary - 2nd Grade	60	61	0
Northeast Elementary - 3rd Grade	60	65	0
Northeast Elementary - 4th Grade	80	84	0
Northeast Elementary - 5th Grade	80	74	6
Smith Elementary - Pre-K	40	27	13

Smith Elementary - Kindergarten	60	59	1
Smith Elementary - 1st Grade	60	67	0
Smith Elementary - 2nd Grade	60	58	2
Smith Elementary - 3rd Grade	60	65	0
Smith Elementary - 4th Grade	60	55	5
Smith Elementary - 5th Grade	60	53	7
Stone Canyon Elementary - Pre-K	40	45	0
Stone Canyon Elementary - Kindergarten	80	70	10
Stone Canyon Elementary - 1st Grade	100	99	1
Stone Canyon Elementary - 2nd Grade	100	102	0
Stone Canyon Elementary - 3rd Grade	80	96	0
Stone Canyon Elementary - 4th Grade	80	86	0
Stone Canyon Elementary - 5th Grade	100	95	5
6th Grade Center	750	771	0
7th Grade Center	750	760	0
8th Grade Center	750	756	0
Owasso High School - 9th Grade	750	816	0
Owasso High School - 10th Grade	725	723	2
Owasso High School - 11th Grade	725	731	0
Owasso High School - 12th Grade	700	654	46

TECHNOLOGY SURPLUS JUNE 2023

Carts

Asset Type	Manufacturer	Model	Serial
Top-Load Charge Cart	Lock & Charge	Unknown	N/A
Front-Load Charge Cart	Unknown	Unknown	N/A

Monitors

Asset Type	Manufacturer	Model	Serial
monitor	acer	v173	83790407340
monitor	acer	v173	91810043340
monitor	acer	al1717	81205465340
monitor	acer	al1717	48ded05
monitor	acer	V173	93405392140
monitor	acer	v173 b	91810070740
monitor	acer	v173 b	83790402840
monitor	acer	v193w	etlc10808600111cd84234
monitor	acer	V173	0C34021
monitor	acer	al1716a	etl480b29772503d36394f
monitor	acer	V173	C4B4021
monitor	acer	V173	5B44021
monitor	acer	v193w	etlc10808600111cf74243
monitor	acer	al1706	63380084240
monitor	asus	vw199	dclmtf031419
monitor	asus	vw199	d7lmtf041948
monitor	asus	vt207	e7lmtf071145
monitor	asus	vt207	e7lmtf069904
monitor	asus	vw199	d6lmtf104246
monitor	asus	vh192	99lmiz054317
monitor	asus	vw199	dclmtf030962
monitor	asus	vw199	e5lmtf162656
monitor	asus	vw199	d7lmtf136681
monitor	asus	vw199	d7lmtf136491
monitor	asus	ve199	d7lmtf136504
monitor	asus	vh196t	a2lmiz06850
monitor	asus	vh196	a5mlz062098
monitor	asus	VH202	ABLMTF105261
monitor	asus	VW199	F029837
monitor	asus	VW199	F043091
monitor	asus	VW198	Z091464
monitor	Asus	VW199	F168160
monitor	asus	VH198T	Z091463
monitor	Asus	VH198T	
monitor	Asus	VH198T	Z003213
monitor	Asus	VH198T	Z003632

monitor	Asus	VH198T	Z091455
monitor	Asus	VH198T	Z091943
monitor	asus	VH198T	Z091466
monitor	asus	VH198T	Z003168
monitor	asus	VH198T	Z091469
monitor	Asus	VH198T	Z091481
monitor	asus	VH198T	Z091457
monitor	asus	VH198T	Z008617
monitor	asus	VH198T	Z091460
monitor	asus	VH202	F074489
monitor	asus	VH198T	Z001573
monitor	asus	ve198	c5lmqs046770
monitor	dell	p2419h	cn-0g8tvh
monitor	dell	p2419h	cn-0v50xy
monitor	dell	p2419h	
monitor	dell	P2419h	04L8V5LA09
monitor	dell	E2417H	CN-0T4KPW-QDC00-938-1JHB-A06
monitor	dell	1909WF	6340015
monitor	Dell	P2419h	DM7BA03
monitor	Dell	P2419h	5LHBA09
monitor	dell	P2419h	5KUBA09
monitor	dell	P2419h	cn-ov50xy-qdc00-944-affl-a03
monitor	dell	p2419h	8RVLA09
monitor	samsung	b2330h	z1mxhckb201216v
		V173	85105468890
		V173	77650233544
monitor		VW199	F021141

PCs

Asset Type	Manufacturer	Model	Serial
chromebook	asus	c202s	g6nxcx01h11624d
chromebook	asus	c202s	g6nxcx01h128249
chromebook	asus	c202s	g6nxcx01h131246
chromebook	lenovo	n23	lr0852l1
chromebook	lenovo	n23	lr08c3us
desktop	Safari Montage	T6401	6381
desktop	VPlus	B43ld-29c2d4g320	10h0521
desktop	Thin Tower	Thin Tower	1614B008300913
desktop	VPlus	DH61CR-31Ci34G	11E07123
desktop	VPlus	DH61CR-31Ci34G	11E07109
desktop	VPlus	DH61CR-31Ci34G	1621904030008
desktop	thin tower		
desktop	thin tower		
desktop	thin tower		
desktop	thin tower		
desktop	thin tower		
desktop	thin tower		

desktop	thin tower		
desktop	thin tower		
desktop	thin tower		
desktop	thin tower		
desktop	thin tower		
desktop	this tower		
desktop	vplus		
desktop	atlas computers	N/A	PIV2004H10274
desktop			
desktop			
desktop	lab machine	7010	a203940
desktop	InWin	IW-Z589T	1AAZAGAI00033X
desktop	vplus	dh61cr-31ci34g	11j211338
desktop	atlas		ac12005b10405
desktop	vplus		ops2004184
desktop	dell	opti 7010	f3mfgx1
desktop	vplus	dh61cr-31ci34g	11F211231
desktop	vplus	dh61cr-31ci34g	11F211206
desktop	slim		
desktop	slim		AC12005110906
desktop	Atlas		
desktop	No brand	3rd gen i3	16235021900011
desktop	NA		16157121800364
Desktop	Apple	iMac	W801751T5PC
Desktop	Apple	iMac	W80174XF5PC
Desktop	Apple	iMac	W801751R5PC
Desktop	Apple	iMac	W80174YC5PC
Desktop	Apple	iMac	W80174XA5PC
Desktop	Apple	iMac	W801751V5PC
Desktop	Apple	iMac	W8810EKCZE4
Desktop	Apple	iMac	C17KG9Y5DNCR
Desktop	Apple	iMac	W801751P5PC
Desktop	Dell	Optiplex 9010	6X21GX1
Desktop	Dell	Optiplex 7010	N/A
Desktop	Dell	Optiplex 9010	7090GX1
Desktop	Dell?	Slim Tower	16144089300606
Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
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Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
Desktop	Vplus	i3/lab	
Desktop		thin i3	
lab pc	dell	optiplex 7010	A203911
lab pc	dell	optiplex 7010	A203912
lab pc	dell	optiplex 7010	A189844
lab pc	dell	optiplex 7010	A189654
lab pc	dell	optiplex 7010	A189766
lab pc	dell	optiplex 9010	A190013
lab pc	dell	7010	3brygx1
lab pc	dell	7010	9dxdfx1
lab pc	dell	9010	JNBT6Y1
lab pc	dell	9010	JN7Y6Y1
lab pc	dell	9010	71PZFX1
lab pc	dell	7010	4778HX1
lab pc	del	7010	a189655
lab pc	dell	optiplex 9010	jnfk6y1
lap pc	dell	7010	5sy9pw1
laptop	Lenovo	thinkpad	r9-lyxyd
laptop	lenovo	b590	wb10699024
laptop	hp	probook 455 g2	cnd438368g
laptop	acer	aspire d150	91108417416
laptop	dell	latitude e5450	F9T9Y52
laptop	acer	aspire one pro	92903468616
laptop	acer	aspire one pro	92903611616
laptop	acer	aspire one pro	92904359116
laptop	acer	aspire one pro	92903993016
laptop	acer	aspire one pro	92904479216
laptop	acer	aspire one pro	92904496216

laptop	acer	aspire one pro	92904463516
laptop	acer	aspire one pro	92904146816
laptop	acer	aspire one pro	92905642416
laptop	acer	aspire one pro	92904422116
laptop	acer	aspire one pro	92903705616
laptop	hp	Hp protectsmart	
laptop	toshiba	Tecra	za139608h
laptop	hp	robotics	2ce4131w55
laptop	lenovo	b590	wb11377251
laptop	dell	pp37l	bmgwdn1
laptop	asus	u56e	b6noas461216259
Laptop	HP	Pavilion DV2	CNC916MK1
Laptop	Acer	Aspire One P351h-1791	LUS90060909090912B1601
Laptop	Acer	Aspire One P351h-1792	LUS920609292908FE61061
Laptop	Acer	Aspire One P351h-1793	LUS9206092929087611601
Laptop	Acer	Aspire One 722-BZ197	LUSFT020681164E50E1601
Laptop	Acer	Aspire One D225E-2659	LUSF10D17410431A401601
Laptop	Acer	Aspire One 722-BZ197	LUSFT020681164DB3B1601
Laptop	Acer	Aspire One 722-BZ197	LUSFT020681164DA6F1601
Laptop	Acer	Aspire One 722-BZ197	LUSFT020681164DBCE1601
Laptop	Acer	Aspire One 722-BZ197	LUSFT020681164DEDD1601
laptop	hp	nx9010	cnf42417sy
laptop	toshiba	l450	7a402145k
laptop	toshiba	l50-a	4e189428y
laptop	hp	protect smart	CND4260RDP
laptop	HP	HP 350 G1	4402KXD
laptop	Toshiba	Satellite L50-A	4E189385U
laptop	Lenovo	B590	WB10682603
laptop	lenovo	e431	pf0d647
laptop	HP	Pro Book	
laptop	Lenovo	E531	
laptop	toshiba	Satellite L50-A	4E189395U
laptop	toshiba	satellite l450	7a403728k
laptop	toshiba	satellite l450	7a402048k
laptop	toshiba	satellite l450	7a403360k
laptop	toshiba	satellite l450	7a402166k
laptop	toshiba	satellite l450	7a404007k
laptop	lenovo	thinkpad	r8yah40
laptop	dell		20266389973
laptop	dell	latitude 6430	
laptop	toshiba	Satellite L50-A	4E189360U
laptop	toshiba	Satellite Pro L450-Z2510T	7A404305K
laptop	toshiba	Satellite L50-A	4E189360U
laptop	lenovo	thinkpad	sl10h41170
laptop	lenovo	thinkpad A270	sn8k31082
laptop	Dell	PP05L	Y7KT7-CDV9T
laptop	Lenovo	ThinkPad E545	

laptop	Lenovo	ThinkPad E420S	PVFK6-RHF7C
laptop	Acer	Aspire One	D5FB1601
laptop	Acer	Travel Mate 2300	2A28EM13
Laptop	Lenovo	Thinkpad	R8YAH30
Laptop	Dell	Latitude E5450	5TS8K72
laptop	toshiba	satellite L50-a	4e189538u
net book	acer	aspire one	93419445916
net book	acer	aspire one	93419543816
old tower	gskill	duo core	ops-sro2
old tower		thin tower	16151053500085
PC		Core 2 Duo	
PC		Core 2 Duo	
pc		core 2 duo	11L101444
pc	hp	prodesk	mxl51623pc
pc		old digital signage	1627c0009207
Tablet	Samsung	SM-T210R	RF2DB0L93WK
Tablet	Samsung	SM-T210R	RF2DB1EVCLZ
Tablet	Samsung	SM-T210R	RF2DA11CW6P
Tablet	Amazon	SR043KL	N/A
Tablet	Amazon	SV98LN	N/A
Tablet	Amazon	SV98LN	N/A
Tablet	Amazon	SV98LN	N/A
Tablet	Amazon	SV98LN	N/A
Tablet	Amazon	SV98LN	N/A
Tablet	Samsung	SM-T210R	RF2D911HQ6Z
Tablet	Amazon	SV98LN	N/A
Tablet	Amazon	SV98LN	N/A
Tablet	Amazon	PW98VM	N/A

Printers

Asset Type	Manufacturer	Model	Serial
fax	brother	intellitone4100e	u61639g7j675751
print fax	brother	fax-2840	u63274d6j265896
print/fax	hp	officejet pro 8720	cn828c607q
printer	brother	mfc-l2750dw	u69488m8n899043
printer	brother	HL-L2305W	U63934G4N286106
printer	Brother	MFC-7860DW	N463086
printer	brother	mfc-7860dw	u5776k8h55228
printer	brother	lc65	u62053k8f362372
printer	brother	HL-2170W	U61946K7J194305
printer	canon	mx432	k10375
printer	Epson	Officejet 8600	
printer	hp	Laserjet p1102w	vnb3v75330
printer	hp	Laserjet pro 400	jpgfh11911
printer	hp	office jet pro 8610	cn525ex2dk
printer	hp	Laserjet p1505n	vnd3c15505

printer	hp	Laserjet cp2025	cngs480910
printer	hp	enterprise m605	cndck2j0qt
printer	hp	Laserjet p1102w	vnb3418743
printer	hp	Laserjet p1102w	vnd3l84163
printer	hp	psc 2175	my46mf41tt
printer	hp	laserjet p1606dn	vnb3m56393
printer	hp	laserjet 1020	cnvk765643
printer	hp	OfficeJet Pro8620	cn564fk0Qc
printer	hp	LaserJet Pro 400 MFP	CND8FDH22L
printer	HP	CB507a	CNDX307188
printer	HP	LaserJet 1022	VNB3H20246
printer	hp	laserjet p4014n	cndx103646
printer	hp	Laserjet 1022	vn83h20246
printer	hp	desk jet 2132	f5s28-80022
printer	hp	desk jet 2510	cn36e3jhcx
printer	hp	desk jet 2540	cn42i3b83b
printer	hp	officejet j5780	cn7brcf2tq
printer	hp	Color Laserjet CP 2025	CNGSB49739
printer	hp	LaserJet Pro 400 M401dne	PHGFF03193
printer	hp	Laserjet 1102w	vnb3z77922
printer	hp	LaserJet 1020	CNBK650634
printer	hp	Laserjet 1020	cnb9233354
printer	HP	HP LaserJet 1022n	CNBC56813D
printer	HP	HP LaserJet P2055dn	JPBF941925
printer	HP	HP LaserJet P1606dn	VNB3B97125
printer	HP	laserjet 1020	CNB2700984
printer	hp	Laserjet 1006	vnd3f63700
printer	HP	Deskjet 6540	MY4A93P26Q
printer	HP	Laserjet 600	
printer	HP		CNBC56813R
printer	HP		VND3432790
printer	HP	LaserJet Pro 400 M401n	PHGDF27641
printer	hp	office jet 6600	cn37r7rhsc
printer	hp	Laserjet p2035n	cnb9s18353

Projectors

Asset Type	Manufacturer	Model	Serial
Projector	3m	x20	986205
Projector	Casio	Xja240v	
Projector	dell	s560p	2ntlj92
Projector	dell	s560p	7j8mj92
Projector	Dell	s560p	2PTLJ92
Projector	Dell	s560p	5MTL392
Projector	Dell	s560p	GK8MJ92
Projector	dell	s560p	9K8MJ92
Projector	dell	s560p	5j8mj92
Projector	dell	s560p	4NTLJ92

Projector	dell		
Projector	Dell	S560P	3STL392
Projector	Dell	S560P	ATRRM32
Projector	Dell	S560P	D78KJ92
Projector	Dell	S560P	5C8MJ92
Projector	Dell	S560P	CN036FF4S00816B70050
Projector	Dell	S560P	B48M192
Projector	dell	s560p	hqtlj92
Projector	dell	s560p	7ntlj92
Projector	epson	s27	vu9k6y04686
Projector	epson	pl965	u53k4z00062
Projector	epson	bl455wi	pc7f152239L
Projector	epson	bl455wi	pc7f152217l
Projector	epson	bl455wi	pc7f190049l
Projector	epson	bl450wi	mrkf0x1130l
Projector	epson	pl1221	psbf1y0198l
Projector	epson	pl 905	paak3600439
Projector	Epson	pw965	u53k4201474
Projector	Epson	450wi	mrkf081250L
Projector	epson	powerlite 965	
Projector	epson	s27	vu9k7103163
Projector	epson	pl905	paak3600634
Projector	epson	pl965	u53k4900439
Projector	Epson	PW109	
Projector	Epson	PL95	
Projector	Epson	PL95	
Projector	Epson	PL84+	070697L
Projector	epson	kr85	PAAK3600463
Projector	epson	pl965h	vsak5500517
Projector	epson	bl695wi	x28c7x00352
Projector	epson	PL905	PAAF350279L
Projector	epson	pl965	4z00361
Projector	epson		PAAK36006330
Projector	epson	s27	vu9k6y04717
Projector	epson	pl99wh	VT9K6600885
Projector	epson	s27	6z01433
Projector	epson	BL455Wi	PC7F11O842L
Projector	epson	BL455Wi	PC7F0Z331L
Projector	epson	BL455Wi	PC7F0Z3651L
Projector	epson	s27	VU9K6Y04674
Projector	epson	965	U53K4900209
Projector	epson	455wi	PC7F0Z3503L
Projector	epson	PL905	PAAF2Y0043L
Projector	epson	965	VSAK5500865
Projector	epson	s27	VU9K6Y04583
Projector	epson	PL98	U48K4603079
Projector	epson		5500379

Projector	epson		VU9K6Y04572
Projector	epson	PL965	U53F390079L
Projector	epson	PL905	
Projector	epson	BL455WI	
Projector	Epson	PL965	U53K4Z00001
Projector	Epson	BL485WI	QU7F270233L
Projector	Epson	PL905	PAAF290191L
Projector	Epson	PL965	U53K4300221
Projector	Epson	PL965	U53K4701757
Projector	Epson	PL965	VSAK5500864
Projector	Epson	PL905	PAAF350276L
Projector	Epson	965H	VSAK5500504
Projector	Epson	PL965	U53K4Z00006
Projector	Epson	BL485WI	QU7F2Y1287L
Projector	Epson	BL455WI	PC7F152207L
Projector	Epson	PL96W	P9QF161195L
Projector	Epson	PL965	U53K4701772
Projector	Epson	PL965	U53K4800132
Projector	Epson	965H	5500451
Projector	Epson	PL965	U63K4Z00360
Projector	Epson	BL455WI	QU7K3Z01853
Projector	Epson	BL455WI	MRKF0X0474L
Projector	Epson	BL585WI	UHVF510174L
Projector	Epson	PLS27	VU9K7103067
Projector	Epson	PL965	U53K4Z00059
Projector	Epson	PLS27	VU9K7103055
Projector	Epson	PL905	PAAF330196L
Projector	Epson	PL965	U53K4Z00060
Projector	Epson	BL695WI	X28C7X00397
Projector	Epson	PL965	U53K4501893
Projector	Epson	PL109W	X4Z37Z01784
Projector	Epson	PL905	PAAF330193L
Projector	Epson	PL905	PAAK3600502
Projector	Epson	PL965	U63K4501706
Projector	Epson	PL905	PAAK3800455
Projector	epson	PL905	PAAK3800457
Projector	epson	pl905	paaf290183L
Projector	mitsubishi	xd430u	6461
Projector	mitsubishi	xd430u	1708846
Projector	Mitsubishi	XD430U	
Projector	Mitsubishi	XD430U	
Projector	nec	np300	9800115ej
Projector	nec	vt460	3401591ne
Projector	nec	np410	0602111FD
Projector	nec	vt695	8502729fk
Projector	nec	np410	0602111fd
Projector	nec	vt670	no serial

Projector	nec	vt695	8601979fk
Projector	nec	mp410	0602108fdz
Projector	nec	VT695	8501996FK
Projector	nec	np400	8x01224eb
Projector	nec	np400	8y01437ec
Projector	nec	np300	9800100ej
Projector	nec	np300	9600574fj
Projector	NEC	VT695	
Projector	nec	vt695	8502929dk
Projector	NEC	vt695	8501843FK
Projector	nec	np300	9600567FJ
Projector	nec	np300	9800110ej
Projector	nec	np300	9800124ej
Projector	NEC	NP400	8Y00882EC
Projector	nec	np300	eerm112
Projector	NEC	VT676	7GCRM401
Projector	NEC	VT695	8301090FJ
Projector	NEC	NP300	9600584FJ
Projector	NEC	VT695	8301062FJ

Server/Network

Asset Type	Manufacturer	Model	Serial
Desktop UPS	APC		
Desktop UPS	APC		
Desktop UPS	APC		
Firewall	Sonicwall	NSA 240	0017C551CD10
Firewall	Sonicwall	NSA 240	0017C565724A
Firewall	Sonicwall	PRO	0040101161E8
Firewall	Sonicwall	NSA-240	0017C55193C8
Firewall	Zywall	100	S3Z15337117
LCD KVM Switch	MasterView	CL1008M	Z8A57102AMA0001
LCD KVM Switch	MasterView	CL1008M	Z8A13039AM90010
LCD KVM Switch	MasterView	CL1008M	Z8A18039AM0025
LCD KVM Switch	MasterView	CL1008M	Z89CP099AJ90010
LCD KVM Switch	MasterView	KL1116	A185E168BLZ0014
Rack mount server	Safari Montage	N/A	N/A
Rack mount server	Supermicro	825-7	S60QTNTP0401922
Rack mount server	Supermicro	825-7	S60QTNTP0401930
Rack mount server	Supermicro	825-7	S10626422B15822
Rack mount server	Supermicro	825-7	S60QTNTP9905585
Rack mount server	Supermicro	825-7	S10626423412218
Rack mount server	Supermicro	825-7	S09628222011971
Rack mount server	Supermicro	825-7	
Rack mount server	Supermicro	825-7	S6F26T321715818
Rack mount server	Supermicro	813M-2	SSFGIMT11715272
Rack mount server	Supermicro	825-7	S60QTNTP0315452
Rack mount server	Supermicro	825-7	S60QTNTP0512746

Rack mount server	Supermicro	825-7	S60QTNTP0707866
Rack mount server	Supermicro	825-7	S10626423412226
Rack mount server	Supermicro	825-7	S10626423B07905
Rack mount server	Supermicro	825-7	S60QTNTP0707868
Rack mount server	Supermicro	825-7	S10626423412194
Rack mount server	Supermicro	825-7	S60QTNTP0400454
Rack mount server	Supermicro	825-7	S60QTNTP060647
Rack mount server	Supermicro	825-7	S106226423412198
Rack mount server	Supermicro	825-7	S60QTNTP0B20261
Rack mount server	Supermicro	825-7	S10626423201985
Rack mount server	Supermicro	825-7	S60QTNTP9602017
Rack mount server	Supermicro		12607
Rack mount server	Supermicro	825-7	S60QTNTP0315451
Rack mount server	Supermicro	825-7	S10626423B07899
Rack mount server	Supermicro	825-7	S60QTNTP0B20284
Rack Mount Server	SuperMicro	825-7	
Rack Mount Server	SuperMicro	825-7	
Rack Mount Server	SuperMicro	825-7	
Rack Mount UPS	CyberPower	OL3000RTXL	WBHCT2000078
Rack Mount UPS	CyberPower	PR2200L	PP09X3000269
Rack Mount UPS	CyberPower	PR2200L	PP09Z2000174
Rack Mount UPS	CyberPower	OL3000RTXL	WBHCT2000052
Rack Mount UPS	CyberPower		2CJ7511957
Rack Mount UPS	CyberPower	PR2200L	PP09Z2000187
Rack Mount UPS	CyberPower	pr2200l	PP08V2000068
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	
Rack Mount UPS	TrippLite	1500RM2U	2639BY0SM82060067
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600931
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600925
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600945
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00022
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600926
Rack Mount UPS	TrippLite	1500RM2U	2643BY0SM820600720
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600199
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600201
Rack Mount UPS	TrippLite	1500RM2U	2639BY0SM820600720
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM8206000929
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00014

Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00016
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00020
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00013
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00001
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00017
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00015
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00012
Rack Mount UPS	TrippLite	1500RM2U	2643BY0SM820600722
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600184
Rack Mount UPS	TrippLite	1500Rm2U	2635BY0SM820600923
Rack Mount UPS	TrippLite	1500RM2U	2629BY0SM820600759
Rack Mount UPS	TrippLite	1500RM2U	2639BY0SM820600617
Rack Mount UPS	TrippLite	1500RM2U	2639BY0SM820600613
Rack Mount UPS	TrippLite	1500RM2U	2634BY0SM820600721
Rack Mount UPS	TrippLite	1500RM2U	2643BY0SM820600719
Rack Mount UPS	TrippLite	1500RM2U	2639BY0SM820600615
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00024
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00033
Rack Mount UPS	TrippLite	1500RM2U	2643BY0SM820600717
Rack Mount UPS	TrippLite	1500RM2U	2635BY0SM820600329
Rack Mount UPS	TrippLite	1500RM2U	2639BY0SM820600755
Rack Mount UPS	TrippLite	1500RM2U	2801DY0SM820600675
Rack Mount UPS	TrippLite	1500RM2U	2639BY0SM820600585
Rack Mount UPS	TrippLite	1500RM2U	2551AY0SM884E00025
Rack Mount UPS	TrippLite	1500RM2U	2643BY0SM820600717
Router	Ruckus	ZD1000	360801004976
Switch	3COM	SuperStack II	7TSV466480A
switch	d-link	dss-8+	
Switch	Extreme	x440p	1450N-41102
Switch	Extreme	X440	1623N-42068
Switch	Extreme	X440	1624N-40800
Switch	Extreme	X440	1624N-40842
Switch	Extreme	X440	1624N-40912
Switch	Extreme	X440	1441N-41006
Switch	Extreme	X440	1441N-40999
Switch	Extreme	X440	1451N-43594
Switch	Extreme	X440	1451N-43605
Switch	Extreme	X440	1451N-43597
Switch	Extreme	X440	1432N-40043
Switch	Extreme	X440	1451N-43596
Switch	Extreme	X440	1432N-40042
Switch	Extreme	X440	1441N-41004
Switch	Extreme	X440	1403N-42812
Switch	Extreme	X440	1624N-40801
Switch	Extreme	X440	1624N-40833
Switch	Extreme	X440	1623N-42132
Switch	Extreme	X440	1611N-43379

Switch	Extreme	X440	1351N-43900
Switch	Extreme	X440	1624N-40840
Switch	Extreme	13011	9933M-02501
Switch	Extreme	200-24	0422G-00283
Switch	Extreme	x440	1447N-41034
Switch	Extreme	x400	1450N-41103
Switch	HP	Procurve	TW547SE04L
switch	hp	hp1410	
Switch	HP	2620	TW547SE09
Switch	HP	2620	TW336PBOUX
Switch	HP	Procurve	TW539SD0MU
Switch	HP	1810G	CN1102G1LX
Switch	HP	2520	CN014DB0MH
Switch	HP	2626	TW547SE0B1
Switch	SmartStack	ELS100-24TX	99110282710A
Switch	TrendNet	TPE-224WS	C21409A100167
Switch	TrendNet	TPE-224WS	CA1130A154118
Wireless Cntrlr	Ruckus	ZD1000	290801000866

Smartboards

Asset Type	Manufacturer	Model	Serial
smartboard	polyvision	wt1600	pv75001690103064135
smartboard	smart	sb680	149057
smartboard	smart	sb680	602368
smartboard	smart	sb560	a51715
smartboard	smart	sb560	a51613
smartboard	smart	sb560	a54136
smartboard	smart	sb560	730970
smartboard	smart	sb560	2488205
smartboard	smart	sb560	a53613
smartboard	smart	sb560	a52028
smartboard	smart	sb560	a53610
smartboard	smart	sb560	
smartboard	smart	sb680	669847
smartboard	smart	sb680	977045
smartboard	smart	sb680	sb680-033235
smartboard	smart	sb680	851502
smartboard	smart	sb680	986205
smartboard	smart	sb680	877146
smartboard	smart	sb680	361663
smartboard	smart	sb680	876737
smartboard	smart	sb680	602367
Smartboard	smart	sb680	846875
Smartboard	smart	sb680	A36341
smartboard	smart	sb680	21541
smartboard	smart	sb680	466277
smartboard	smart	sb680	21526

smartboard	smart	sb680	
smartboard	smart	sb680	A52017
smartboard	smart	sb680	
smartboard	smart	sb680	76785
smartboard	smart	sb680	35615
smartboard	smart	sb680	8263230
smartboard	smart	sb680	762720
smartboard	smart	sb680	877143
smartboard	smart	sb680	
smartboard	smart	sb680	
smartboard	smart	sb680	
smartboard	smart	sb680	A53617
smartboard	smart	sb680	A53619
smartboard	smart	sb680	A54146
smartboard	smart	sb680	A53620
smartboard	smart	sb680	BLYMEDIA
smartboard	smart	sb680	A54141
smartboard	smart	sb681	A54064
smartboard	smart	sb560	855724
smartboard	smart	sb560	851120
smartboard	smart	sb680	a52114
smartboard	smart	sb680	A42113
smartboard	smart	sb680	a51649

Miscellaneous

Asset Type	Manufacturer	Model	Serial
8 tape machines	eiki/magnavox		
Apple Cords Box (1)	Apple		
Audio Amp	Architectual Acoustics	ICA 2400	
Audio Amp (2)	Architectual Acoustics	ICA 1200	
Box DDR3 (2)			
Chromebook	Lenovo		
doc	aver	P0B7A	5312512090P
doc cam	aver	cp135	5311712090p
doc cam	aver	cp355	6495410030p
doc cam	aver	u15	4010114091951
doc cam	aver	u50	4010217112077
doc cam	aver	cp300	6294509030p
doc cam	aver	cp300	5541109030p
doc cam	aver	Vision300	530505650148
doc cam	aver	300af+	5305056500148
doc cam	aver	P0A7	5088809060P
doc cam	aver	P0H7A	5306748000134
doc cam	aver	poa7	514090909p
Doc cam	aver	POB7A	5098911050p
Doc Cam	Aver	P0U1	40114091845

Doc cam	Aver	POB7A	
Doc cam	Aver	POB7A	
Doc Cam	aver	Aver vision F30	5110413040P
doc cam	aver	poh3	5305056500133
doc cam	aver		
doc cam	aver	P0B7	5596110060P
doc cam	aver	POU1	4010114110129
Doc cam	Aver	AverVision 300AF+	5305056500173
Doc cam	Aver	P0U1	4010114091941
doc cam	dukane	336B	D41E02447
doc cam	elmo	ev2000af	424404
Doc cam	Elmo	TT-12	1283583
Doc Cam	Elmo	TT-02RX	577264
Doc cam	hover cam	ultra 8	UT8160900297DC39
doc cam	hover cam	ultra 8	UT817010049025F5
doc cam	hovercam	ultra 8	ut8170100327e291
doc cam	hovercam	ultra 8	ut81612002337af1
doc cam	hovercam	solo 8	sl8p2104022388946
Doc Cam	Hovercam	Ultra 8	UT8170100487227E
Doc Cam	HoverCam	Ultra 8	2938B4A
doc cam	hovercam	solo 8	sl8p20110659600a3
doc cam	hovercam	ultra 8	UT8161200239D15F
doc cam	hovercam	solo 8	sl8p21040201244ec
doc cam	hovercam	ultra 8	UT8170100478B860
doc cam	lumens	ladibug	d32b14579
doc cam	lumens	ladibug	d32b16949
doc cam	lumens	ladibug	d20c28350
doc cam	lumens	ladibug	32c13264
doc cam	Lumens	Ladibug	DC0C28059
doc cam	Lumens	Ladibug	DC0C29291
doc cam	Lumens	Ladibug	DC0C2A216
doc cam	Lumens	Ladibug	DC2B04289
doc cam	Lumens	Ladibug	DC0C28118
doc cam	Lumens	Ladibug	DC0C32956
doc cam	Lumens	Ladibug	DC0C38171
doc cam	Lumens	Ladibug	DC2B14618
doc cam	Lumens	Ladibug	DC0C32638
dock	dell	d6000	0c379605efba
dock	dell	d6000	0c379605b237
dock	dell	d6000	0c359605a9ae
dock	dell	d6000	0c379605a9e8
dock	dell	d6000	0c3796059256
dock	dell	d6000	9cebe8a9bf18
dock	dell	d6000	9cebe8a9bf52
dock	dell	d6000	0c379605c524
DOCK	Dell	d6000	n/a
DOCK	Dell	d6000	n/a

dock	dell	d6000	9cebe8b9eb26
dock	dell	d6000	0c37960420e0
dock	dell	d6000	0c3796059257
dock	dell	d6000	0c3796059228
Dock	dell	D6000	0C3796059411
Dock	dell	D6000	0C3796059315
dock	dell	d6000	9cebe8b99003
dock	dell	d6000	0C379605F110
dock	dell	d6000	0C379605F0AB
Dock	Dell	D6000	9CEBE8B98B9A
Dock	Dell	D6000	0C3796059315
Dock	Dell	D6000	0C3796059411
Dock	Dell	D6000	0C379605A99C
Dock	Dell	D6000	0C379605F274
Dock	Dell	D6000	
Dock	Dell	D6000	0C379605B1E1
Dock	Dell	D6000	0C379605F1F2
Dock	Dell	D6000	0C37960592EF
docking station	dell	d6000	9CEBE8B7A5C4
Document Camera	avermedia	cp300	6211109030P
Document Camera	AverMedia	P0C9	5689611010P
Document Camera	avermedia	cp300	6211109030P
Document Camera	Avervision	P0C9	5657511010P
Document Camera	Hovercam	Ultra 8	UT8181100782A839
DVD player	hp	LightScribe Multimedia	
DVD player	yamaha	dv-c6860	z259927tv
ereader	nook	nook	
Fax	Brother	Fax-2920	U61326E7J679770
Fax	PFU Limited	fi-6110	4461
keyboards (7)			
Laptop	Dell		
Laptop Bag			
Laptop Bag (2)			
Mini PC			
Network Switch	Super Stack 3Com	PS HUB 40 24 PORT	0702/KTSS3015E77
Overhead			
Overhead			
phone	shoretel	ip420	0010494e92e4
phone	shoretel	ip485g	104707FW16334B989F
phone	shoretel	IP420	104920FW16444DC462
phone	shoretel	ip420	104920fw16054e92d7
phone	shortel	ip420	00104942daec
phone	shortel	ip420	0010493addb9
Power Adapter	HP	65W A12	
Power Adapter	Leader electronics	IU40-11190-011S	
Receiver	Peavey	Digitool MX	
scanner	AccelScan	rl-221qusb	5546710060p

Scanner	Epson	J251A	K5ZW228807
speaker	cetacea	astro 003	
speaker	cetacea	astro 002	
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
tablet	Visual Land	ME-10QS	N/A
Tape Recorder	califone	5272AV	cj620051
timeclock	kronos	4500	00jc004705
vhs player	samsung	vr2656	61bg803377
wap	ruckus	r700	301503409306

CRW Consulting E-rate Services, LLC
Program Year 2024 (Year 27)
E-rate Contract

CRW E-rate Consulting, ("Agent" or "CRW") and **Owasso Indep School Dist 11** ("Applicant") each agree to perform the obligations listed below. This contract authorizes the Agent to file any FCC Form (including, but not limited to: FCC Forms 470, 471, 472, 486 and 500) on behalf of the Applicant for Program Year 2024 (services to be discounted generally from 07/01/2024 – 06/30/2025). These FCC forms are necessary to receive Universal Service Fund monies, more commonly known as the "E-rate Program."

This contract also authorizes an agent of CRW to (1) be listed as the contact person on the above referenced FCC forms; (2) sign, on behalf of the Applicant, any and all of said FCC Forms; (3) sign, on behalf of the Applicant, any and all additional FCC Forms which might become necessary to obtain discounts or stay within FCC Program rules, and (4) order services listed on the application on behalf of the Applicant. The Applicant agrees that the Applicant is strictly liable for any and all certifications and representations made on FCC Forms concerning the E-rate program, regardless of if an agent of CRW submits and signs said Form pursuant to this Contract.

This contract is subject to change based upon program rule changes made by the FCC or the Schools and Libraries Division (SLD) of the Universal Service Administrative Company, as well as any changes in applicable federal or state law. Either party's failure to fulfill the obligations listed below will discharge, at the option of the other party, such other party's obligations contained herein upon written notice. Applicant agrees to indemnify, defend, and hold harmless Agent for any and all claims arising hereunder or related to this Contract, including matters within the jurisdiction of state or federal administrative agencies, except for such claims based on Agent's own fraud, willful injury, gross negligence, or violation of the law. Any waiver by either party of any provision of this Contract shall not operate as, nor be construed to be, a waiver of any subsequent breach thereof. Liability for damages on the part of either party is strictly limited to the "Full Payment for Priority One Application" amount listed in the "Payment Terms" section of this Contract. This Contract is governed by the laws and regulations of the State of Oklahoma, regardless of the location of the Applicant, and any disputes arising hereunder shall be resolved in the applicable state or federal court for the County of Tulsa, State of Oklahoma. The parties consent to the jurisdiction of such courts and waive any jurisdictional or venue defenses otherwise available.

Signing below indicates acceptance that both parties will perform the responsibilities and accept the obligations listed therein for the applicable program year, and agree to follow the payment terms as described below. Signing below also indicates that both parties

agree to every provision of this Contract. Furthermore, both parties acknowledge that they had the opportunity to submit this Contract to counsel for review.

TWO IMPORTANT NOTES

1. **The document retention period for E-rate has changed from five years to ten years past the last day to receive service. For most applicants, this will mean that you will have to keep all of your E-rate related documents, including copies of the bills, proof of payment/POs, packing slips (for equipment) for a time period ending about 6/30/2035 for Category One Funding (this will be at the earliest 9/30/2035 for Category Two Funding).**
2. **Applicants are required to comply with all State and Local bidding and purchasing rules (such as public notice requirements, bond requirements, etc.). Failure to comply with these State or Local restrictions could result in the loss of funding/mandatory re-payment of funding. If you have these types of rules in place, please make sure you inform us and that you follow those rules.**

Responsibilities and Obligations of the Applicant

1. The Applicant understands that all services or products to be included on FCC Form 471 (The Application) must be competitively bid for a time period of no less than 28 days. **Any service which the Applicant wishes to have discounted by the E-rate program and is covered by a contract must undergo the proper 28 day competitive bidding cycle, and must be signed in the appropriate time period**. Bidding cycles may be longer than 28 days, but 28 days is the minimum bid period.
2. The Applicant agrees to provide a list of services or products to be included in the bidding process to the Agent (including identifying any contracts that may be expiring and need to be re-bid).
3. The Applicant understands that the bidding period begins the day the FCC Form 470 is filed on-line with the SLD's web site, or the date that the applicant posts their Request for Proposal (whichever is the later date begins the minimum 28 day window).
4. The Applicant agrees to inform the Agent of any state or local bidding restrictions and/or regulations before filing of FCC Form 470. These restrictions or regulations include, but are not limited to, newspaper advertisements, bonding requirements and/or other general media or public notification requirements.
5. The Applicant understands that during the bidding cycle that the Applicant must allow potential vendors equal opportunity to bid on the proposed services listed on FCC Form 470. The Applicant may choose to place qualifications on the bidding process, but any vendor who meets such qualifications must be allowed the opportunity to place a bid within the specified time period.
6. The Applicant understands that it is required to make cost-effective bidding decisions and that if the Applicant selects a service provider/bidder that is 2 times more expensive than the lowest bidder, USAC may deem that decision to not be

cost-effective (and want their funding back).

7. The Applicant understands and agrees that it is the Applicant's responsibility to complete the Competitive Bidding Process by evaluating any valid bids received.
8. The Agent may attempt to assist the Applicant's bid evaluation process by identifying what the Agent believes to be the cost of eligible goods and services provided on your bids. The Applicant agrees that it is the ultimate responsibility of the Applicant to determine the actual price of eligible goods and services to be evaluated and to verify those amounts listed by the Agent.
9. The Applicant agrees to notify CRW of any products or services to be included on the Application that are, or will be, purchased or governed by a contract (including contracts that are expiring and need to be re-bid).
10. The Applicant understands that all contracted services or products (that is, services or products that are purchased or governed by a contract) to be listed on the Application for discounts must be covered under a contract executed in the proper time period (after the bidding cycle is over, but before the close of the application window). The Applicant further understands that funding for services contracted for before the allowable 28 day bidding has ended, or after the 471 Application window has closed, will not be funded.
11. Applicant understands and will abide by the SLD's competitive bidding rules which state that price must be the primary factor in awarding bids. The Applicant further certifies that, in accordance with the SLD's competitive bidding rules, no bidding evaluation factor will be as heavily weighted as is the "price" evaluation factor.
12. Applicant agrees to document the bid evaluation process (a list of evaluation factors and how many points each bid received for each factor) for any service requested for which more than one bid is received. Sample bid evaluation sheets are available from CRW.
13. The Applicant agrees to provide Agent copies of an average month's bill for any services not covered under a contract and to be included on the Application. This may include, but is not limited to Internet access bills, and circuit bills.
14. The Applicant agrees to provide any information necessary to file any FCC form to the Agent upon request, within five working days. This includes, but is not limited to, free and reduced lunch information, monthly bills, copies of contracts, and letters that authorize the Agent to obtain account information.
15. <u>The Applicant agrees to retain any records related to the Application or other relevant FCC Forms for a period of ten years past the last day to receive service. This includes, but is not limited to, bids received, contracts, free and reduced lunch documentation, proof of payment for services, asset tracking info (packing slips, work orders, proof of delivery) and monthly bills that were or will be discounted by the SLD.</u>
16. The Applicant agrees to forward to the Agent any request for information originating from the SLD or USAC within three (3) working days.
17. The Applicant agrees to provide an authorized signature and date for any necessary FCC Form that has been prepared by the Agent.

18. The Applicant understands that it is the sole responsibility of the Applicant to follow and adhere to any and all relevant FCC, USAC, or SLD rules and regulations, as well as any applicable federal, state, or local laws.
19. The Applicant agrees to authorize and grant "full rights" to employees of CRW Consulting in USAC's EPC filing system.
20. Applicant recognizes and agrees that the Agent does not provide professional legal services nor does the Agent engage in the practice of law.
21. Applicant agrees to review draft copies of FCC Form 471 sent to the Applicant from the Agent for errors and omissions.

Responsibilities and Obligations of the Agent

1. Agent agrees to file on behalf of the Applicant any necessary FCC Form, including, but not limited to, FCC Forms 470, 471, 472, 486, 500, Service Provider Identification Number Change Letters, and Service Substitution Letters.
2. Agent agrees to notify the applicant of relevant program rule changes within a reasonable time period.
3. If desired by the Applicant, the Agent agrees to help determine the scope and details of the types of services or products to be included in the competitive bidding process. These services/products will be listed on FCC Form 470 and must undergo a minimum 28-day competitive bidding cycle.
4. Agent agrees to assist in preparing a Request for Proposal (RFP) or Invitation for Competitive Bids (IFCB) for E-rate eligible services, if desired by the applicant. This RFP/IFCB would supplement the FCC Form 470.
5. Agent agrees to review monthly bills, invoices, and/or contracts that are submitted to Agent in a timely manner for funding eligibility under the FCC rules and guidelines.
6. Agent agrees to submit, after receiving all necessary information from the Applicant, completed FCC Forms 470 and 471 to the SLD, before any relevant deadlines.
7. Agent agrees to answer on behalf of the Applicant any question or inquiry regarding the E-Rate Program or the services to be provided by Agent hereunder from the SLD, USAC, or any other such federal or state administrative agency.
8. Agent agrees to provide on-going E-rate support to the Applicant, as generally described above, and including providing reminders about upcoming deadlines, for a period starting no earlier than the execution date of this contract and ending no earlier than the end of the applicable program year (this will generally be about an 18 month time period).
9. Agent agrees to provide support in the event of a Selective Review, conducted by the SLD or their representatives covering an application filed by the Agent

PAYMENT TERMS: "Category One Applications" are defined as applications including only "Telecommunication Services" and/or "Internet Services" and/or Data Transmission Services" (including "Self-Provisioned Fiber, Leased Dark Fiber or Leased Lit Fiber"), or any other eligible "Wide Area Network service." Full payment to CRW for filing Category One applications on behalf of the client is in the amount of $4500 payable within 30 days of The Applicant receiving the invoice for payment from the Agent. Wide Area Network (WAN) design services (creating a detailed Request for Proposal) for WANs (possibly included detailed Fiber routes) are available at $110 per hour, if the Agent is directed to provide those services by the Applicant.

"Category Two Applications" are defined as applications including "Internal Connections and/or "Basic Maintenance of Internal Connections" and/or "Managed Internal Broadband Services." Full payment for Category Two Applications is 3% of the total funded amount featured on the Applicant's "Funding Decision Commitment Letter." The total Category Two Payment for this contract shall not exceed $20,000. Should no funding be awarded for the Category Two Application, the Applicant has no additional payment obligations beyond the Category One payment listed above.

Failure by the Applicant to perform the obligations and responsibilities listed on this form, and the possible loss of funding as a result thereof, does not discharge full payment obligations of the Applicant.

Payment should be mailed to: CRW Consulting, PO Box 701713, Tulsa, OK 74170-1713.

Agreed to this _____ day of _____, 2023

_____	_____
Applicant's Authorized Signature	Agent's Authorized Signature
_____	Chris Webber
Printed Name	Printed Name
_____	Owner, CRW Consulting
Title or Position	Title or Position

Owasso Indep School Dist 11
Name of School District

CERTIFICATE OF APPROVAL

June 12, 2023

Purchase Orders to be approved by the Board of Education:

2022-2023 General Fund

		P.O. Nos.	
VENDORS		1401-1459	70,385.01
VENDORS	Change Orders		200.00
			$ 70,585.01

2022-2023 Building Fund

		P.O. Nos.	
VENDORS			0.00
VENDORS	Change Orders		10,193.34
			$ 10,193.34

2022-2023 Child Nutrition Fund

		P.O. Nos.	
VENDORS		44	1,500.00
VENDORS	Change Orders		0.00
			$ 1,500.00

2022-2023 Bond Fund 31

		P.O. Nos	
VENDORS		243-254	444,111.04
VENDORS	Change Orders		1,185.13
			$ 445,296.17

2022-2023 Bond Fund 33

		P.O. Nos	
VENDORS			0.00
VENDORS	Change Orders		0.00
			$ -

2022-2023 Bond Fund 35

		P.O. Nos.	
VENDORS			0.00
VENDORS	Change Orders		0.00
			$ -

2022-2023 Bond Fund 39

		P.O. Nos.	
VENDORS		97	45,000.00
VENDORS	Change Orders		0.00
			$ 45,000.00

2022-2023 Bond Fund 04-BOK

		P.O. Nos	
VENDORS		22	3,000.00
VENDORS	Change Orders		0.00
			$ 3,000.00

Owasso Public Schools

Purchase Order Register

Options: Year: 2022-2023, Fund: GENERAL FUND, Date Range: 5/4/2023 - 6/8/2023, PO Range: 1401 - 1459

PO No	Date	Vendor No	Vendor	Description	Amount
1401	05/08/2023	276	WALMART #168	SMITH J/OPEN PO/GROCERIES FOR FACS FOOD LABS.	200.00
1402	05/08/2023	276	WALMART #168	JOY SMITH/FACS CLEANING & ORGANIZATION SUPPLIES	200.00
1403	05/08/2023	7256	JOSTENS, INC	COOPER/ADDITIONAL TEACHER GOWNS NEEDED FOR GRAD.	125.00
1404	05/08/2023	10483	SAM'S CLUB	Locking Storage Cabinets	2,199.80
1405	05/08/2023	2138	BG PRODUCTS	fuel conditioner	1,500.00
1406	05/10/2023	10483	SAM'S CLUB	JOM Summer Camp Refreshments	250.00
1407	05/10/2023	1498	MAZZIO'S LLC	JOM Summer Camp Lunch - June 16, 2023	175.00
1408	05/10/2023	18740	WILL ROGERS MEMORIAL COMMISSION	Student Admission Fees	125.00
1409	05/10/2023	18330	TIM SHADLOW	Cherokee Marbles at Bailey Elementary - May 2023	100.00
1410	05/10/2023	70011	OWASSO PUBLIC SCHOOLS	Summer Credit Recovery - Native Students	350.00
1411	05/10/2023	276	WALMART #168	Summer Supplies	150.00
1412	05/10/2023	14690	TULSA CHILDREN'S MUSEUM	Student Admission Fees - Summer 2023	290.00
1413	05/10/2023	18330	TIM SHADLOW	Native American Games - June 2023	150.00
1414	05/10/2023	4999	OFFICE DEPOT	Student Disinfectant Supplies	1,567.50
1415	05/10/2023	16011	CRYSTAL HANNA	Native American Clay - Summer 2023	350.00
1416	05/10/2023	19231	CHRISTIAN RANGEL	Motivational Speaker Presentation - May 2023	150.00
1417	05/12/2023	9323	LUBRICATION SPECIALISTS INC	Fuel Conditioner	11,187.00
1418	05/12/2023	18814	MOBILITY ONE TRANSPORTATION INC	Services for Handicap Lifts	2,000.00
1419	05/22/2023	11351	AMAZON	SPARK Classroom Supplies	6,700.00
1420	05/24/2023	16653	DOLLAR TREE STORES, INC.	SPARK Program Supplies	765.00
1421	05/24/2023	11351	AMAZON	RSA Summer School Supplies	300.00
1422	05/24/2023	276	WALMART #168	RSA Summer School Supplies-Blanket	300.00
1423	05/24/2023	10180	BEST BUY #1401	CANNADY/CAMERAS- CLASS, LIVESTOCK SHOW, ACTIVITIES	3,000.00
1424	05/30/2023	11351	AMAZON	Headphones for Summer School	2,260.99
1425	05/30/2023	19267	AC WOODWORKS INC. DBA WOODCRAFT	Green - Stagecraft Shop Equipment	2,567.00
1426	05/30/2023	18362	MICS FOR THE MASSES LLC	Green - PAC House Mics	1,453.20
1427	05/30/2023	13982	SWEETWATER EDUCATION TECH DIVISION	Green - PAC Adjustable Boom	273.03
1428	05/30/2023	80046	DAVID W GORHAM	Harris - 2023 Marching Show	2,000.00
1429	05/30/2023	19262	COLE WILLIAMS	Harris - 2023 Marching Show	1,500.00
1430	05/30/2023	18316	ADAM BRUCE	Harris - 2023 Marching Show	1,000.00
1431	05/30/2023	19261	PAGEANTRY SOLUTIONS, LLC	Harris - 2023 Marching Show	500.00
1432	05/30/2023	15954	B-5 ENTERPRISES, LLC	CANNADY/FFA SHOW SUPPLIES.	5,000.00
1433	05/30/2023	146	JRW, INC.	LESLIE/COIN MACHINE SERVICED & CLEANED.	300.00
1434	05/31/2023	11351	AMAZON	Nursing Supplies-Paul Croft	3,897.00

Owasso Public Schools

Purchase Order Register

Options: Year: 2022-2023, Fund: GENERAL FUND, Date Range: 5/4/2023 - 6/8/2023, PO Range: 1401 - 1459

PO No	Date	Vendor No	Vendor	Description	Amount
1435	05/31/2023	6650	LOWE'S HOME CENTER, INC.	Nursing Refrigerator-Paul Croft	350.00
1436	05/31/2023	151	SCHOOL HEALTH CORPORATION	Nursing Special Needs Training Manikin-Paul Croft	752.99
1437	06/06/2023	86611	KARAH NICHOLE WHIDDON	CCOSA Summer Conference Hotel Reimbursement	350.00
1438	06/06/2023	11351	AMAZON	Spark Program Supplies	875.00
1439	06/06/2023	8144	EDUCATIONAL PRODUCTS, INC	Basic School Supply Assistance for JOM students	2,737.00
1440	06/06/2023	9322	OWEN HAWZIPTA	Travel Per Diem and Fuel Reimbursement	900.00
1441	06/06/2023	19274	MWK FORBES LLC	Lodging for PD Workshop	1,020.00
1442	06/06/2023	14461	HOLIDAY INN EXPRESS-EDMOND	hotel stay for2023 OKASRO conference	208.00
1443	06/06/2023	86158	PAUL W CROFT	per diem	62.50
1444	06/06/2023	19287	OKLAHOMA ASSOCIATION OF SCHOOL	2023 OKASRO Conference	160.00
1445	06/06/2023	15614	THE LITTLE LIGHT HOUSE	Shining Light Conference	149.00
1446	06/06/2023	9608	HOBBY LOBBY #25	COOPER/MISSION STATEMENT FRAMED & DECOR.	625.00
1447	06/06/2023	19290	TEST SENSE LLC	Professional Development Program	1,450.00
1448	06/07/2023	87412	PAMELA BLAKESTAD	JOM Parent Committee Stipend	200.00
1449	06/07/2023	13025	DONNA BADONI	JOM Parent Committee Stipend	180.00
1450	06/07/2023	19281	HEAVEN KUPIEC	JOM Parent Committee Stipend	160.00
1451	06/07/2023	19282	LARA L MCCLURE	JOM Parent Committee Stipend	120.00
1452	06/07/2023	19283	HEATHER J ORCUTT	JOM Parent Committee Stipend	80.00
1453	06/07/2023	19284	CAROLYN ZOGLMANN	JOM Parent Committee Stipend	120.00
1454	06/07/2023	19280	LYNETTE ISAAC	JOM Parent Committee Stipend	80.00
1455	06/07/2023	4999	OFFICE DEPOT	COOPER/EAST & WEST OFFICE FURNITURE, CHAIRS/TABLES	1,275.00
1456	06/07/2023	4806	MATHIS BROTHERS	COOPER/EAST & WEST MAIN OFFICE FURNITURE.	1,750.00
1457	06/07/2023	12711	STAPLES	COOPER/EAST & WEST OFFICE FURNITURE, CHAIRS/TABLES	1,350.00
1458	06/07/2023	19269	OK COUNCIL OF TEACHERS OF MATH	OCTM--Math Conference on June 24, 2023	45.00
1459	06/07/2023	18371	AIR COMPRESSOR SUPPLY LLC	Air compressor repairs	2,500.00

Non-Payroll Total:	**$70,385.01**
Payroll Total:	**$0.00**
Report Total:	**$70,385.01**

Owasso Public Schools

Change Order Listing

Options: Fund: GENERAL FUND, Year: 2022-2023, ReferenceDate: PO Date, Date Range: 5/4/2023 - 6/8/2023, PO Range: 1 - 1400, Minimum Percentage Change: 20.00%, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
1376	04/20/2023	81953	MARGARET M COATES	Per Diem CCOSA Leadership Conference June 14-16	40.00
1378	04/20/2023	83750	KERWIN E KOERNER	Per Diem CCOSA Leadership Conference June 14-16	40.00
1380	04/20/2023	16346	MARK OFFICER	Per Diem CCOSA Leadership Conference June 14-16	40.00
1382	04/20/2023	82485	BILL Z DUFFIELD	Per Diem CCOSA Leadership Conference June 14-16	40.00
1383	04/20/2023	86963	RUSSELL ANDREW THORNTON	Per Diem CCOSA Leadership Conference June 14-16	40.00

Non-Payroll Total:	**$200.00**
Payroll Total:	**$0.00**
Report Total:	**$200.00**

Owasso Public Schools

Change Order Listing

Options: Fund: BUILDING FUND, Year: 2022-2023, ReferenceDate: PO Date, Date Range: 5/4/2023 - 6/7/2023, PO Range: 1 - 94, Minimum Percentage Change: 20.00%, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
78	12/02/2022	18178	HONEYWELL INTERNATIONAL INC	Automation Licensing & Control Work	10,193.34

Non-Payroll Total:	**$10,193.34**
Payroll Total:	**$0.00**
Report Total:	**$10,193.34**

Owasso Public Schools

Purchase Order Register

Options: Year: 2022-2023, Fund: CHILD NUTRITION FUND, Date Range: 5/4/2023 - 6/7/2023, PO Range: 44 - 44

PO No	Date	Vendor No	Vendor	Description	Amount
44	06/06/2023	740	OWASSO ACT. C.N. REF. SUBACCT	Sub-Account for Refunds	1,500.00

Non-Payroll Total:	**$1,500.00**
Payroll Total:	**$0.00**
Report Total:	**$1,500.00**

Owasso Public Schools

Purchase Order Register

Options: Year: 2022-2023, Fund: FD 31 - 2022 BOND, Date Range: 5/4/2023 - 6/7/2023, PO Range: 243 - 254

PO No	Date	Vendor No	Vendor	Description	Amount
243	05/08/2023	112	MURRAY WOMBLE, INC.	Hollow Metal	8,590.00
244	05/12/2023	112	MURRAY WOMBLE, INC.	Hardware	4,849.00
245	05/12/2023	11351	AMAZON	Tripp Lite SMART1500RM2UN UPS - 8	8,897.04
246	05/16/2023	12579	SHAW INDUSTRIES, INC.	New Carpet 7th Grade and OHS-West	250,000.00
247	05/17/2023	13645	ARCHITECTURAL FLOORING	District Wide Tile and Carpet Jobs	100,000.00
248	05/18/2023	13989	TEACHERS SYNERGY	World Language Adoption-Grades 8-12	7,000.00
249	05/18/2023	11351	AMAZON	PC Locks for Secondary Lab Computers	1,325.00
250	05/30/2023	19258	CISCO CONTAINERS LLC	District Wide Use for Conex Storage	33,000.00
251	05/30/2023	17267	HOME DEPOT USA INC	District Wide Painting Needs	10,000.00
252	05/31/2023	17293	SPECTRUM PAINT COMPANY INC	District Wide Painting Needs	6,000.00
253	06/06/2023	11351	AMAZON	ELA Textbook Adoption Containers -Morrow Room 602	650.00
254	06/07/2023	19258	CISCO CONTAINERS LLC	District Wide Use of Conex Storage	13,800.00

Non-Payroll Total:	**$444,111.04**
Payroll Total:	**$0.00**
Report Total:	**$444,111.04**

Owasso Public Schools

Change Order Listing

Options: Fund: FD 31 - 2022 BOND, Year: 2022-2023, ReferenceDate: PO Date, Date Range: 5/4/2023 - 6/7/2023, PO Range: 1 - 242, Minimum Percentage Change: 20.00%, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
180	01/24/2023	175	HERTZBERG-NEW METHOD, INC.	BOOKS FOR THE LIBRARY	1,185.13

Non-Payroll Total:	**$1,185.13**
Payroll Total:	**$0.00**
Report Total:	**$1,185.13**

Owasso Public Schools

Purchase Order Register

Options: Year: 2022-2023, Fund: FD 39 - 2020 BOND, Date Range: 5/4/2023 - 6/7/2023, PO Range: 97 - 97

PO No	Date	Vendor No	Vendor	Description	Amount
97	05/08/2023	18274	MECHANICAL AIR SYSTEMS INC	AHU Retrofit of High School	45,000.00

Non-Payroll Total:	**$45,000.00**
Payroll Total:	**$0.00**
Report Total:	**$45,000.00**

Owasso Public Schools

Purchase Order Register

Options: Year: 2022-2023, Fund: 2018 BOND/BOK, Date Range: 5/4/2023 - 6/7/2023

PO No	Date	Vendor No	Vendor	Description	Amount
22	06/07/2023	10067	BLX GROUP LLC	ARBITRAGE REBATE SERVICE	3,000.00

Non-Payroll Total:	**$3,000.00**
Payroll Total:	**$0.00**
Report Total:	**$3,000.00**

Owasso Public Schools

Cash Balances

Options: Fiscal Years: 2023, Funds: 60, As Of Date: 5/31/2023, Account Types: AC

Cash By Account and Fund

AC	0110	ROGERS COUNTY BANK		
	2023	60 SCHOOL ACTIVITY FUND		$2,367,576.63
			Total AC 0110	$2,367,576.63
				$2,367,576.63

Cash By Fund

2023	60	SCHOOL ACTIVITY FUND	$2,367,576.63
			$2,367,576.63

Owasso Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 5/31/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 GENERAL FUND	$0.00	$68,044.00	$60,279.88	$30,313.49	$98,010.39	$24,395.87	$73,614.52
802 GEN FD REFUND SUB ACCT	$0.00	$15.99	$0.00	$0.00	$15.99	$0.00	$15.99
804 CH NUTRITION REF SUB ACCT	$0.00	$5,041.40	$0.00	$3,943.66	$1,097.74	$275.95	$821.79
805 OHS ACTIVITY	$0.00	$26,030.20	$52,206.80	$15,667.74	$62,569.26	$6,258.83	$56,310.43
806 HS AP	$0.00	$2,180.00	$61,509.85	$27,459.74	$36,230.11	$31,293.26	$4,936.85
807 HS NATIONAL HONOR SOCIETY	$0.00	$4,806.00	$33,638.31	$8,017.36	$30,426.95	$1,700.00	$28,726.95
808 HS STUDENT COUNCIL	$0.00	$46,295.54	$17,014.51	$38,211.76	$25,098.29	$6,575.00	$18,523.29
809 HS SPEECH/DEBATE	$0.00	$3,149.00	$1,854.66	$2,263.61	$2,740.05	$1,176.00	$1,564.05
810 OHS - TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$6,021.87	$3,852.93	$2,168.94	$193.31	$1,975.63
811 HS YOUTH ALIVE	$0.00	$0.00	$805.69	$0.00	$805.69	$0.00	$805.69
812 HS YEARBOOK	$0.00	$6,625.68	$5,112.03	$6,461.05	$5,276.66	$600.00	$4,676.66
814 HS ACADEMIC BOWL	$0.00	$0.00	$328.43	$0.00	$328.43	$0.00	$328.43
815 HS EQUALITY CLUB	$0.00	$0.00	$178.43	$0.00	$178.43	$0.00	$178.43
816 HS BAND	$0.00	$255,289.79	$278,916.21	$267,568.49	$266,637.51	$4,348.82	$262,288.69
817 5TH GRADE HONOR CHOIR-DISTRICTWIDE	$0.00	$2,772.00	$3,513.18	$1,913.36	$4,371.82	$0.00	$4,371.82
818 HS FFA	$0.00	$154,417.45	$39,471.06	$153,011.59	$40,876.92	$27,405.55	$13,471.37
820 HS STEM CLUB	$0.00	$0.00	$79.25	$0.00	$79.25	$0.00	$79.25
821 HS COUNSELORS	$0.00	$0.00	$4,886.88	$738.05	$4,148.83	$48.79	$4,100.04
822 HS ART	$0.00	$5,364.00	$697.30	$4,623.26	$1,438.04	$0.00	$1,438.04
824 HS STAGECRAFT	$0.00	$0.00	$405.18	$0.00	$405.18	$0.00	$405.18
825 HS LIBRARY	$0.00	$34,028.94	$10,220.23	$33,094.91	$11,154.26	$2,776.70	$8,377.56
826 HS SENIOR CLASS	$0.00	$60,288.02	$10,411.35	$38,423.86	$32,275.51	$8,700.00	$23,575.51
827 HS UNIFIED CLUB	$0.00	$1,399.00	$684.48	$1,534.00	$549.48	$0.00	$549.48
828 HS JUNIOR CLASS	$0.00	$45,590.00	$15,928.00	$24,200.92	$37,317.08	$0.00	$37,317.08
830 SPARK	$0.00	$52,865.88	$0.00	$0.00	$52,865.88	$0.00	$52,865.88
831 E-SPORTS	$0.00	$5,715.95	$0.00	$4,765.70	$950.25	$224.00	$726.25
834 HS FCA - FELLOWSHIP OF CHRISTIAN ATHLETES	$0.00	$115.00	$0.00	$0.00	$115.00	$17.00	$98.00
835 HS HISTORY CLUB	$0.00	$1,050.00	$0.62	$150.00	$900.62	$0.00	$900.62
836 HS WORLD TRAVEL CLUB	$0.00	$1,406.50	$0.00	$937.19	$469.31	$0.00	$469.31
837 HS ROBOTICS	$0.00	$0.00	$1,018.72	$0.00	$1,018.72	$0.00	$1,018.72
838 OHS LARP CLUB	$0.00	$305.00	$0.00	$74.61	$230.39	$0.00	$230.39
839 HS DRAMA/PRODUCTIONS	$0.00	$16,465.31	$7,747.29	$12,379.02	$11,833.58	$3,885.00	$7,948.58
840 8GC TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,726.06	$1,284.91	$441.15	$0.00	$441.15
841 EIGHTH GRADE ACTIVITY	$0.00	$11.23	$3,755.31	$420.06	$3,346.48	$0.00	$3,346.48
842 EIGHTH GRADE STUDENT COUNCIL	$0.00	$5,906.00	$5,809.10	$5,693.64	$6,021.46	$0.00	$6,021.46
844 EIGHTH GRADE HOME EC	$0.00	$1,825.00	$2,116.58	$2,393.08	$1,548.50	$0.00	$1,548.50
845 EIGHTH GRADE YEARBOOK	$0.00	$3,431.04	$4,001.13	$1,537.01	$5,895.16	$0.00	$5,895.16
848 EIGHTH GRADE ART	$0.00	$2,155.00	$755.79	$1,470.45	$1,440.34	$0.00	$1,440.34
849 EIGHTH GRADE FOREIGN LANGUAGE	$0.00	$1,390.00	$1,467.85	$821.03	$2,036.82	$0.00	$2,036.82
851 EIGHTH GRADE ROBOTICS	$0.00	$0.00	$24.62	$0.00	$24.62	$0.00	$24.62
853 EIGHTH GRADE COMPUTER	$0.00	$330.00	$1,159.44	$170.47	$1,318.97	$0.00	$1,318.97
855 EIGHTH GRADE ENGLISH	$0.00	$0.00	$447.79	$333.27	$114.52	$0.00	$114.52
856 EIGHTH GRADE TEACHERS WELFARE	$0.00	$771.15	$511.98	$138.66	$1,144.47	$0.00	$1,144.47
857 7TH GRADE STEM	$0.00	$1,310.00	$457.99	$1,556.67	$211.32	$0.00	$211.32
858 EIGHTH GRADE FCCLA	$0.00	$4,557.80	$484.14	$4,343.69	$698.25	$0.00	$698.25
859 EIGHTH GRADE STRENGTH & CONDITIONING / PE	$0.00	$570.00	$4,627.99	$3,817.75	$1,380.24	$0.00	$1,380.24
860 EIGHTH GRADE STEM	$0.00	$640.00	$72.98	$122.20	$590.78	$0.00	$590.78
861 SEVENTH GRADE ACTIVITY	$0.00	$415.80	$12,477.88	$1,011.17	$11,882.51	$0.00	$11,882.51
862 SEVENTH GRADE YEARBOOK	$0.00	$1,095.00	$2,032.35	$384.14	$2,743.21	$0.00	$2,743.21
863 SEVENTH FOREIGN LANGUAGE	$0.00	$1,170.00	$864.25	$1,525.68	$508.57	$0.00	$508.57
864 SEVENTH GRADE STUDENT COUNCIL	$0.00	$0.00	$174.79	$0.00	$174.79	$0.00	$174.79
865 SEVENTH GRADE MATH	$0.00	$0.00	$513.05	$0.00	$513.05	$0.00	$513.05
866 SEVENTH GRADE SCIENCE	$0.00	$0.00	$282.46	$145.35	$137.11	$0.00	$137.11

Owasso Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 5/31/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
868 SEVENTH GRADE PHYS ED	$0.00	$4,965.00	$3,022.60	$3,494.01	$4,493.59	$0.00	$4,493.59
870 7GC TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,350.00	$958.56	$391.44	$0.00	$391.44
871 SEVENTH GRADE TEACHERS WELFARE	$0.00	$137.71	$491.39	$575.79	$53.31	$0.00	$53.31
872 SEVENTH GRADE NATL JR HON SOC	$0.00	$1,440.00	$1,634.05	$1,477.25	$1,596.80	$0.00	$1,596.80
873 SEVENTH GRADE CREATIVE STUDIES	$0.00	$0.00	$219.54	$0.00	$219.54	$0.00	$219.54
874 SEVENTH GRADE LIBRARY	$0.00	$6,528.73	$2,530.84	$6,844.08	$2,215.49	$0.00	$2,215.49
875 BARNES ACTIVITY	$0.00	$6,873.08	$14,485.98	$9,297.20	$12,061.86	$0.00	$12,061.86
876 BARNES ALL IN	$0.00	$0.00	$1,465.21	$992.60	$472.61	$0.00	$472.61
877 BARNES LIBRARY	$0.00	$12,047.82	$14,976.70	$9,347.06	$17,677.46	$0.00	$17,677.46
878 BARNES TACK	$0.00	$0.00	$265.50	$237.69	$27.81	$0.00	$27.81
879 SEVENTH GRADE ART	$0.00	$5,015.00	$2,787.42	$5,502.88	$2,299.54	$0.00	$2,299.54
880 BARNES TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,361.07	$650.10	$710.97	$0.00	$710.97
881 BARNES MUSIC	$0.00	$322.00	$225.77	$238.64	$309.13	$0.00	$309.13
882 ATOR LIBRARY	$0.00	$12,373.60	$11,781.03	$12,152.29	$12,002.34	$235.00	$11,767.34
883 ATOR ACTIVITY	$0.00	$1,297.00	$12,242.41	$4,323.74	$9,215.67	$0.00	$9,215.67
884 ATOR PHYSICAL EDUCATION	$0.00	$0.00	$3,723.60	$237.41	$3,486.19	$0.00	$3,486.19
885 ATOR MUSIC	$0.00	$1,215.00	$1,622.37	$1,841.64	$995.73	$0.00	$995.73
886 ATOR TEACHERS WELFARE	$0.00	$17.39	$669.65	$655.46	$31.58	$0.00	$31.58
887 MILLS ACTIVITY	$0.00	$12,820.82	$13,069.53	$15,742.65	$10,147.70	$350.00	$9,797.70
888 STUDENT LEADERSHIP	$0.00	$0.00	$1,561.50	$0.00	$1,561.50	$0.00	$1,561.50
889 MILLS TEACHER WELFARE	$0.00	$197.01	$4,038.07	$107.87	$4,127.21	$0.00	$4,127.21
890 MILLS TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$2,081.72	$681.72	$1,400.00	$0.00	$1,400.00
891 MILLS LIBRARY	$0.00	$7,982.87	$6,763.77	$10,853.12	$3,893.52	$0.00	$3,893.52
892 SMITH TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$110.00	$1,495.00	$628.88	$976.12	$0.00	$976.12
893 SMITH ACTIVITY	$0.00	$27,906.00	$9,259.33	$19,687.74	$17,477.59	$0.00	$17,477.59
894 SMITH LIBRARY	$0.00	$11,407.35	$9,637.45	$10,194.77	$10,850.03	$0.00	$10,850.03
897 SMITH TEACHERS WELFARE	$0.00	$2,141.49	$598.62	$1,017.41	$1,722.70	$0.00	$1,722.70
898 HODSON ACTIVITY	$0.00	$9,661.40	$44,717.86	$31,071.02	$23,308.24	$0.00	$23,308.24
899 HODSON TEACHER WELFARE	$0.00	$629.86	$642.12	$601.50	$670.48	$0.00	$670.48
900 HODSON TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,563.86	$1,037.50	$526.36	$0.00	$526.36
901 HODSON LIBRARY	$0.00	$12,111.96	$19,908.42	$16,873.00	$15,147.38	$0.00	$15,147.38
902 HODSON PHYS ED	$0.00	$0.00	$948.21	$0.00	$948.21	$0.00	$948.21
903 HODSON MUSIC	$0.00	$2,842.00	$1,125.99	$3,050.21	$917.78	$0.00	$917.78
904 NORTHEAST TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,600.00	$469.83	$1,130.17	$0.00	$1,130.17
905 NORTHEAST ACTIVITY	$0.00	$12,347.98	$27,437.88	$12,719.92	$27,065.94	$0.00	$27,065.94
906 NORTHEAST TEACHERS WELFARE	$0.00	$37.63	$2,413.02	$817.45	$1,633.20	$0.00	$1,633.20
907 NORTHEAST LIBRARY	$0.00	$45,203.44	$15,260.77	$48,644.26	$11,819.95	$0.00	$11,819.95
911 BAILEY ACTIVITY	$0.00	$4,261.85	$16,733.69	$7,408.70	$13,586.84	$0.00	$13,586.84
912 BAILEY TEACHERS WELFARE	$0.00	$0.00	$514.06	$323.50	$190.56	$0.00	$190.56
914 BAILEY LIBRARY	$0.00	$7,934.10	$7,304.75	$8,843.93	$6,394.92	$0.00	$6,394.92
915 BAILEY TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,722.49	$1,391.41	$331.08	$0.00	$331.08
917 JONES FAMILY GIFT 2016	$0.00	$0.00	$61.56	$53.20	$8.36	$0.00	$8.36
924 EIGHTH GRADE LIBRARY	$0.00	$2,423.89	$2,767.40	$2,153.75	$3,037.54	$0.00	$3,037.54
926 EIGHTH GRADE NATL JR HONOR SOC	$0.00	$3,865.75	$3,552.12	$4,926.71	$2,491.16	$0.00	$2,491.16
927 EIGHTH GRADE SCIENCE	$0.00	$0.00	$400.48	$22.45	$378.03	$0.00	$378.03
929 SPECIAL ED PROGRAMS	$0.00	$0.00	$251,368.97	$13,904.91	$237,464.06	$0.00	$237,464.06
930 ATOR TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,677.40	$793.37	$884.03	$0.00	$884.03
932 SPEC OLYMPICS - DIST WIDE	$0.00	$77,509.90	$47,954.40	$6,447.00	$119,017.30	$29,000.00	$90,017.30
933 RAM ACADEMY	$0.00	$2,408.50	$12,831.63	$4,860.00	$10,380.13	$335.00	$10,045.13
934 INDIAN EDUCATION ACTIVITY	$0.00	$5,449.90	$8,305.44	$7,296.31	$6,459.03	$775.00	$5,684.03

Owasso Public Schools

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 7/1/2022 - 5/31/2023

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
936 GRANTS - (OEF ONLY)	$0.00	$68,500.00	$0.00	$66,087.00	$2,413.00	$0.00	$2,413.00
937 GRANTS (EXCEPT OEF-SEE 936)	$0.00	$15,450.00	$4,221.45	$15,444.89	$4,226.56	$1,615.02	$2,611.54
938 STAFF APPRECIATION-DISTRICT SERVICES-FOOD ONLY	$0.00	$0.00	$3,000.00	$1,044.53	$1,955.47	$0.00	$1,955.47
941 ATHLETICS	$0.00	$737,002.76	$335,494.86	$651,873.84	$420,623.78	$62,995.23	$357,628.55
942 RAM PARTNERS	$0.00	$156,328.00	$81,092.01	$147,191.21	$90,228.80	$69,286.00	$20,942.80
944 VIRTUAL/SUMMER SCHOOL	$0.00	$12,350.00	$0.00	$150.00	$12,200.00	$0.00	$12,200.00
946 PERFORMING ARTS CENTER	$0.00	$709,401.31	$504,260.03	$1,120,571.72	$93,089.62	$3,680.00	$89,409.62
947 OPERATIONS WELFARE FUND	$0.00	$131.31	$256.12	$172.75	$214.68	$0.00	$214.68
949 HEALTH SERVICES	$0.00	$0.00	$445.79	$59.50	$386.29	$0.00	$386.29
951 RAM TEACHER WELFARE	$0.00	$408.57	$4,179.65	$372.00	$4,216.22	$0.00	$4,216.22
953 HS FAC	$0.00	$7,385.00	$4,471.18	$5,817.89	$6,038.29	$0.00	$6,038.29
957 HS VOCAL	$0.00	$91,385.68	$50,074.99	$95,552.63	$45,908.04	$0.00	$45,908.04
960 STEM - 6GC	$0.00	$1,980.00	$1,731.97	$1,464.28	$2,247.69	$0.00	$2,247.69
962 STUDENT HOLDING ACCOUNT	$0.00	$24,746.88	$61,233.96	$0.00	$85,980.84	$0.00	$85,980.84
963 HS LIBERTY COMMITTEE	$0.00	$6,070.15	$4,441.12	$8,180.60	$2,330.67	$0.00	$2,330.67
965 HS TEACHERS WELFARE	$0.00	$6,179.76	$4,164.79	$1,700.26	$8,644.29	$1,226.07	$7,418.22
968 MORROW ACTIVITY	$0.00	$4,863.90	$13,011.24	$4,113.75	$13,761.39	$0.00	$13,761.39
969 MORROW TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,244.50	$235.12	$1,009.38	$0.00	$1,009.38
970 RAM ACADEMY TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$637.55	$341.47	$296.08	$0.00	$296.08
971 HS FCCLA	$0.00	$4,283.50	$1,336.75	$3,720.95	$1,899.30	$340.00	$1,559.30
972 MORROW TEACHER WELFARE	$0.00	$1,393.00	$0.00	$25.97	$1,367.03	$0.00	$1,367.03
973 HS FOREIGN LANGUAGE CLUB	$0.00	$3,742.90	$13,829.72	$3,171.02	$14,401.60	$55.00	$14,346.60
974 MORROW LIBRARY	$0.00	$10,259.88	$7,633.45	$9,300.90	$8,592.43	$0.00	$8,592.43
975 SIXTH GRADE ACTIVITY	$0.00	$1,103.64	$10,143.49	$1,603.92	$9,643.21	$0.00	$9,643.21
976 SIXTH GRADE PHYS ED	$0.00	$110.00	$736.98	$0.00	$846.98	$0.00	$846.98
977 SIXTH GRADE STUDENT COUNCIL	$0.00	$2,007.00	$17,249.00	$10,764.48	$8,491.52	$0.00	$8,491.52
978 SIXTH GRADE YEARBOOK	$0.00	$1,974.00	$17,231.71	$1,137.57	$18,068.14	$0.00	$18,068.14
979 SIXTH GRADE COMPUTER	$0.00	$0.00	$22.00	$0.00	$22.00	$0.00	$22.00
980 6GC TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,000.00	$901.52	$98.48	$0.00	$98.48
982 SIXTH GRADE SCIENCE	$0.00	$0.00	$5,210.23	$2,299.22	$2,911.01	$0.00	$2,911.01
983 SIXTH GRADE ART	$0.00	$6,575.00	$856.45	$6,594.16	$837.29	$0.00	$837.29
984 SIXTH GRADE TEACHERS WELFARE	$0.00	$734.34	$2,066.41	$0.00	$2,800.75	$0.00	$2,800.75
986 SIXTH GRADE MATH	$0.00	$0.00	$969.53	$842.84	$126.69	$0.00	$126.69
988 SIXTH GRADE SOCIAL STUDIES	$0.00	$0.00	$4,170.82	$1,242.78	$2,928.04	$0.00	$2,928.04
989 SIXTH GRADE LIBRARY	$0.00	$8,161.00	$14,421.44	$7,944.93	$14,637.51	$0.00	$14,637.51
990 STONE CANYON TEACHER/STAFF APPRECIATION-FOOD ONLY	$0.00	$0.00	$1,564.91	$987.55	$577.36	$0.00	$577.36
993 SIXTH GRADE E.S.C.	$0.00	$0.00	$1,572.00	$0.00	$1,572.00	$0.00	$1,572.00
994 STONE CANYON ACTIVITY	$0.00	$12,250.37	$7,757.92	$12,589.84	$7,418.45	$0.00	$7,418.45
995 STONE CANYON TEACHERS WELF	$0.00	$900.43	$620.57	$639.00	$882.00	$0.00	$882.00
997 STONE CANYON LIBRARY	$0.00	$37,712.23	$22,457.34	$36,459.68	$23,709.89	$0.00	$23,709.89
998 CHROMEBOOK INS/ACCESORIES	$0.00	$57,775.00	$53,791.28	$40,557.48	$71,008.80	$5,717.77	$65,291.03
Total	**$0.00**	**$3,117,490.31**	**$2,509,469.59**	**$3,259,383.27**	**$2,367,576.63**	**$295,484.17**	**$2,072,092.46**

REQUEST TO TRANSFER FUNDS

Site: 510

From Account Name & No. 865- Seventh Grade Math

to Account Name & No. 861- Activity $ 513.05

For the following reason:

Didn't need it for Math department any longer.

J. Eric Nutson — Principal

5/16/23 — Date

Phillip Storm, CFO

6-5-23 — Date

ACTIVITY ACCOUNT CHANGE REQUEST

ACCOUNT NUMBER 865 SITE: 510

ACCOUNT NAME Math Activity

I would like to:

_____ **REVISE ACCOUNT BUDGET**: Proposed new budget attached.

I am adding/deleting:

_____ **ADD A NEW ACCOUNT**: I would like to **add** a new activity account.

Account Name:

The purpose of this account is:

X **DELETE AN ACCOUNT**: I would like to **delete** a current activity account.

Account Number/Name: 865/ Math Activity

Reason for deletion: No longer needed

J. Eric Newton
Principal

4/27/23
Date

Phillip Storm, CFO

6-5-23
Date

ACTIVITY ACCOUNT CHANGE REQUEST

ACCOUNT NUMBER 886 SITE: Ator (110)

ACCOUNT NAME Teachers Welfare

I would like to:

____ **REVISE ACCOUNT BUDGET**: Proposed new budget attached.

I am adding/deleting:

____ **ADD A NEW ACCOUNT**: I would like to **add** a new activity account.

Account Name:

The purpose of this account is:

_X_ **DELETE AN ACCOUNT**: I would like to **delete** a current activity account.

Account Number/Name: 886 Teachers Welfare

Reason for deletion: Opening an outside account with bank.

Principal

4/24/23
Date

Phillip Storm, CFO

6-5-23
Date

REQUEST TO TRANSFER FUNDS

Site: Ator (110)

From Account Name & No. Teachers Welfare - 886

to Account Name & No. Staff Appreciation 930 $ 31.58

For the following reason:

No longer using Teacher Welfare Account.
Would like to transfer remaining amount.

Principal

4/24/23
Date

Phillip Storm, CFO

6-5-23
Date

ACTIVITY FUND ACCOUNT BUDGET

School Name Education Service Center **Site #** 050

Account Name ESC Activity Fund **Account #** 801

Fiscal Year 2024

RESOURCES:

Beginning cash balance	$ 71,716.62
Sources of revenue:	
Interest/RCB Accounts	20,000.00
Commission	3,000.00
Donations	5,000.00
Frontstream (online payment system)	25,000.00
Transfers from SPARK program	10,000.00
Total resources	$ 134,716.62

USES OF FUNDS:

Budgeted expenditures:	
Staff Appreciation - Campus Allocations/District	$ 19,000.00
Meals/Refreshments for Meetings/Professional Development	4,000.00
TOY Program Expenditures	6,000.00
Supplies and Materials	1,000.00
Staff Recognition	2,500.00
Memberships and Subscriptions	1,000.00
Frontstream (online payment system)	25,000.00
Staff Uniforms	12,000.00
Total budgeted expenditures	$ 70,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 64,216.62

Signature of Teacher/Sponsor Renae Klein

Signature of Principal Margaret Coates

Date 4/25/24

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Owasso High School **Account #** 805

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$57,596.51

Sources of revenue:

Donations	$ 5,841.00
Fines	$ 1,250.00
Dues, Fees, Registrations	$ 30,000.00
Commissions	$ 2,342.00
Fundraisers: food and merchandise sales, spirit events, ticket sales, concessions	$ 500.00
Parking Permits	$ 500.00
PSAT books/fees	$ 500.00
Total resources	$ 98,529.51

USES OF FUNDS:

Budgeted expenditures:

Homecoming Props/Supplies	$ 200.00
General Office Supplies / Decorations	$ 3,000.00
Coffee/sugar/creamer for meetings	$ 300.00
Student Festivities/food	$ 400.00
Teacher Badges	$ 475.00
Flowers and Balloons	$ 200.00
Food/utensil/plastic wear	$ 2,750.00
Rentals	$ 200.00
Toner	$ 100.00
Parking Permits Expenditures	$ 500.00
Reimbursements	$ 3,265.00
Graduation Supplies	$ 5,000.00
Field Trips	$ 2,000.00
Special Olympics Activity	$ 250.00
Professional Education Services	$ 2,000.00
Registrations and Memberships	$ 500.00
Books	$ 200.00
Classroom, Hall, Lobby Supplies	$ 1,700.00
Fundraiser Expenses	$ 450.00
Appliances	$ 400.00
Dues/Fees	$ 100.00
Postage	$ 1,100.00
Supplies for Drug Free	$ 130.00
Donations	$ 1,000.00
Scholarships	$ 10,000.00

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Owasso High School **Account #** 805

Automatic Mailer (End of the Year Report Cards)	$ 800.00
Various Licenses	$ 500.00
Student incentives and rewards	$ 200.00
Snacks as a thank you to subs (both campuses)	$ 500.00
Maintenance and Repairs	$ 1,000.00
Furniture and Fixtures	$ 1,000.00
Total budgeted expenditures	$ 40,220.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 58,309.51

Signature of Teacher/Sponsor (( )) Mrs. Tiffani Cooper

Signature of Principal Tiffani Cooper 4/27/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name HS AP **Account #** 806

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 36,336.85
Sources of revenue:	
Fees and Registrations	55,000.00
Donation	1,000.00
Total resources	$ 92,336.85

USES OF FUNDS:

Budgeted expenditures:	
AP Test	$ 55,000.00
Books	300.00
Registration for Workshops	1,000.00
Supplies for Testing	500.00
Proctors	2,000.00
Total budgeted expenditures	$ 58,800.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 33,536.85

Signature of Teacher/Sponsor Johanna Woodard Johanna Woodard

Signature of Principal Tiffani Cooper Tiffani Cooper

Date 5.1.2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name National Honor Society **Account #** 807

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	28,349.17
Sources of revenue:		
Fundraiser & Merchandise sales, ticket sales,		17,236.00
Dues & Fees		2,500.00
T-shirts		2,500.00
Calculator - rental		700.00
Donations		300.00
Total resources	$	51,585.17

USES OF FUNDS:

Budgeted expenditures:		
Fundraiser Expenses	$	17,000.00
T-Shirts	$	2,500.00
Donations		6,000.00
Community Service Project		4,000.00
General Office Expenses		4,000.00
AP Tests		1,000.00
Prom tickets		200.00
Dues & Fees		800.00
Batteries for calculators		300.00
Student/Teacher food		3,000.00
NHS Supplies		2,000.00
Scholarships		2,000.00
Incentives & Rewards		200.00
Professional Education Services		400.00
Refunds		100.00
Angel Tree Spring/Fall Service Project		1,000.00
Total budgeted expenditures	$	27,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	24,085.17

Signature of Teacher/Sponsor Marianne Zamor — Mrs. Zamor

Signature of Principal Tiffani Cooper — Tiffani Cooper

Date 4.19.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owass High School **Site #** 715

Account Name Student Council **Account #** 808

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	**$12,854.70**
Sources of revenue:	
Member Dues	$ 2,250.00
Fundraisers (food/merchandise sales, spirit events, ticket sales)	$ 16,000.00
School Dances	$ 500.00
Retired STUCO Shirt Sales	$ 100.00
Donations	$ 2,500.00
Student Council apparel	$ 10,100.00
Fees/Conferences/Leadership/District/State/National	$ 16,800.00
Talent Show	$ 1,000.00
End of Year Leadership Activity	$ 500.00
Events & Sales for Philanthropy Donations	$ 10,000.00
Commissions	$ 1,000.00
Field Trips: local and/or out of state	$ 1,000.00
Total resources	$ 74,604.70

USES OF FUNDS:

Budgeted expenditures:	
New Officer Meeting Supplies	$ 200.00
Student Council apparel	$ 10,600.00
Fees/Dues/Registrations	$ 10,950.00
Supplies	$ 6,600.00
Food/treats for Staff and Students	$ 1,750.00
Fundraisers: food/drink, merchandise, spirit events, ticket sales	$ 5,000.00
Angel Tree Family	$ 500.00
Student Incentives and Rewards	$ 500.00
Spring Districts Costs/Speaker/Supplies	$ 10,000.00
Graduation Stoles and Cords	$ 500.00
Events/Field Trips	$ 1,000.00
Scholarship	$ 3,200.00
Donations	$ 10,000.00
Security for dances, movie nights, spirit events	$ 300.00
Total budgeted expenditures	$ 61,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 13,504.70

Signature of Teacher/Sponsor _____ Miss Shannon Beck

Signature of Principal _____

Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Speech & Debate **Account #** 809

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance (approximately)	$1,528.55
Sources of Revenue:	
Donations	500.00
Dues/Fees/Registrations/Memberships	1,000.00
End of the Trail Tournament	6,000.00
Food & Merchandise Sales	1,000.00
Spirit Events	500.00
Total Resources	$10,528.55

USES OF FUNDS:

Budgeted Expenditures:

Dues/Fees/Registrations/Memberships	1,000.00
Education Supplies	1,000.00
End of the Trail Tournament Expenses	2,000.00
Fundraiser Expenses	600.00
Speech Performance Books	1,000.00
State Competition Hotel Fees	1,500.00
Student Awards/Incentives	500.00
T-Shirts	700.00
Total Budgeted Expenditures	$ 8,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$2,228.55

Signature of Teacher/Sponsor _____

Signature of Fine Arts Director _____ 21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Teacher/Staff Appreciation **Account #** 810

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$1,884.09
Sources of revenue:	
Allotment	$ 3,045.00
Donations	$ 100.00
Total resources	$ 5,029.09

USES OF FUNDS:

Budgeted expenditures:

Food, drinks and paper products	$ 3,100.00
Total budgeted expenditures	$ 3,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,929.09

Signature of Teacher/Sponsor " " Mrs. TIffani Cooper

Signature of Principal Tiffani Cooper Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Youth Alive **Account #** 811

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 15, 2023 (May not reflect July 1 balance)	$ 805.69
Sources of revenue:	
Food & Merchandise sales	750.00
T-Shirts	50.00
Donation	100.00
Total resources	$ 1,705.69

USES OF FUNDS:

Budgeted expenditures:	
Food	$ 600.00
T-Shirts	50.00
Fundraiser Expenses	400.00
Donation	100.00
Incentives & Rewards	100.00
Supplies	100.00
Total budgeted expenditures	$ 1,350.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 355.69

Signature of Teacher/Sponsor N/A

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 4.5.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name OHS Yearbook **Account #** 812

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	4,528.43
Sources of revenue:		
Fundraisers: Food, Merchandise, Spirit Events, Ticket Sales	$	2,800.00
Yearbook Money (Selling extra books)	$	10,000.00
Talent Show	$	800.00
Picture Commission	$	2,100.00
Student Fees for OSU Journalism Day Trip	$	1,000.00
Donations	$	400.00
Total resources	$	21,628.43

USES OF FUNDS:

Budgeted expenditures:		
Yearbook supplies /Props/Costumes/flowers	$	1,200.00
Yearbooks	$	11,000.00
Fundraisers: Food, Merchandise, Spirit Events, Ticket Sales	$	1,550.00
Food/Snack for meetings and Holiday Parties	$	200.00
Print Pictures	$	105.00
Gifts/cords/Prizes	$	800.00
OSU Journalism Day	$	1,000.00
Donations	$	400.00
Photo Shop Program	$	700.00
License Fee	$	100.00
Cameras/ Equipment	$	1,000.00
Student incentives and rewards	$	200.00
Yearbook staff apparel	$	150.00
Ink for printer for yearbook layouts	$	300.00
Total budgeted expenditures	$	18,705.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	2,923.43

Signature of Teacher/Sponsor Kresta Bowman Mrs. Kresta Bowm

Signature of Principal Tiffani Cox Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Journalism **Account #** 813

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ -
Sources of revenue:	
Donations	300.00
Fundraisers: Food and Merchandise sales	500.00
Dues / Fees	200.00
Total resources	$ 1,000.00

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	200.00
Office Supplies	200.00
Registration and Fees	200.00
Incentives and Awards	200.00
Field Trips	100.00
Total budgeted expenditures	$ 900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 100.00

Signature of Teacher/Sponsor _____ Andrew DeBella

Signature of Principal _____ Tiffani Coooper

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Academic Bowl **Account #** 814

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 328.43
Sources of revenue:	
Dues & Fees	250.00
Food & merchandise Sales	500.00
Donations	100.00
Total resources	$ 1,178.43

USES OF FUNDS:

Budgeted expenditures:	
Dues & Fees	$ 250.00
Fundraiser Expenses	180.00
Eductional Supplies	100.00
Incentives & Rewards	100.00
Total budgeted expenditures	$ 630.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 548.43

Signature of Teacher/Sponsor Gregory A Yankey (Gregory Yankey)

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 4.19.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Equality Club **Account #** 815

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 178.43
Sources of revenue:	
Dues	$ 100.00
T-Shirts/Apparel	$ 175.00
Donations	$ 100.00
Fundraisers: Food and Merchandise	$ 300.00
Total resources	$ 853.43

USES OF FUNDS:

Budgeted expenditures:	
Snacks for meetings	$ 100.00
T-Shirts/Apparel	$ 100.00
Activity Supplies (paper, markers, paints)	$ 75.00
Donations	$ 100.00
Fundraiser: Food and Merchandise	$ 100.00
Student incentives and rewards	$ 50.00
Plastic wear and paper plates	$ 50.00
Total budgeted expenditures	$ 575.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 278.43

Signature of Teacher/Sponsor

Signature of Principal

Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Band **Account #** 816

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance (approximately)	$237,182.30
Sources of revenue:	
Student Contributions:	
Trips	250,000.00
Color Guard	15,000.00
Fees (Competition)	8,500.00
School Instrument	8,750.00
Supplies	1,500.00
Uniform Maintenance	2,000.00
Uniforms	8,500.00
Commissions	500.00
Donations	50,000.00
Food & Merchandise Sales	15,000.00
Spirit Events	2,000.00
Total Resources	$598,932.30

USES OF FUNDS:

Budgeted Expenditures:	
Trips	$250,000.00
Costumes	15,000.00
Fees & Registrations	60,000.00
Fundraiser Expenses	10,000.00
Guest Clinicians	4,000.00
Instrument Repair/Supplies	9,000.00
Judges/Accompanists	4,000.00
Student Awards/Incentives/Scholarships	3,000.00
Supplies & Materials	2,000.00
Uniforms	12,000.00
Uniform Cleaning	2,000.00
Total Budgeted Expenditures	$371,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$227,932.30

Signature of Teacher/Sponsor _____

Signature of Fine Arts Director _____ 21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Fine Arts **Site #** 50

Account Name 5th Honor Choir **Account #** 817

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance (approximately)	$2,699.18
Sources of Revenue:	
Donations	250.00
Field Trips	2,125.00
Honor Choir Fees	3,000.00
Total Resources	$8,074.18

USES OF FUNDS:

Budgeted Expenditures:

Awards	200.00
Choral Sheet Music	600.00
Concert Accompanist/Musicians	500.00
Drinks/Snacks	200.00
Field Trips	2,125.00
T-Shirts	1,500.00
Total Budgeted Expenditures	$5,125.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $2,949.18

Signature of Teacher/Sponsor Rebecca Starkey

Signature of Director

21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name FFA **Account #** 818

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 9,750.55
Sources of revenue:	
Food & Merchandise Sales, Ticket Sales, Concesssions, Services Rendered	122,000.00
Auctions, Events	
FFA Attire Wear	6,500.00
Registrations	17,800.00
Donations	3,500.00
Fees/Dues	5,500.00
Commissions	5,000.00
Total resources	$ 170,050.55

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 94,000.00
FFA Attire Wear	6,500.00
Student/Teacher Meals/Food	1,300.00
Registrations/Fees/Dues	21,930.00
Hotels/Lodging	12,750.00
Transportation	4,500.00
Scholarships	4,000.00
Rentals	1,000.00
Banquet Supplies	10,000.00
Education Supplies	1,000.00
Greenhouse Supplies	2,000.00
Technical Services	1,000.00
Donations	2,000.00
Refunds	125.00
Incentives & Rewards	200.00
Repair/Mainentance	500.00
Competition Expenses	500.00
Total budgeted expenditures	$ 163,305.00

RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	6,745.55

Signature of Teacher/Sponsor Kenzie Cannady (Cannady/Turner)

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 4.19.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name STEM Club **Account #** 820

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 79.25
Sources of revenue:	
T-shirt sales	200.00
Food & Merchandise Sales	700.00
Donations	700.00
Total resources	$ 1,679.25

USES OF FUNDS:

Budgeted expenditures:	
Supplies	$ 200.00
T-Shirts	200.00
Fundraiser Expenses	200.00
Incentives & Rewards	75.00
Donations to select charities	900.00
Total budgeted expenditures	$ 1,575.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 104.25

Signature of Teacher/Sponsor _____ (Shannon Chatwin)

Signature of Principal Tiffani Cooper (Tiffani Cooper)

Date 5.1.2023

ACTIVITY FUND ACCOUNT BUDGET

School Name High School **Site #** 715

Account Name Counselors **Account #** 821

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	4,100.04
Sources of revenue:		
Fundraiser: Food, Merchandise, Spirit Events	$	600.00
Donations	$	100.00
Total resources	$	4,800.04

USES OF FUNDS:

Budgeted expenditures:

Official seals/stamps	$	100.00
Financial equipment service agreement for shredder	$	300.00
Microfiche machine upkeep	$	100.00
College/Career day snacks for vendors	$	200.00
Replacement book, card stock, holders for transcript storage	$	500.00
Office Supplies	$	1,000.00
Transcript storage cases and cards	$	300.00
Hospitality food and drinks for visiting guests/presenters	$	300.00
Fundraisers: Food, Merchandise, Spirit Events	$	300.00
Student incentives and rewards	$	200.00
Donations	$	200.00
Total budgeted expenditures	$	3,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	1,300.04

Signature of Teacher/Sponsor 4/27/23 Mrs. Tiffani Cooper

Signature of Principal Tiffani Cooper

Revised 4/27/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Art Department **Account #** 822

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance (approximately)	$456.59
Sources of Revenue:	
Art Show	2,000.00
Donations	1,000.00
Dues, Fees, Memberships	6,000.00
Field Trips	250.00
Food & Merchandise Sales	1,000.00
Spring Trip	20,000.00
Total Resources	$30,706.59

USES OF FUNDS:

Budgeted Expenditures:

Art Entries and Presentation Materials	700.00
Art Show Needs	1,000.00
Educational Supplies	4,000.00
Equipment Maintenance	100.00
Field Trips	250.00
Fundraiser Expenses	600.00
Gallery Frames	500.00
Memberships	500.00
Photography, Lighting	125.00
Spring Trip	20,000.00
Student Awards/Incentives	300.00
Tool Replacement (Scissors, Rulers, Glue Guns, Etc.)	1,000.00
Total Budgeted Expenditures	$ 29,075.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $1,631.59

Signature of Teacher/Sponsor

Signature of Fine Arts Director 21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Excel **Account #** 823

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ -
Sources of revenue:	
Donations	$ 100.00
Fundraisers: Food/Concessions, Merchandise Sales, Ticket/Events Sales	$ 500.00
Trip Fees	$ 100.00
Commissions	$ 100.00
Total resources	$ 800.00

USES OF FUNDS:

Budgeted expenditures:

Fundraisers: Food/Concessions & Merchandise/Event/Ticket Sales	$ 100.00
Student incentives and rewards	$ 100.00
Field trips	$ 100.00
Class supplies	$ 150.00
Donations	$ 100.00
Shirts/Club Wear	$ 150.00
Total budgeted expenditures	$ 700.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 100.00

Signature of Teacher/Sponsor Dr. Michelle Baker

Signature of Principal

Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Stagecraft **Account #** 824

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance	$405.18
Sources of Revenue:	
Donations	500.00
Fees	500.00
Field Trips/Workshops	500.00
T-Shirts	500.00
Total Resources	$2,405.18

USES OF FUNDS:

Budgeted expenditures:	
Construction Materials	500.00
Field Trips/Workshops	500.00
Meals/Refreshments (Staff-Student-Meetings)	300.00
T-Shirts	500.00
Total Budgeted Expenditures	$1,800.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $605.18

Signature of Teacher/Sponsor

Signature of Fine Arts Director

21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Library **Account #** 825

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 2,309.15
Sources of revenue:	
Fines/Fees	3,875.00
Food & Merchandise Sales, Concessions, Events	36,000.00
Donations	1,100.00
School Supplies	300.00
Total resources	$ 43,584.15

USES OF FUNDS:

Budgeted expenditures:	
Computer/printer supplies	$ 2,000.00
Books	7,000.00
Library furnishings	5,000.00
Donations	200.00
Fundraiser Expenses	18,000.00
Educational Supplies	2,000.00
Events (Contests, awards, t-shirts, and ammenities for book clubs)	1,000.00
Incentives & Rewards	1,000.00
Refunds	125.00
Magazines & Newspapers	500.00
Technical Services	500.00
Idea Lab supplies and tools	4,000.00
Professional Education Services Conferences & presentations	1,500.00
Total budgeted expenditures	$ 42,825.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 759.15

Signature of Teacher/Sponsor Melinda L Gallagher

BACK →

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Senior Class **Account #** 826

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	17,844.81
Sources of revenue:		
Senior Dues and Fees	$	26,000.00
Donations	$	2,000.00
Fundraisers: Merchandise, food/concessions, tickets sales/auctions, spirit events	$	13,800.00
Dodgeball game and supplies	$	1,000.00
Spirit Night Events/Commissions	$	750.00
Senior shirts/apparel		
Total resources	$	61,394.81

USES OF FUNDS:

Budgeted expenditures:		
Senior merchandise and activites/events	$	6,100.00
Fundraisers supplies/food/tickets/merchandise	$	700.00
Grad Bash Location / expenses & gifts	$	34,900.00
Security Services	$	300.00
Commencement supplies and formal wear	$	800.00
Mr. and Miss OHS	$	500.00
Legacy Gift	$	5,000.00
Movie Nights supplies/food, popcorn	$	1,000.00
Flowers	$	150.00
Student incentives and rewards	$	200.00
Dodgeball supplies	$	400.00
Total budgeted expenditures	$	50,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	11,344.81

Signature of Teacher/Sponsor Tricia Smith Mrs. Tricia Smith

Signature of Teacher/Sponsor Linsey Tompkins Mrs. Linsey Tompkins

Signature of Principal Tiffany Culp Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name High School **Site #** 715

Account Name Student Mentor /Unified Partners Program **Account #** 827

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	549.48
Sources of revenue:		
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$	3,500.00
Dues/Fees/Admission	$	1,000.00
Donations	$	600.00
Commissions	$	250.00
Total resources	$	5,899.48

USES OF FUNDS:

Budgeted expenditures:		
Team Apparel	$	1,600.00
Prom Event	$	500.00
Unified Activity/ Dances/trips	$	500.00
Mentor Banquet	$	800.00
Summer Social group activites	$	150.00
Unified Club supplies	$	50.00
Student scrapbooks supplies and photo printing	$	800.00
Fundraiser Food and Merchandise	$	400.00
Student incentives and rewards	$	50.00
Donations	$	100.00
Total budgeted expenditures	$	4,800.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	1,099.48

Signature of Teacher/Sponsor Stephanie R Barger Mrs. Stephanie Barger

Signature of Principal Tiffani Cooper Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Junior Board **Account #** 828

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	1,969.37
Sources of revenue:		
Fundraisers: Food/Drink, Merchandise, Spirit Events	$	5,000.00
Ticket Sales	$	35,000.00
Commissions	$	1,500.00
Prom Dress Sale	$	2,500.00
Donations	$	500.00
Total resources	$	46,469.37

USES OF FUNDS:

Budgeted expenditures:		
Venue for prom, lighting, rentals, etc.	$	20,000.00
Prom Services-souvenirs, chocolate fountain DJ, photobooth	$	20,000.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	500.00
Homecoming parade and community event	$	500.00
Donations	$	300.00
Christmas Angel Tree	$	500.00
Security Services for Prom	$	1,200.00
Snacks and food for Junior Board meetings and various occassions	$	300.00
Student incentives and rewards	$	100.00
Total budgeted expenditures	$	43,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	3,069.37

Signature of Teacher/Sponsor Tina Mayfield Ms. Tina Mayfield

Signature of Principal Tiffany Cox Revised 4/11/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name E-Sports **Account #** 831

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not refleect July 1 balance)	$	1,341.97
Sources of revenue:		
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$	500.00
Dues/Fees/Registration	$	100.00
Donations	$	100.00
Commissions	$	250.00
Travel/Competitions	$	300.00
Total resources	$	2,591.97

USES OF FUNDS:

Budgeted expenditures:

Fundraiser Expenses	$	100.00
Supplies/Equipment	$	100.00
Club Wear/Gear	$	100.00
Entry Fees/Registrations	$	75.00
Competion Expenses	$	75.00
Student Incentives and Rewards	$	75.00
Travel/Competitions	$	100.00
Total budgeted expenditures	$	625.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	1,966.97

Signature of Teacher/Sponsor Paschal Mr. James Paschal

Signature of Principal Tiffani Cox Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Fellowship of Christian Athletes (FCA) **Account #** 834

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ -
Sources of revenue:	
Various Fundraisers: Food/Drinks, Merchandise	600.00
Fees/Registration	100.00
Donations	200.00
Ticket Sales	200.00
Commissions	200.00
Spirit Events	200.00
Dues and Fees	200.00
Field Trips	200.00
Total resources	$ 1,900.00

USES OF FUNDS:

Budgeted expenditures:	
Food, drinks, refreshments	$ 500.00
T-Shirts	50.00
Fundraiser Expenses	100.00
Donations	100.00
Supplies	100.00
Student Incentives and Rewards	100.00
Field Trip Expenses	100.00
Total budgeted expenditures	$ 1,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 850.00

Signature of Teacher/Sponsor _____ Mr. Ryan Hinckley

Signature of Teacher/Sponsor _____ Mr. Asa Poteete

Signature of Principal _____

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Mock Trial **Account #** 835

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (may not reflect July 1 balance)	$350.62
Sources of revenue:	
Dues/Fees/Registrations	$300.00
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$1,000.00
Donations	$1,322.00
Trips	$1,000.00
Spirit Wear	$300.00
Admissions (Banquets)	$400.00
Scholarships	$200.00
Tournament - MLK invitational	$4,000.00
Donations	$100.00
Commissions	
Total resources	$8,872.62

USES OF FUNDS:

Budgeted expenditures:	
Food for tournament: snacks and drinks for visiting teams, coaches food / hospitality	$800.00
Fundraisers	$700.00
Dues/Registrations, Out of state tornaments	$2,500.00
Trips / hotels and food for coaches expenses	$1,000.00
Awards for MLK and end of the year banquet	$300.00
Spirit Wear	$400.00
Banquet supplies	$200.00
Trophies	$225.00
Donations	
All funds go through the Booster club. Donations were the only deposit	
Total budgeted expenditures	$6,125.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $2,747.62

Signature of Teacher/Sponsor Mrs. Terry Waller Mrs. Terry Waller

Signature of Principal

Revised 54/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name World Travel **Account #** 836

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of 4/1/2023 (may not reflect July 1 balance)	$	116.50
Sources of revenue:		
Donations	$	500.00
Dues, fees	$	500.00
Fundraisers: food and drinks, merchandise sales, commissions	$	400.00
T-Shirts	$	400.00
Trip Fees	$	400.00
Scholarships	$	200.00
Field Trips	$	100.00
Spirit Events, Ticket Sales	$	200.00
Total resources	$	2,816.50

USES OF FUNDS:

Budgeted expenditures:

General Supplies	$	200.00
T-Shirts	$	200.00
Food/treats/drinks/refreshements	$	100.00
Student Incentives	$	100.00
Trip Fees and expenses, airfare, hotel	$	750.00
Groceries for cultural cuisine cooking days	$	200.00
Scholarships	$	200.00
Field Trips	$	200.00
Fundraiser Expenses	$	100.00
Donations	$	100.00
Total budgeted expenditures	$	2,150.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 666.50

Signature of Teacher/Sponsor Michele Copeland Mrs. Michele Copeland

Signature of Principal Tiffani Coop Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name OHS Robotics **Account #** 837

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 1,018.72
Sources of revenue:	
Fees/Dues/Registration	1,000.00
Donations	1,500.00
Spirit Wear	250.00
Total resources	$ 3,768.72

USES OF FUNDS:

Budgeted expenditures:	
Spirit Wear	$ 250.00
Supplies	1,000.00
Dues/Fee/Registrations	200.00
Student /Staff Travel	300.00
Technical Services	200.00
Incentives & Rewards	100.00
Total budgeted expenditures	$ 2,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,718.72

Signature of Teacher/Sponsor _____ Will Smith

Signature of Principal _____ Tiffani Cooper

Date 4.19.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name LARP Club **Account #** 838

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	295.01
Sources of revenue:		
Various Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$	500.00
Dues/Fee/Registration	$	100.00
Donations	$	100.00
Commissions		
Total resources	$	995.01

USES OF FUNDS:

Budgeted expenditures:

Fundriaser Expenses	$	100.00
Supplies/Equipment	$	100.00
Club Wear/Gear	$	100.00
Field Trip Expenses	$	100.00
Student Incentives and Awards	$	75.00
Donations		
Total budgeted expenditures	$	475.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	520.01

Signature of Teacher/Sponsor Shane Ridenour Mr. Shane Ridenour

Signature of Principal Tiffany Cox Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Drama Productions **Account #** 839

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance (approximately)	$1,068.50
Sources of Revenue:	
Donations	500.00
Dues/Fees/Memberships/Registrations	8,000.00
Food & Merchandise Sales	1,000.00
Spirit Events	500.00
Spring Trip	20,000.00
T-Shirt Sales	4,000.00
Ticket Sales	6,500.00
Total Resources	$41,568.50

USES OF FUNDS:

Budgeted Expenditures:

Dues/Fees/Memberships/Registrations	8,000.00
Fundraiser Expenses	600.00
Royalties	3,500.00
Spring Trip	20,000.00
Student Awards/Incentives	1,500.00
T-Shirts	3,800.00
Theatre Supplies	2,000.00
Total Budgeted Expenditures	$39,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$2,168.50

Signature of Teacher/Sponsor _____

Signature of Fine Arts Director _____ 21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Teacher / Staff Appreciation **Account #** 840

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 35.00
Sources of revenue:	
District Contribution	1,000.00
Donations	500.00
Total resources	$ 1,535.00

USES OF FUNDS:

Uses of Funds:	
Staff Luncheon / Meeting / Conference Nights	$ 1,300.00
Luncheon Supplies	200.00
Total budgeted expenditures	$ 1,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 35.00

Signature of Teacher/Sponsor

Signature of Principal

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade

Site # 610

Account Name Site Activity

Account # 841

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 3,440.91
Sources of revenue:	
Donations / Commissions	2,500.00
Concession Sales	1,000.00
Food / Merchandise Fundraiser	1,000.00
Community Service Projects	500.00
Field Trips	1,000.00
Total resources	$ 9,440.91

USES OF FUNDS:

Uses of Funds:	
Instructional Materials	$ 700.00
Student Incentives	500.00
Fundraiser Expenses	500.00
Subscriptions	100.00
Classroom Supplies	1,000.00
Office Supplies	$500.00
Concession Items	1,000.00
Food & Merchandise	500.00
Community Service Expenditures	500.00
Repairs & Maintenance	500.00
Furniture & Fixtures	500.00
Professional Development	1,000.00
Field Trip Expenses	1,000.00
Dues, Fees & Registrations	1,000.00
Total budgeted expenditures	$ 9,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 140.91

Signature of Teacher/Sponsor

Signature of Principal

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name StuCo **Account #** 842

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 2,704.18
Sources of revenue:	
Donations	500.00
Food / Merchandise Fundraisers	3,000.00
Shirts	400.00
Community Service Projects	500.00
Dance Tickets	3,500.00
Spirit Day Events	2,000.00
Total resources	$ 12,604.18

USES OF FUNDS:

Uses of Funds:	
Food / Merchandise Fundraiser	$ 2,000.00
Event Expenses	2,000.00
Student Incentives	1,000.00
Shirts	400.00
Educational / Classroom Materials	4,000.00
Equipment Repair	500.00
OEF Basket	500.00
Community Service Expenditures	500.00
Promotional Supplies	500.00
Decorations	500.00
Total budgeted expenditures	$ 11,900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 704.18

Signature of Teacher/Sponsor

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name FACS **Account #** 844

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 233.50
Sources of revenue:	
Food / Merchandise Sales	2,000.00
Dues, Fees & Registrations	2,500.00
Donations	500.00
Food / Mercandise Fundraisers	1,500.00
Total resources	$ 6,733.50

USES OF FUNDS:

Uses of Funds:	
Food Lab / Sewing Lab Expenses	$ 1,000.00
Classroom / Educational Supplies	2,000.00
Upkeep of Equipment	500.00
Cooking Equipment & Disposables	1,000.00
Student Incentives	500.00
Poster Printer / Sewing Supplies	500.00
Maintenance & Repairs	500.00
Fundraiser Expenses	500.00
Dues, Fees & Registrations	200.00
Total budgeted expenditures	$ 6,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 33.50

Signature of Teacher/Sponsor Susan E Thompson

Signature of Principal

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Yearbook **Account #** 845

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 2,712.30
Sources of revenue:	
Yearbook Sales	3,000.00
Picture Commission	1,750.00
Ad Sales	200.00
Food / Merchandise Fundraisers	200.00
Fees	300.00
Donations	500.00
Total resources	$ 8,662.30

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 200.00
Classroom Supplies	500.00
Yearbooks	5,500.00
Student Incentives	1,000.00
Total budgeted expenditures	$ 7,200.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,462.30

Signature of Teacher/Sponsor Lori Stewart

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Art **Account #** 848

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,115.79
Sources of revenue:	
Food / Merchandise Fundraisers	500.00
Donations	500.00
Fees / Dues	1,800.00
Field Trip Fees	500.00
Total resources	$ 4,415.79

USES OF FUNDS:

Uses of Funds:	
Classroom Supplies / Educational Materials	$ 2,000.00
Contest Entry	500.00
Fundraiser Expenses	250.00
Field Trip Expenses	500.00
Student Incentives	500.00
Total budgeted expenditures	$ 3,750.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 665.79

Signature of Teacher/Sponsor Melissa Beck

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Foreign Language **Account #** 849

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,189.32
Sources of revenue:	
Food / Merchadise Fundraisers	1,000.00
Fees / Dues	2,500.00
Donations	500.00
Total resources	$ 5,189.32

USES OF FUNDS:

Uses of Funds:	
Classroom Supplies / Educational Materials	$ 1,500.00
Fundraiser Expenses	500.00
Field Trip Expenses	700.00
Student Incentives	700.00
Deocrations for Events	400.00
Total budgeted expenditures	$ 3,800.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,389.32

Signature of Teacher/Sponsor Amanda Kennett

Signature of Principal

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Robotics **Account #** 851

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 24.62
Sources of revenue:	
Food / Merchandise Fundraiser	200.00
Robotic Fees	750.00
T-Shirts	1,200.00
Total resources	$ 2,174.62

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 100.00
Student Incentives	300.00
T-Shirts	1,200.00
Entry Fees	100.00
Educational Materials	400.00
Total budgeted expenditures	$ 2,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 74.62

Signature of Teacher/Sponsor Stewart

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Computer **Account #** 853

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,278.97
Sources of revenue:	
Food / Merchandise Fundraisers	500.00
Donations	200.00
Field Trip Fees	500.00
Dues and Fees	750.00
Total resources	$ 3,228.97

USES OF FUNDS:

Budgeted expenditures:	
Education Materials	$ 200.00
Software for Editing Photo / Coding	500.00
Equipment Repair	500.00
Field Trip Fees	500.00
Fundraiser Expenses	250.00
Student Incentive / Awards	200.00
Total budgeted expenditures	$ 2,150.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,078.97

Signature of Teacher/Sponsor Lori Stewart

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name English **Account #** 855

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 67.79
Sources of revenue:	
Food / Merchandise Fundraisers	750.00
Donations	1,000.00
Field Trips	200.00
Total resources	$ 2,017.79

USES OF FUNDS:

Budgeted expenditures:	
Field Trip Expenses	$ 200.00
Fundraiser Expenses	250.00
Classroom / InstructionalSupplies	1,000.00
Student Incentives / Awards	500.00
Total budgeted expenditures	$ 1,950.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 67.79

Signature of Teacher/Sponsor [signature]

Signature of Principal [signature]

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Teacher Welfare **Account #** 856

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,085.45
Sources of revenue:	
Donations	800.00
Vending Machine Commissions	200.00
Teacher's Dues	1,000.00
Total resources	$ 3,085.45

USES OF FUNDS:

Uses of Funds:	
Supplies	$ 200.00
Teacher of the Year Expenses	250.00
Teacher Gifts / Awards	500.00
Food & Supplies for Staff Meetings / Faculity Meals / Celebrations	1,000.00
Total budgeted expenditures	$ 1,950.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,135.45

Signature of Teacher/Sponsor

Signature of Principal

Date 4/21/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name FCCLA **Account #** 858

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$	698.25
Sources of revenue:		
Food / Merchandise Fundraiser		3,000.00
Donations		1,000.00
Dues & Fees		1,300.00
FCCLA Shirts		200.00
Field Trips		200.00
State Convention		300.00
Registration Fees		600.00
Total resources	$	7,298.25

USES OF FUNDS:

Uses of Funds:		
FCCLA Official Dress / Meeting Dress	$	200.00
Supplies & Equipment		300.00
Convention Expenses		750.00
FCCLA Shirt Sales		100.00
Fundraiser Expenses		2,000.00
Field Trips		200.00
Community Service Project Expenses		200.00
Student Incentives		200.00
Project / Classroom Supplies / Meeting Supplies		1,000.00
Conference / Workshop Expenses		1,000.00
Total budgeted expenditures	$	5,950.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	1,348.25

Signature of Teacher/Sponsor Sonya E. Thompson

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name PE / Strength & Conditioning **Account #** 859

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,260.24
Sources of revenue:	
Food / Merchandise Fundraisers	500.00
Donations	500.00
Dues and Fees	2,600.00
Total resources	$ 4,860.24

USES OF FUNDS:

Budgeted expenditures:	
Supplies and Equipment	$ 1,800.00
T-shirt and Shorts	2,500.00
Field Trip Fees	300.00
Fundraiser Expenses	200.00
Total budgeted expenditures	$ 4,800.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 60.24

Signature of Teacher/Sponsor

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name STEM **Account #** 860

Fiscal Year 2023-24

RESOURCES:

Beginning cash balance	$ 72.98
Sources of revenue:	
STEM Fees	1,000.00
T-Shirts	400.00
Total resources	$ 1,472.98

USES OF FUNDS:

Budgeted expenditures:	
Consumable Materials / Classroom Supplies	1,000.00
T-Shirts	400.00
Total budgeted expenditures	$ 1,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 72.98

Signature of Teacher/Sponsor

Signature of Principal

Date 4/21/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name Activity **Account #** 875

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 9,800.00
Sources of revenue:	
Commisions	1,500.00
Student Planners	1,200.00
Dues and Fees collected for field trips, projects, parties, clubs	3,000.00
Other donations	2,000.00
Fundraisers-food & merchandise sales, spirit events	10,000.00
Total resources	$ 27,500.00

USES OF FUNDS:

Budgeted expenditures:	
STEM Materials/Supplies for all classrooms	$ 1,500.00
PE/Music/Technology Equipment	1,000.00
Student Planners	1,200.00
Student Activities, Projects, trips	3,000.00
On campus enhancements: Leadership, site decor, supplies	2,000.00
Instructional Supplies for Classrooms	2,000.00
Hosting Meetings - food, supplies	300.00
Instructional Theme Days: 100's, holidays, field day, Dr. Seuss	1,000.00
Supplies needed for parent/volunteer events	600.00
Assemblies/Guests/Special Events	1,000.00
Office/Testing Supplies	1,500.00
OEF Basket	300.00
Dues, Fees, Subscriptions, Registrations	500.00
Furniture and Fixtures for school spaces	1,000.00
Celebrations/Incentives and Rewards	4,000.00
Fundraiser Expenses	1,000.00
Total budgeted expenditures	$ 21,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 5,600.00

Signature of Teacher/Sponsor

Signature of Principal

Date 5-11-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name ALL IN **Account #** 876

Fiscal Year 2023-24

RESOURCES:

Beginning cash balance	$ 472.61
Sources of revenue:	
Fundraisers-food & merch sales, spirit events	1,000.00
Other Donations	500.00
Total resources	$ 1,500.00

USES OF FUNDS:

Budgeted expenditures:

Items for Teachers such as teacher incentives, tshirts & rewards	1,000.00
Items for Campus such as furniture/fixtures	100.00
Items for Students such as rewards/incentives	100.00
Frundraising expenses	100.00
Total budgeted expenditures	$ 1,300.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 200.00

Signature of Teacher/Sponsor Marlyn Barnes

Signature of Principal Marlyn Barnes

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes Elementary **Site #** 105

Account Name Media Center **Account #** 877

Fiscal Year 2023-24

RESOURCES:

Beginning cash balance	$ 11,696.56
Sources of revenue:	
Fundraisers: book fair, food & merchandise sales, spirit events	10,000.00
Donations	1,000.00
Lost book/materials fees	300.00
Total resources	$ 22,996.56

USES OF FUNDS:

Budgeted expenditures:	
Books	$ 2,000.00
Author Visits, Fees, Expenses	1,000.00
Promotional Supplies	500.00
Food	200.00
Library Furniture and Fixtures	2,000.00
Misc. Library Supplies	1,000.00
Care and Upkeep of Library	250.00
Professional Development	400.00
Fundraiser Expenses	7,500.00
Student Rewards/incentives	300.00
AV equipment	300.00
Volunter Appreciation	300.00
Decoration, instruction theme materials	500.00
Total budgeted expenditures	$ 16,250.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 6,746.56

Signature of Teacher/Sponsor Hannah Burn

Signature of Principal

Date 4/18/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name Barnes Tack **Account #** 878

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 27.81
Sources of revenue:	
Total resources	$ 27.81

USES OF FUNDS:

Budgeted expenditures:	
Classroom supplies and materials	27.81
Total budgeted expenditures	$ 27.81

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor Charlene Duncan

Signature of Principal _____

Date 04/19/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes **Site #** 105

Account Name Staff Appreciation **Account #** 880

Fiscal Year 2023-24

RESOURCES:

Beginning cash balance	$ 385.00
Sources of revenue:	
District Allotment	615.00
Total resources	$ 1,000.00

USES OF FUNDS:

Budgeted expenditures:	
Food and paper products for staff	1,000.00
Total budgeted expenditures	$ 1,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ -

Signature of Teacher/Sponsor

Signature of Principal

Date 4-20-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Barnes ES **Site #** 105

Account Name Music Activity **Account #** 881

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 310.00
Sources of revenue:	
Recorders	1,500.00
Honor Choir/Musicians Club Fees	1,000.00
Donations	500.00
Food & Merchandise Sales	1,000.00
Total resources	$ 4,310.00

USES OF FUNDS:

Budgeted expenditures:	
Recorders	$ 1,500.00
Honor Choir/Musicians Club Expenses	1,000.00
Student Incentives and Rewards	500.00
Supplies	1,310.00
Total budgeted expenditures	$ 4,310.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor

Signature of Principal

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights **Site #** 110

Account Name Library Activity **Account #** 882

Fiscal Year 23/24

RESOURCES:

Beginning cash balance	$ 6,784.95
Sources of revenue:	
Read-a-Thon	3,500.00
Book Fairs Fundraiser	10,000.00
Lost & Damaged Books	400.00
All For Inchy Donations	1,000.00
All For Inchy Store	1,000.00
Fundraiser (Food & Merchandise sales, ticket sales, spirit events)	2,000.00
Donations	2,000.00
Total resources	$ 26,684.95

USES OF FUNDS:

Budgeted expenditures:	
Book Fair Payments	$ 10,000.00
All for Inchy Store	500.00
Books for Book Vending Machine	2,500.00
Library Technology: equipment for student self checkout, robots	500.00
Library Furniture/Displays/Art	300.00
Promotional/Programming Library Supplies	500.00
Student Incentives/awards/celebrations	800.00
Library Makerspace Supplies for STEAM	300.00
Books for Library Collection	500.00
Student Learning Materials/Supplies/Subscriptions	500.00
Miscellaneous Library Supplies	200.00
Fundraiser Expenses	4,000.00
Author / Presenters	1,000.00
Total budgeted expenditures	$ 21,600.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 5,084.95

Signature of Teacher/Sponsor

Signature of Principal

Date 04/21/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights Elementary **Site #** 110

Account Name Ator Activity Account **Account #** 883

Fiscal Year 23/24

RESOURCES:

Beginning cash balance	$	9,100.00
Sources of revenue:		
Commissions		1,000.00
Donations (Parents. Businesses, Teachers)		500.00
Field Trip Fees, Membership Fees, Dues, Competition Fees		2,000.00
Fundraisers (Food & Merchandise sales, ticket sales, spirit events)		6,000.00
Fun Run / 5K Fundrasier		5,000.00
Total resources	$	23,600.00

USES OF FUNDS:

Budgeted expenditures:		
Student Expenses (entry fees, planners, field trip)		1,000.00
OEF / Donations / Non-Profits		300.00
Instructional (Supplies & Resources)		1,500.00
Student Sensory Activity Materials / STEM		500.00
Repairs & Maintenance		500.00
Furniture/Fixtures		500.00
Printing		250.00
Schoolwide Book Program		1,000.00
Awards & Incentives / Celebrations / Theme Days		2,500.00
School Promotional Supplies		500.00
Student Clubs / Activities / Events		300.00
Schoolwide Reading Materials for Students		1,000.00
Subscriptions		1,500.00
Professional Development		500.00
Hosting Meetings - food, supplies		300.00
Fundraiser Expenses		2,000.00
Technology (headphones, microphones, iPads, bots, VR, Carts, Speakers)		1,000.00
Office Supplies		1,000.00
Field Trip, Membership, Competition Expenses		2,000.00
Total budgeted expenditures	$	18,150.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 5,450.00

Signature of Teacher/Sponsor

Signature of Principal

Date 04/21/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights Elementary **Site #** 110

Account Name PE Activity **Account #** 884

Fiscal Year 23/24

RESOURCES:

Beginning cash balance	$ 3,486.19
Sources of revenue:	
Donations	3,500.00
Fundraiser (Food & Merchandise sales, ticket sales, spirit events)	3,000.00
Total resources	$ 9,986.19

USES OF FUNDS:

Budgeted expenditures:

PE Equipment (Indoor / Outdoor)	$ 3,000.00
PE Technology (electronics, software)	2,000.00
Student rewards/incentives	1,000.00
Total budgeted expenditures	$ 6,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 3,986.19

Signature of Teacher/Sponsor Heather Blake

Signature of Principal

Date 04/19/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator **Site #** 110

Account Name Music Activity Account **Account #** 885

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 995.73
Sources of revenue:	
Honor Choir T Shirts / Fees	1,000.00
Fundraisers (Food & Merchandise sales, ticket sales, spirit events)	5,000.00
End of Year Honor Choir Trip	1,000.00
Donations	1,000.00
Dues / Fees / Registrations	1,000.00
Total resources	$ 9,995.73

USES OF FUNDS:

Budgeted expenditures:	
Curriculum - Books, songs, equipment	$ 2,000.00
Instruments	2,000.00
Props/Costumes for musicals and programs	1,400.00
Prizes and Awards/Food	1,000.00
Fundraiser Expenses	500.00
End of Year Honor Choir Trip	1,000.00
Dues / Fees / Registrations	1,000.00
Total budgeted expenditures	$ 8,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 1,095.73

Signature of Teacher/Sponsor

Signature of Principal

Date 04/28/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name STEM **Account #** 857

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 150.60
Sources of revenue:	
Dues, fees, registrations, memberships.	3,000.00
Donations	1,000.00
Merchandise sales	1,000.00
Total resources	$ 5,150.60

USES OF FUNDS:

Budgeted expenditures:	
Class Projects/Supplies	$ 1,350.60
Student incentives/Awards	500.00
Fundraiser expenses	300.00
Dues, fees, registrations, memberships.	3,000.00
Total budgeted expenditures	$ 5,150.60

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor Jennifer Farley

Signature of Principal J. Eric Nantois

J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name School Activity **Account #** 861

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 11,881.31
Sources of revenue:	
Food/Merchandise Fund Raiser	2,000.00
Donations	1,000.00
Dues/Fees	1,000.00
Commissions	1,000.00
Total resources	$ 16,881.31

USES OF FUNDS:

Budgeted expenditures:	
Student Activities	2,000.00
Office Supplies	1,000.00
Fundraiser Expenses	1,000.00
Classroom Supplies	500.00
Repairs/maintenance	500.00
Professional Development Expenses	500.00
Rewards/Insentives	500.00
Studen Aid	500.00
Dues/Memberships/fees	
Furniture and fixtures	3,000.00
Total budgeted expenditures	$ 9,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 7,381.31

Signature of Teacher/Sponsor J. Eric Nantois J. Eric Nantois

Signature of Principal J. Eric Nantois J. Eric Nantois 4/18/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Yearbook **Account #** 862

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,742.02
Sources of revenue:	
Yearbook Sales	16,875.00
Total resources	$ 18,617.02

USES OF FUNDS:

Budgeted Expenditures	
Yearbook Expenses	16,500.00
Promotion	200.00
Classroom Supplies	500.00
Rewards	200.00

Total budgeted expenditures	$	17,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	1,217.02

Signature of Teacher/Sponsor Cathy Hill Cathy Hill

Signature of Principal J. Eric Nantois J. Eric Nantois 4/18/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Seventh Grade Center **Site #** **510**

Account Name Foreign Language/Spanish **Account #** **863**

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$	508.57
Sources of revenue:		
Supply Fee		1,350.00
Donations		500.00
Total resources	$	2,358.57

USES OF FUNDS:

Budgeted expenditures:

Classroom Supplies	1,400.00
Culture Videos	200.00
Day of the Dead Kids	225.00
Cascarones Confetti	100.00
Rewards/Incentives	250.00
Total budgeted expenditures	$ 2,175.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 183.57

Signature of Teacher/Sponsor Eloisa Wilcoxen

Signature of Principal J. ERic Nantois J. Eric Nantois 4/18/2023

Elo Wilcoxen

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Student Council **Account #** 864

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 174.79
Sources of revenue:	
Spirit Events	100.00
Food/Merchandise Sales	400.00
Total resources	$ 674.79

USES OF FUNDS:

Budgeted expenditures:	
student incentives/awards	400.00
Supplies	200.00
Fundraiser expenses	
Total budgeted expenditures	$ 600.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 74.79

Signature of Teacher/Sponsor Ashley Hopper Ashley Hopper

Signature of Principal J. Eric Nantois J. Eric Nantois 4/18/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Science **Account #** 866

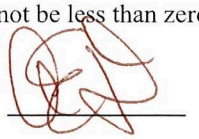
Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$	137.11
Sources of revenue:		
Food Fundraiser (candy, pop, chips, etc..)		1,500.00
Donations		100.00
Spirit Clothing Fundraiser (tshirts, hats, etc..)		500.00
Field Trip Fee		500.00
Total resources	$	2,737.11

USES OF FUNDS:

Lab Supplies - consumables	$	500.00
Classroom pet supplies		200.00
Science field trip - undecided		500.00
Fundrasier expenses		500.00
Student incentives - rewards		200.00
Total budgeted expenditures	$	1,900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	837.11

Signature of Teacher/Sponsor  4-18-202

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7GC **Site #** 510

Account Name PE **Account #** 868

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 4,493.59
Sources of revenue:	
t-shirts	5,000.00
Total resources	$ 9,493.59

USES OF FUNDS:

Budgeted expenditures:	
t-shirts	$ 2,200.00
gym supplies	3,000.00
Total budgeted expenditures	$ 5,200.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 4,293.59

Signature of Teacher/Sponsor /Bill Coates Bill Coates 4/18/23

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Teacher Appreciation **Account #** 870

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 391.27
Sources of revenue:	
District Provides	1,000.00
Total resources	$ 1,391.27

USES OF FUNDS:

Budgeted expenditures:	
Meals, Snacks/Paper Supplies for Teachers	$ 1,300.00
Total budgeted expenditures	$ 1,300.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 91.27

Signature of Teacher/Sponsor J. Eric Nantois 4/18/23

J. Eric Nantois

Signature of Principal J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Teacher Welfare **Account #** 871

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 22.86
Sources of revenue:	
Vending Commissions	500.00
Teacher Contributions	300.00
Donations	500.00
Total resources	$ 1,322.86

USES OF FUNDS:

Budgeted expenditures:	
Flowers	500.00
Teacher Rewards/Celebrations	300.00
Office Decorations	200.00
OEF Basket	300.00
Lounge Supplies	
Total budgeted expenditures	$ 1,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 22.86

Signature of Teacher/Sponsor J. Eric Nantois 4/18/23

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7gc **Site #** 510

Account Name NJHS **Account #** 872

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,596.93
Sources of revenue:	
Dues	1,000.00
tshirt money	1,200.00
Total resources	$ 3,796.93

USES OF FUNDS:

Budgeted expenditures:	
tshirts	$ 1,200.00
service project expenses	400.00
Induction expenses	500.00
NASSP dues	300.00
Meals/Snacks	250.00
Total budgeted expenditures	$ 2,650.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,146.93

Signature of Teacher/Sponsor Stacy Fry/Cathy Hill Cathy Hill 4/18/23

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Creative Studies **Account #** 873

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 219.54
Sources of revenue:	
Donations	500.00
Total resources	$ 719.54

USES OF FUNDS:

Budgeted expenditures:	
Ram Time (Enrichment Supplies)	$ 719.00
Student rewards/incentives	
Total budgeted expenditures	$ 719.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 0.54

Signature of Teacher/Sponsor J. Eric Nantois J. Eric Nantois 4/18/23

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name 7th grade **Site #** 510

Account Name MEDIA CENTER **Account #** 874

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,725.68
Sources of revenue:	
Book Fair	1,500.00
Food and Merchandise sales	1,000.00
Donations	500.00
Fundraiser	1,000.00
Lost books	100.00
Total resources	$ 5,825.68

USES OF FUNDS:

Book Fair Teacher Wish List Party	$ 100.00
Student incentives/rewards	1,000.00
Book Repair Supplies	500.00
Food and Merchadise	500.00
Supplies	500.00
Books	1,000.00
Fund raiser expenses	500.00
Total budgeted expenditures	$ 4,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,725.68

Signature of Teacher/Sponsor Ashley Hopper 4/18/22

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 7th Grade **Site #** 510

Account Name Art **Account #** 879

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,684.54
Sources of revenue:	
Class supply fee	5,000.00
Art sale	500.00
Donations	100.00
Field Trip Fee	500.00
Total resources	$ 7,784.54

USES OF FUNDS:

Budgeted expenditures:	
Art supplies	$ 6,500.00
Field trip	500.00
rewards/incentives	200.00
Total budgeted expenditures	$ 7,200.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 584.54

Signature of Teacher/Sponsor Kime/Hussey B. Kime 4/18/2023

Signature of Principal J. Eric Nantois J. Eric Nantois

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Activity **Account #** 887

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 8,446.02
Sources of revenue:	
Yearbooks/Yearbook Ads	2,000.00
Donations	1,000.00
Food/ Merchandise Sales and Commissions	5,000.00
Fees, Dues, and Registration	3,000.00
Total Resources	$ 19,446.02

USES OF FUNDS:

Budgeted expenditures:	
Educational Supplies, Classroom Projects	6,000.00
General Offfice Expenses	1,500.00
Rewards, Incentives, Student Recognition	1,500.00
Technology (Headphones)	1,000.00
Student Planners	1,000.00
Fundraiser Expenses	2,400.00
Fees, Dues, Registration, Memberships	500.00
Donations	500.00
Field Trips	2,000.00
Substitute Teachers	500.00
Repairs & Maintenance	1,000.00
Furniture and Fixtures	1,000.00
Total budgeted expenditures	$ 18,900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 546.02

Signature of Teacher/Sponsor _____

Signature of Principal _____

Revised 5/1/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Student Leadership **Account #** 888

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,561.50
Sources of revenue:	
Donations	500.00
Fundraisers (Spirit Events, T-Shirts, Parents Night Out)	1,900.00
Dues Fees Registrations	200.00
Food and Merchandise Sales	500.00
Total resources	$ 4,661.50

USES OF FUNDS:

Budgeted expenditures:	
Fundraiser Expenses	$ 1,900.00
Community Service Project	1,000.00
Student Incentive and Rewards	500.00
Supplies	500.00
Total budgeted expenditures	$ 3,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 761.50

Signature of Teacher/Sponsor _____

Signature of Principal _____

Revised 5/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Teacher Welfare **Account #** 889

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 3,627.21
Sources of revenue:	
Donations	500.00
Fundraisers (Commissions)	100.00
Spirit Events	200.00
Total resources	$ 4,427.21

USES OF FUNDS:

Budgeted expenditures:	
Teacher meetings, decorations, events, and treats	$ 2,000.00
Lounge Supplies	250.00
Donations	500.00
Flowers	100.00
Fundraiser Expenses	500.00
Total budgeted expenditures	$ 3,350.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,077.21

Signature of Teacher/Sponsor _____

Signature of Principal _____

Revised 5/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name Teacher/Staff Appreciation **Account #** 890

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,000.00
Sources of revenue:	
District Funded	1,000.00
Total resources	$ 2,000.00

USES OF FUNDS:

Budgeted expenditures:	
Food, utinsels, and/or paper goods for teacher meetings	$ 1,000.00
Total budgeted expenditures	$ 1,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,000.00

Signature of Teacher/Sponsor _____

Signature of Principal _____ Revised 5/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Jeff O. Mills Elementary **Site #** 115

Account Name MILLS LIBRARY **Account #** 891

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 3,382.67
Sources of revenue:	
Fundraisers (Book Fairs, food and merchandise sales)	15,000.00
Donations	200.00
Lost Books	500.00
Dues, Fees and Registrations	1,000.00
Total resources	$ 20,082.67

USES OF FUNDS:

Budgeted expenditures:	
Educational supplies	$ 4,000.00
Promotional Supplies	500.00
Student Rewards/Incentives	500.00
Fundraiser expenses	7,000.00
Library aides	300.00
Dues, fees and registrations	1,000.00
Furniture and Fixtures- flexible seating and tables	2,000.00
Technology (printer ink for office printer)	300.00
Professional Education Services/Guest Speakers	1,500.00
Total budgeted expenditures	$ 17,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,982.67

Signature of Teacher/Sponsor Dina Owens

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Smith **Site #** 120

Account Name Teacher/Staff Appreciation **Account #** 892

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 950.00
Sources of revenue:	
Allotment for Staff Appreciation	1,000.00
Donations	10.00
Total resources	$ 1,960.00

USES OF FUNDS:

Budgeted expenditures:	
Food and paper goods for staff meals	$ 1,600.00
Total budgeted expenditures	$ 1,600.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 360.00

Signature of Teacher/Sponsor _____

Signature of Principal _____

Revised 6/12/2020

ACTIVITY FUND ACCOUNT BUDGET

School Name Smith **Site #** 120

Account Name Activity **Account #** 893

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 15,500.00
Sources of revenue:	
Commissions	830.00
Spirit Night Fundraiser	715.00
Spirit Events	220.00
Fundraiser Food/Merchandise Sales	2,000.00
Donations	200.00
Dues/Fee's/Competitions/Membership	360.00
Field Trips	1,200.00
Yearbook sales	500.00
Total resources	$ 21,525.00

USES OF FUNDS:

Budgeted expenditures:	
Music Supplies	$ 500.00
Landscaping	300.00
Office Supplies	2,500.00
Fundraiser Expenses	1,200.00
Student Rewards	800.00
Classroo Supplies and Activities	500.00
Subscriptions/Memberships	600.00
Repairs/Maintenance	500.00
Dues and Fee's	500.00
CLUB-Community service, supplies, competition fees	500.00
Communication/Printing/Binding	1,000.00
Reimbursements	100.00
Student/Staff Travel	500.00
STEM Supplies	1,000.00
Yearbook	600.00
Field Trip Expenses	200.00
Donations	200.00
PD & Subs	200.00
Student rewards/Incentives	200.00
Total budgeted expenditures	$ 9,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 11,825.00

Signature of Teacher/Sponsor _____

Signature of Principal _____

ACTIVITY FUND ACCOUNT BUDGET

School Name Hayward Smith Elementary **Site #** 120

Account Name Smith Library Activity Account **Account #** 894

Fiscal Year July 1, 2023-June 30, 2024

RESOURCES:

Beginning cash balance	$	8,276.88
Sources of revenue:		
Donations		100.00
Book Fair		6,927.09
Merchandise, Food Sales		2,000.00
Lost books		100.00
Total resources	$	17,403.97

USES OF FUNDS:

Budgeted expenditures:		
Book Fair Expense	$	6,927.09
(REWARDS) teachers, aides, book fairs, fundraisers, reading challenges		400.00
Supplies/STEAM		300.00
Conference/Workshop		300.00
Browsing Bins		2,000.00
Subscriptions		200.00
Author Visits		520.00
Fundraiser Expenses		200.00
Book, Ebooks, Supplies		500.00
Total budgeted expenditures	$	11,347.09

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 6,556.88

Signature of Teacher/Sponsor Rachel Ciancio

Signature of Principal

04/25/23

Date 4/27/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Hayward Smith Elementary **Site #** 120

Account Name Teacher's Welfare **Account #** 897

Fiscal Year 23-24

RESOURCES:

Beginning cash balance	$ 900.00
Sources of revenue:	
Pepsi/Imperial Snack Commissions	100.00
Fundraiser (spirit event, merchandise sales)	600.00
OEF Basket Fundraiser	500.00
Donations	100.00
Total resources	$ 2,200.00

USES OF FUNDS:

Budgeted expenditures:	
Lounge supplies, teacher incentives, appreciation, celebration, rewards	$ 700.00
OEF Basket	$450.00
Total budgeted expenditures	$ 1,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,150.00

Signature of Teacher/Sponsor _____

Signature of Principal _____

Revised 03/31/22

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Activity **Account #** 898

Fiscal Year 2024 (2023-2024)

RESOURCES:

Beginning cash balance	$	21,147.54
Sources of revenue:		
Fall & Spring Pictures		3,700.00
Yearbook Sales		1,500.00
Donations (PTO, Gen. Mills Boxtops, Williams Center, Coca-Cola, etc.)		4,500.00
Fundraisers (food and merchandise sales, spirit events, restaurant commissions)		2,500.00
T-Shirt Sales		300.00
Field Trip Collections		2,500.00
Total resources	$	36,147.54

USES OF FUNDS:

Budgeted expenditures:		
Office Supplies, Warranties, Postage	$	800.00
Teacher Supplies, Conference Materials, Necessities, Variety of Paper		1,300.00
Furniture & Fixtures		800.00
Building & Grounds Upkeep		500.00
Playground Upkeep and Equipment		5,000.00
Dues, Fees, Memberships, Subscriptions, registrations		1,000.00
Substitute Pay for Teacher Conferences		1,000.00
Reward Incentives for Students		1,000.00
Instructional Supplies, Books, Software, Online Programs		1,000.00
Student Activities, Red Ribbon Week Supplies		800.00
Student Supplies		700.00
Field Trip Expenses		2,500.00
T-shirts		300.00
Yearbooks		1,500.00
Technology Supplies (Wireless mice, Headphones, etc)		1,500.00
Repair and Maintenance Services		500.00
Fundraiser Expenses		200.00
Teacher Professional Learning Resources		1,000.00
Total budgeted expenditures	$	21,400.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 14,747.54

Signature of Teacher/Sponsor _____ Sarah Vann

Signature of Principal _____

Revised 4/11/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Teacher Welfare **Account #** 899

Fiscal Year 2024 (2023-2024)

RESOURCES:

Beginning cash balance	$ 723.47
Sources of revenue:	
Commissions	100.00
Donations	300.00
OEF Fundraiser	600.00
Total resources	$ 1,723.47

USES OF FUNDS:

Budgeted expenditures:	
Rewards, Incentives for Faculty	$ 100.00
Faculty Celebrations	150.00
TOY Expenses	300.00
Volunteer Luncheon	250.00
OEF Basket	600.00
Total budgeted expenditures	$ 1,400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 323.47

Signature of Teacher/Sponsor Sarah Vann

Signature of Principal

Revised 4/11/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Teacher/Staff Appreciation Events **Account #** 900

Fiscal Year 2024 (2023-2024)

RESOURCES:

Beginning cash balance	$ 447.43
Sources of revenue:	
Allotment	1,000.00
Total resources	$ 1,447.43

USES OF FUNDS:

Budgeted expenditures:	
Food	$ 800.00
Paper goods for serving	400.00
Total budgeted expenditures	$ 1,200.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 247.43

Signature of Teacher/Sponsor Sarah Vann Sarah Vann

Signature of Principal Sarah Vann

Revised 4/11/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Library **Account #** 901

Fiscal Year 2024 (2023-2024)

RESOURCES:

Beginning cash balance	$	14,063.50
Sources of revenue:		
Bookfairs		16,000.00
Food and merchandise sales		5,000.00
Lost/damaged books		300.00
Donations		500.00
Total resources	$	35,363.50

USES OF FUNDS:

Budgeted expenditures:		
Physical book purchases	$	1,500.00
Online audio- and e-books		500.00
Library Media iCenter operations supplies (e.g., labels, book tape)		1,000.00
eSpace (ExtensionSpace) Supplies		1,000.00
Author visits		1,000.00
Bookfair expenses		16,000.00
Student celebrations, awards, and incentives		2,500.00
Fundraising expenses		1,000.00
Total budgeted expenditures	$	24,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	10,863.50

Signature of Teacher/Sponsor Michelle Farabough Michelle Farabough

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name P.E. **Account #** 902

Fiscal Year 2024 (2023-2024)

RESOURCES:

Beginning cash balance	$ 948.21
Sources of revenue:	
Donations	700.00
Total resources	$ 1,648.21

USES OF FUNDS:

Budgeted expenditures:	
Instructional Materials	$ 500.00
Awards	100.00
Gopher Balls	300.00
Total budgeted expenditures	$ 900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 748.21

Signature of Teacher/Sponsor Mitchell Haun Mitchell Haun

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Hodson Elementary **Site #** 125

Account Name Music **Account #** 903

Fiscal Year 2024 (2023-2024)

RESOURCES:

Beginning cash balance	$	1,241.49
Sources of revenue:		
Merchandise Sales		4,050.00
Dues, fees, memberships, registrations		2,060.00
Donations		400.00
Field trips		500.00
Total resources	$	8,251.49

USES OF FUNDS:

Budgeted expenditures:		
Fundraiser Expenses	$	2,950.00
Dues, fees, memberships, registrations		2,060.00
Circle the State Music		240.00
Field Trips		500.00
Music Supplies		300.00
Student Incentives		500.00
Total budgeted expenditures	$	6,550.00

ACTIVITY FUND ACCOUNT BUDGET

School Name Northeast **Site #** 135

Account Name Teacher/Staff Appreciation - Food Fund **Account #** 904

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,130.17
Sources of revenue:	
Pepsi Allotment from district	1,000.00
Total resources	$ 1,000.00

USES OF FUNDS:

Budgeted expenditures:	
Food/beverage for staff	$ 1,400.00
Paper good for serving	300.00
Teacher Appreciation Week Food/Meals	300.00
Total budgeted expenditures	$ 2,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 130.17

Signature of Teacher/Sponsor Michelle Million Michelle Million

Signature of Principal Michelle Million Michelle Million

Revised 4/20/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Northeast **Site #** 135

Account Name Activity **Account #** 905

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 29,458.06
Sources of revenue:	
Commissions: picture/yearbooks sales	5,000.00
Donations	100.00
Commission: vending	200.00
Dues, fees, memberships, subscriptions	3,000.00
Fundrasing: food, merchandise and/or spirit sales	2,000.00
Total resources	$ 10,300.00

USES OF FUNDS:

Budgeted expenditures:	
Instructional: supplies/resources	$ 4,000.00
Fees: field trips, admission, activities	5,000.00
Student tools/resources/supplies	2,500.00
Technology- Robots, coding, headphones, etc.	3,000.00
Student incentives/rewards	3,000.00
Building & Ground Improvements	1,000.00
General Office Supplies	1,000.00
Donations: OEF Basket	400.00
Professional Devleopment	2,000.00
Fundraiser Expenses	500.00
Donations general	1,000.00
Furniture and Fixtures	1,000.00
Repair and Maintenance	1,000.00
Total budgeted expenditures	$ 25,400.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 14,358.06

Signature of Teacher/Sponsor Michelle Million Michelle Million

Signature of Principal Michelle Million Michelle Million Revised 4/20/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Northeast **Site #** 135

Account Name Teacher Welfare **Account #** 906

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,989.46
Sources of revenue:	
Commission: vending	200.00
Total resources	$ 200.00

USES OF FUNDS:

Budgeted expenditures:	
Staff Food/beverage	$ 500.00
Staff Appreciation Items	500.00
Lounge Supplies	200.00
Teacher celebrations, retirements, bereavement	500.00
Teacher of the Year	250.00
Total budgeted expenditures	$ 1,950.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 239.46

Signature of Teacher/Sponsor Michelle Million Michelle Million

Signature of Principal Michelle Million Michelle Million Revised 4/20/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name: Northeast Elementary — Site #: 135

Account Name: Northeast Library Activity Fund — Account #: 907

Fiscal Year: 2023/2024

RESOURCES	
Beginning Cash Balance	10,435.00
Sources of Revenue:	
Fundraiser - Read-a-thon	18,000.00
Book Fairs (profit 25% cash or 50% product)	25,000.00
Donations	700.00
Lost Books	200.00
Total Resources	43,900.00
USES OF FUNDS	
Budgeted Expenditures:	
Books	1,000.00
Fundraiser - Prizes	2,000.00
Book Fair Payments/Products	20,000.00
Student Incentives/Rewards	2,000.00
Library Supplies	5,000.00
Furniture	3,000.00
Online Resources (subscriptions)	1,000.00
Technology/STEAM Materials - 3D printer materials etc.	2,000.00
BizTown $30 Per Kid -5th Grade	3,000.00
Margaret Clauder - Mother Goose grades pk-2	1,025.00
Tulsa Zoo - 2nd Grade (comes to the school)	150.00
PE - touchscreen monitor to interact with kids	3,400.00
Music - Stage props	500.00
Music - Show music and Circle the State	300.00
Total Budgeted Expenditures	44,375.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	9,960.00

Amanda Sordo Amanda Sordo
Signature of Teacher/Sponsor

Michelle Million Michelle Million
Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Site - Main **Account #** 911

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 12,672.19
Sources of revenue:	
Fundraisers: picture/yearbooks sales, snack/food sales, product sales, coin drives	4,000.00
Donations	1,000.00
Dues, Fees, Memerships, Registrations	2,000.00
Product Sales: shirts, instruments, materials	1,000.00
Spirit Night Commisions	1,000.00
Total resources	$ 20,672.19

USES OF FUNDS:

Budgeted expenditures:	
Instructional: supplies/resources	$ 2,000.00
Dues, Fees, Memberships, Registrations, Subscriptions	2,000.00
Fundraiser Expenses	750.00
Student Items: Shirts/resources/supplies/equipment	2,000.00
Technology: headphones, microphones, bots, VR, carts, speakers and software subscriptions	2,000.00
Furniture and Fixtures	2,000.00
Maintenance and Repairs	1,000.00
Student incentives/rewards	2,000.00
Professional Development	1,000.00
Donations - OEF, non-profits	300.00
Total budgeted expenditures	$ 15,050.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 5,622.19

Signature of Teacher/Sponsor Lacy Hall

Signature of Principal Lacy Hall

Revised 4/20/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Teacher Welfare **Account #** 912

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$	138.67
Sources of revenue:		
Fundraisers: coin drives, teacher nights, product sales (specific to staff)		200.00
Donations		200.00
Total resources	$	538.67

USES OF FUNDS:

Budgeted expenditures:		
Staff Appreciation Items		150.00
Lounge Supplies		100.00
Staff Meals/Celebrations		150.00
Total budgeted expenditures	$	400.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	138.67

Signature of Teacher/Sponsor Lacy Hall

Signature of Principal Lacy Hall

Revised 4/12/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Library **Account #** 914

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 5,885.06
Sources of revenue:	
Fundraisers: Bookfairs, food/merchandise sales	15,000.00
Donations	2,000.00
Fees: Lost or Damaged Books	400.00
Total resources	$ 23,285.06

USES OF FUNDS:

Books	$ 4,000.00
Bookfair payments	9,000.00
Fundraiser Expenses	1,000.00
Student incentives	1,000.00
Library Office supplies	200.00
STEM/STEAM materials	1,000.00
Furniture and fixtures	1,000.00
Technology devices/accessories: Ipads, VR headsets, headphones, cases, charge carts	1,500.00
Total budgeted expenditures	$ 18,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 4,585.06

Signature of Teacher/Sponsor Amy Hodges

Signature of Principal

Revised 4/12/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Bailey Elementary **Site #** 130

Account Name Teacher/Staff Appreciation - Food Fund **Account #** 915

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 16.40
Sources of revenue:	
Allocation from district	1,000.00
Total resources	$ 1,016.40

USES OF FUNDS:

Budgeted expenditures:	
Food/beverage for staff	$ 800.00
Paper goods for serving	200.00
Total budgeted expenditures	$ 1,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 16.40

Signature of Teacher/Sponsor Lacy Hall

Signature of Principal Lacy Hall

Revised 4/12/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name Library **Account #** 924

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 3,020.24
Sources of revenue:	
Scholastic Book Fair	3,000.00
Food / Merchandise Fundraisers	700.00
Fines / Fees	100.00
Lost Books	100.00
Cummunity Service Projects	500.00
Donations	400.00
Total resources	$ 7,820.24

USES OF FUNDS:

Uses of Funds:	
Book Fair Expenses	3,000.00
Promotional Supplies	300.00
Classroom Supplies	200.00
Maintenance & Repair	500.00
Junior Library Guild	400.00
Fundraiser Expenses	500.00
Community Service Expenses	500.00
Total budgeted expenditures	$ 5,400.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 2,420.24

Signature of Teacher/Sponsor

Signature of Principal

Date 4-21-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade **Site #** 610

Account Name NJHS **Account #** 926

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 2,293.93
Sources of revenue:	
Food / Merchandise Fundraisers	1,000.00
Donations	200.00
Dues, Fees & Registrations	300.00
T-Shirt Fundraiser	500.00
Spirit Events	1,500.00
Total resources	$ 5,793.93

USES OF FUNDS:

Budgeted expenditures:	
Dues, Fees & Registrations	$ 300.00
Fundraisers	500.00
Supplies	500.00
T-Shirts	500.00
Student Incentives	400.00
Fieldtrip Expenses	200.00
Dry Cleaning - Banner	100.00
New Banner	100.00
Induction Supplies	300.00
Community Service Projects	1,000.00
Donations to Non-Profit	1,500.00
Total budgeted expenditures	$ 5,400.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 393.93

Signature of Teacher/Sponsor Kim Brogan

Signature of Principal

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso 8th Grade Center **Site #** 610

Account Name Science **Account #** 927

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 378.03
Sources of revenue:	
Food / Merchandise Fundraisers	600.00
Donations	3,000.00
Commissions	500.00
Total resources	$ 4,478.03

USES OF FUNDS:

Budgeted expenditures:	
Fundraisers	$ 300.00
Classroom Supplies	500.00
Lab Equipment	1,500.00
Comsumables	1,000.00
Student Incentives / Awards	500.00
Total budgeted expenditures	$ 3,800.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 678.03

Signature of Teacher/Sponsor Julie Arco

Signature of Principal

Date 4-28-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name Special Education **Account #** 929

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 237,464.06
Sources of revenue:	
Total resources	$ 237,464.06

USES OF FUNDS:

Budgeted expenditures:	
Transition Team Activities	2,069.09
Supplies and Materials	60,000.00
Professional Development - Workshops and Trainings	15,000.00
Adaptive Equipment and Materials	25,000.00
Curriculum	50,000.00
General Office Expenses	3,500.00
Technology - iPads, Laptops, etc.	10,000.00
Adult Transition Program: Appliances, fixtures, furniture	70,000.00
Transition Van Wrap	
Laundry, cleaning, diswashing, household supplies including pots, pans, dishes, silverware, etc.	
Food for Cooking Units	
Professional Services including gas, electrical, and plumbing	
Snacks, rewards, and incentives for students	
Refreshments for Team meetings including food and paper goods	1,894.97
Total budgeted expenditures	$ 237,464.06

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor Charlene Duncan

Signature of Principal _____

Date 05/12/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Ator Heights Elementary **Site #** 110

Account Name Staff Appreciation **Account #** 930

Fiscal Year 23/24

RESOURCES:

Beginning cash balance	$ 884.03
Sources of revenue:	
District Allotment	1,000.00
Commissions (Building Machines)	50.00
Donations	500.00
Total resources	$ 2,434.03

USES OF FUNDS:

Budgeted expenditures:

Food and paper products for Staff Appreciation / Celebrations	1,500.00
Total budgeted expenditures	$ 1,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 934.03

Signature of Teacher/Sponsor

Signature of Principal

Date 04/28/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name District Wide Special Olympics **Account #** 932

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 87,299.30
Sources of revenue:	
Donations	15,000.00
Total resources	$ 102,299.30

USES OF FUNDS:

Budgeted expenditures:

Special Olympics - Competition-Dues, fees, housing & lodging	30,000.00
Competition clothing for students and coaches	20,000.00
Food	7,500.00
Supplies	12,499.30
Equipment	30,000.00
Technology: Create a Domain	300.00
Technology: Hardware, software, and all other technology related supplies	2,000.00
Total budgeted expenditures	$ 102,299.30

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor

Signature of Principal

Date 05/12/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Ram Academy **Site #** 715

Account Name Activity **Account #** 933

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 10,004.60
Sources of revenue:	
Vending commissions	800.00
Donations	2,000.00
Food/merchandise sales	2,000.00
Total resources	$ 14,804.60

USES OF FUNDS:

Budgeted expenditures:	
Field trips	$ 500.00
Office supplies/decorations	300.00
Flowers and balloons	200.00
Food	2,000.00
Rentals	200.00
Graduation supplies	500.00
Books	1,000.00
Classroom, hall, lobby supplies	2,000.00
Student festivities	1,000.00
Student incentives and awards	1,000.00
Donations	200.00
Student school spirit apparel	1,500.00
Student welfare items	1,000.00
Student lounge equipment	500.00
Fundraisers	500.00
Professional Development	1,000.00
Student Scholarship Fund	500.00
Total budgeted expenditures	$ 13,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 904.60

Signature of Teacher/Sponsor

Signature of Principal

Date 4/26/23

BUDGET FOR SCHOOL ACTIVITY SUBACCOUNT

School Name Owasso Indian Education - ESC **Site #** 050

Account Name Indian Education **Number** 934

For the period of July 1, 2023 through June 30, 2024

I.	Beginning Cash Balance, July 1, 2023	$ 6,000.00
II.	Source of All Revenue and Estimated Amounts:	
	Donations	$ 5,000.00
	Food and merchandise sales	$ 2,000.00
	Cherokee Tag Allocation	$ 100.00
	Concession sales	$ 100.00
	Dues and Fees	$ 150.00
	Services Rendered	$ 500.00
		$
TOTAL RECEIPTS		$
III.	Total Beginning Cash Balance plus Receipts	$ 13,850.00
IV.	Expenditures and Estimated Amounts:	
	Educational/Cultural supplies	$ 200.00
	Program honorariums, incentives and awards	$ 5,000.00
	Charitable Donations, Bereavement, Travel, Hardship	$ 250.00
	Furniture, fixtures, décor	$ 500.00
	Scholarships	$ 500.00
	Student Fees, Dues, College Tests, Postage	$ 200.00
	Professional Education Services	$ 1,000.00
	Registrations and Travel	$ 1,000.00
	Fundraiser Supplies and Expenses	$ 1,000.00
	General office supplies	$ 200.00
	Reimbursements	$ 200.00
	Technical Services	$ 500.00
	Community Service Projects	$ 1,000.00
		$
TOTAL EXPENSES		$ 11,550.00
V.	Ending Cash Balance, June 30, 2024	$ 2,300.00

Signature of Teacher /Sponsor — Position

Signature of Principal/School Activity Custodian

ACTIVITY FUND ACCOUNT BUDGET

School Name District Services **Site #** 050

Account Name Staff Appreciation **Account #** 938

Fiscal Year 2024

RESOURCES:

Beginning cash balance	$ 1,955.47
Sources of revenue:	
Allotment	3,000.00
Donations	100.00
Total resources	$ 5,055.47

USES OF FUNDS:

Budgeted expenditures:	
Food and paper goods for staff	$ 3,000.00
Total budgeted expenditures	$ 3,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,055.47

Signature of Teacher/Sponsor _____

Signature of Principal Kevin Thorn

Date 4-25-23

Revised 4/25/23

ACTIVITY FUND ACCOUNT BUDGET

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name ATHLETIC ACTIVITY FUND **Account #** 941

Fiscal Year 2023-2024 **Page #** 1

RESOURCES:

Beginning cash balance	**$0.00**
Sources of revenue:	
COMMISSION: MARKETING/BRANDING REVENUE	**$3,000.00**
CONCESSION CONTRACTS	**$6,400.00**
CONTRIBUTIONS	**$150,000.00**
ENTRY FEES: TOURNAMENTS, CAMPS, COMPETITION MEETS	**$60,000.00**
FUNDRAISERS: FOOD AND MERCHANDISE	**$5,000.00**
ATHLETIC PASSES: STUDENT, ADULT, LIFETIME	**$7,000.00**
GATE: TICKETS, PARKING, RAM ROOM, CANE SEATS/PLAYOFF	**$375,000.00**
OSSAA TRAVEL REIMBURSEMENT	**$3,000.00**
SPORT SPONSORS: SIGNAGE	**$25,000.00**
PHYSICALS	**$8,000.00**
PLAYOFF TRASH P/U - BAND	**$500.00**
RAM GEAR SOLD TO STUDENTS/PARENTS	**$3,000.00**
SCHOLARSHIP DONATIONS	**$2,700.00**
START UP CASH FOR SPORTING EVENTS	**$5,400.00**
Total resources	**$654,000.00**

Signature of Teacher/Sponsor

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name ATHLETIC ACTIVITY FUND **Account #** 941

Fiscal Year 2023-2024 **Page #** 2

USES OF FUNDS:

Budgeted expenditures:

AWARDS: MEDALS, PLAQUES, RINGS, GIFTS,	**$50,000.00**
TEAM MEALS, HOF, BANQUETS, STUDENT KEPT GEAR	
DUES & FEES FOR ATHLETIC EVENTS & MEMERSHIPS	**$30,000.00**
TO ATHLETIC ORGANIZATIONS, OCA 2024-2025	
PROFESSIONAL DEVELOPMENT: REGISTRATION/TRAVEL FOR COACHES CLINICS/CONVENTIONS	**$10,000.00**
SECURITY FOR ALL SPORTS	**$35,000.00**
EVENT WORKERS FOR ALL EVENTS/SPORTS	**$45,000.00**
HOSPITALITY FOR ALL SPORTING & ATHLETIC DEPT. EVENTS, AWARDS/GEAR FOR COACHES	**$45,000.00**
GROUND/BUILDING REPAIRS & MAINTENANCE	**$10,000.00**
SERVICES: EMBROIDERY/PRINT/ELECTRIAL/TECHNICAL	**$7,000.00**
PHOTOGRAPY	**$2,500.00**
PROGRAM ADS: STATE, ALL STATE	**$5,000.00**
EQUIPMENT FOR ALL ATHLETIC SPORTS	**$40,000.00**
OFFICE, INK, LOCKER ROOM, CLEANING, KITCHEN SUPPLIES &EQUIPMENT. OFFICE TROPHIES/PLAQUES	**$10,000.00**
Total budgeted expenditures page 2 of 4	**$289,500.00**

Signature of Teacher/Sponsor

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name ATHLETIC ACTIVITY FUND **Account #** 941

Fiscal Year 2023-2024 **Page #** 3

USES OF FUNDS:

Budgeted expenditures: Carryover from page 2	**$289,500.00**
TECHNOLOGY: RADIOS, IPADS/EQUIPMENT, OTHER DEVICES TO ASSIST SPORTS	**$10,000.00**
FLAGS FOR INDIVIDUAL SPORTS	**$500.00**
FUNDRAISER EXPENSES	**$1,000.00**
RENTAL: EQUIPMENT/FACILITY LOCATION USAGE	**$8,000.00**
SAFETY/MEDICAL/RECOVERY SUPPLIES FOR ALL SPORTS	**$20,000.00**
OFFICIALS FOR ALL SPORTS	**$60,000.00**
OUTFIELD SIGNAGE: COST OF PRODUCT	**$5,000.00**
PLAYOFF GATES: OSSAA/FVC MONEY	**$20,000.00**
SCHOLARSHIPS GIVEN TO STUDENTS & FOLDS OF HONOR	**$2,700.00**
START UP CASH FOR SPORTING EVENTS	**$5,400.00**
SUBSCRIPTIONS	**$10,000.00**
STUDENT TRAVEL FOR OUT OF TOWN GAMES: MEALS, HOTELS, TRANSPORTATION COST, PRACTICE ROUNDS AND COACHES MEALS	**$25,000.00**
Total budgeted expenditures page 3 of 4	**$457,100.00**

Signature of Teacher/Sponsor

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name ATHLETIC ACTIVITY FUND **Account #** 941

Fiscal Year 2023-2024 **Page #** 4

USES OF FUNDS:

Budgeted expenditures: Carryover from page 3	**$457,100.00**
UNIFORMS/PROTECTIVE GEAR	**$175,000.00**
FOOTBALL EVENTS: TRASH PICK UP AND PARKING LOT ATTENDANTS	**$7,500.00**
CHARTER BUSSES	**$2,000.00**
PROFESSIONAL DEVELOPMENT: COACHING MATERIALS & SUBSTITUTE COSTS	**$1,000.00**
Total budgeted expenditures	**$642,600.00**
RESOURCES OVER (UNDER) USES (cannot be less than zero)	**$11,400.00**

Signature of Teacher/Sponsor _____

Signature of Principal _____

ACTIVITY FUND ACCOUNT BUDGET

School Name OWASSO ATHLETIC DEPARTMENT **Site #** 715

Account Name RAM PARTNERS 942

Fiscal Year 2023-2024 **Page #** 1

RESOURCES:

Beginning cash balance	$0.00
Sources of Revenue:	
ADVERTISING SPONSORSHIPS	$180,000.00
PROGRAM INCOME	$2,500.00
SENIOR ADS	$2,500.00
DONATIONS	$20,000.00
RAM LOGO ITEMS SOLD	$500.00
Total resources	$205,500.00

USES OF FUNDS:

Budgeted expenditures:	
ATHLETIC FIXTURES: SIGNS, FACILITY EQUIPMENT/UPDATES	$35,000.00
STIPENDS FOR CONTRACTED NUTRITION AND STRENGTH & CONDITIONING SERVICES	$12,000.00
EQUIPMENT FOR ALL ATHLETIC SPORTS	$25,000.00
REPAIR/MAINTENANCE FOR ATHLETIC FACILITIES/FIXURES & GROUNDS	$25,000.00
MARKETING - RADIO	$17,700.00
RADIO TALENT	$7,000.00
WEBSITE RENEWAL/ATHLETIC SUBSCRIPTIONS	$5,000.00
TRANSPORTATION PAYROLL	$12,000.00
ATHLETE/STAFF LOGO ITEMS	$6,000.00
PROGRAM COST	$5,000.00
CHOREOGRAPHY FOR SPORTS	$5,000.00
FLAGS	$2,800.00
SPONSOR: RECOGNITION GIFT	$2,000.00
SAFETY/SECURITY FOR ATHLETES	$10,000.00
PROFESSIONAL EDUCATION SERVICES	$5,000.00
ATHLETE AWARDS/SENIOR PLAQUES	$15,000.00
ATHLETE/COACHES UNIFORMS	$10,000.00
SUPERVISION TRAVEL COSTS	$2,000.00
Total budgeted expenditures	$201,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$4,000.00

Signature of Teacher/Sponsor

Signature of Principal

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Virtual/Summer School **Account #** 944

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 2,975.00
Sources of revenue:	
Tuition, Dues & Fees	15,000.00
Donations	500.00
Total resources	$ 18,475.00

USES OF FUNDS:

Budgeted expenditures:

Refunds	125.00
Transfer money to general fund to pay teachers	15,000.00
Supplies	100.00
Total budgeted expenditures	$ 15,225.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 3,250.00

Signature of Teacher/Sponsor _____ Matt Little

Signature of Principal Tiffani Cooper Tiffani Cooper

Date 0.1.2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Fine Arts **Account #** 946

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance (approximately)	$ 44,776.79
Sources of Revenue:	
Donations	3,000.00
Due & Fees	500.00
Food & Merchandise Sales	1,000.00
Musical Ticket Sales	25,000.00
PAC Rentals	50,000.00
Summer Day Camp Tuition	3,000.00
Trips	300,000.00
TOTAL RESOURCES	$ 427,276.79

USES OF FUNDS:

Budgeted Expenditures:	
Crew/Staff Apparel	2,000.00
Custodians (for Rentals)	1,500.00
Dues & Fees	500.00
Equipment Rental	1,000.00
Fine Arts Student Programs	3,500.00
Florist Expense	200.00
Fundraiser Expenses	600.00
Meals/Refreshments (Staff/Student-Meetings/Productions)	1,000.00
Office/Printer Supplies	1,000.00
Operating Supplies (Gaff Tape/Lights/Batteries)	1,000.00
Professional Development Expenses for Fine Arts Teachers	10,400.00
Security (for Rentals)	3,000.00
Summer Day Camp Expenses	3,000.00
Technicians (for Rentals)	5,000.00
Technology Upgrades (Software/Hardware/Audio/Visual)	3,000.00
Travel Reimbursement	3,000.00
Trips	300,000.00
TOTAL BUDGETED EXPENDITURES	$ 339,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 87,576.79

Signature of Fine Arts Director _____ 21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Plant Operations **Site #** 050

Account Name Plant Operations Welfare **Account #** 947

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 214.68
Sources of revenue:	
Commission	31.31
Donation	100.00
Total resources	$ 345.99

USES OF FUNDS:

Budgeted expenditures:	
Breakroom Supplies	$ 300.00
Total budgeted expenditures	$ 300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 45.99

Signature of Teacher/Sponsor

Signature of Principal

Date 04/26/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name District Services **Site #** 050

Account Name Health Services **Account #** 949

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 386.29
Sources of revenue:	
Donations	100.00
Total resources	$ 486.29

USES OF FUNDS:

Budgeted expenditures:	
NASN Memberships	$ 280.00
$140 each	
Nurse Supplies	206.29
Total budgeted expenditures Paul craft	$ 486.29
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 0.00

Signature of Teacher/Sponsor Cherie VanLandingham

Signature of Principal

Date 4-25-23

Revised 4/25/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Ram Academy **Site #** 715

Account Name Ram Teacher Welfare **Account #** 951

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 4,121.16
Sources of revenue:	
Pepsi Commissions	1,000.00
Donations	1,000.00
Total resources	$ 6,121.16

USES OF FUNDS:

Budgeted expenditures:	
Food and treats for teachers and staff	$ 1,000.00
Cakes/flowers/cards/gifts for various occasions	500.00
Donation	150.00
Teacher/staff apparel	750.00
Holiday decorations and treats	200.00
Lounge supplies	200.00
Lounge decor and furniture	1,000.00
Total budgeted expenditures	$ 3,800.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,321.16

Signature of Teacher/Sponsor

Signature of Principal

Date 4/24/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name FACS **Account #** 953

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	2,234.00
Sources of revenue:		
Lab Fees	$	5,400.00
Fundraisers - Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	5,000.00
Donations	$	200.00
Commissions		
Total resources	$	12,834.00

USES OF FUNDS:

Budgeted expenditures:		
Student Classroom Supplies: General, Groceries, Sewing	$	4,000.00
Sewing Patterns	$	500.00
Various Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	2,800.00
Donations	$	200.00
Utensils/ Kitchen supplies, cleaning and equipment	$	500.00
Efoodhanders	$	480.00
Student incentives and awards	$	200.00
Food for Labs	$	400.00
Total budgeted expenditures	$	9,080.00

*The totals of expenditures & revenue on both pages match.

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 3,754.00

Signature of Teacher/Sponsor Samantha Warder

Signature of Teacher/Sponsor Judi Leander Mrs. Judi Leander

Signature of Teacher/Sponsor Joy Smith Mrs. Joy Smith

Signature of Principal

Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Vocal **Account #** 957

Fiscal Year 2023-2024

RESOURCES:

Beginning Cash Balance (approximately)	$32,030.66
Sources of Revenue:	
All State Hotel Fees	1,210.00
Banquet	2,000.00
Choir Council Activities	250.00
Dance Door and Concessions	5,000.00
Donations	1,000.00
Dues, Fees, Registrations	9,850.00
Food & Merchandise Sales	39,500.00
Owasso Choral Festival	1,000.00
Spirit Events	500.00
Spring Trips	60,000.00
Uniform Replacement	500.00
TOTAL RESOURCES	$164,283.49

USES OF FUNDS:

Budgeted Expenditures:	
All State Expenses	350.00
Banquet	2,000.00
Choir Council Activities	250.00
Concert / Stage Props	500.00
Dance DJ / Concessions	1,500.00
Dry Cleaning	1,000.00
Fundraiser Expenses	23,000.00
HS Honor Choir Fees/Registrations/Hotels	7,560.00
Musicians/Performance Equipment	2,000.00
Office Supplies	400.00
Owasso Choral Festival (Judges, Awards)	500.00
Professional Membership / Professional Development	2,850.00
Sheet Music & Accompaniment Recordings	3,000.00
Show Choir Contest	500.00
Student Awards/Incentives	350.00
Trip Expenses	60,000.00
T-Shirts	3,500.00
Uniform Replacement	500.00
TOTAL BUDGETED EXPENDITURES	$107,660.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$56,623.49

Signature of Teacher/Sponsor _____

Signature of Fine Arts Director _____ 21-Apr-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name STEM **Account #** 960

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 2,140.27
Sources of revenue:	
DONATIONS	100.00
DUES AND FEES	1,500.00
MERCHANDISE/FOOD SALES	1,500.00
FIELD TRIP EXPENSES	500.00
Total resources	$ 5,740.27

USES OF FUNDS:

Budgeted expenditures:	
MERCHANDISE/FOOD EXPENSES	$ 1,600.00
CLASSROOM SUPPLIES	1,500.00
DUES AND FEES	1,500.00
INCENTIVES/REWARDS	200.00
FIELD TRIP EXPENSES	500.00
Total budgeted expenditures	$ 5,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 440.27

Signature of Teacher/Sponsor Brandie Davenport

Signature of Principal Matt Robert

Date 4/19/23

Brandie Davenport

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Student Holding Account (Fine Arts) **Account #** 962

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$84,213.90
Sources of revenue:	
Fundraiser Profits (Art, Band, Drama, Speech/Debate, Vocal)	50,000.00
Total resources	$134,213.90

USES OF FUNDS:

Budgeted expenditures:	
Fees/Trips (Art, Band, Drama, Speech/Debate, Vocal)	100,000.00
Total budgeted expenditures	$100,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$34,213.90

Signature of Fine Arts Financial Clerk

Signature of Fine Arts Director 5/8/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Liberty **Account #** 963

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 1,225.96
Sources of revenue:	
Merchandise / Apparel Sales	$ 5,000.00
Fundraisers: Food/Drinks, Merchandise, Spirit Events, Ticket Sales	$ 4,000.00
RCB Bank Donation (Gift of Gratitude)	$ 1,000.00
Donations	$ 500.00
Commissions	
Total resources	$ 11,725.96

USES OF FUNDS:

Budgeted expenditures:	
Flowers	$ 800.00
Food (Veterans Luncheon)	$ 2,000.00
Apparel / Veterans & Committee	$ 2,250.00
Decorations	$ 500.00
Contest Prizes	$ 200.00
Invitations / Program (Printing)	$ 500.00
Debriefing Meeting/food	$ 250.00
Fundraiser Food and Merchandise	$ 1,500.00
Gift of Gratitude	$ 2,000.00
Donations	$ 200.00
Student incentives and awards	$ 100.00
Total budgeted expenditures	$ 10,200.00

*The totals of expenditures & revenue on both pages match.

RESOURCES OVER (UNDER) USES (~~cannot be less than zero~~) $ 1,525.96

Signature of Teacher/Sponsor Kim Tuner Mrs. Kim Tuner

Signature of Principal Tiffani Cooper Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Teacher Welfare **Account #** 965

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	6,588.03
Sources of revenue:		
Teacher Dues	$	1,100.00
Fundraisers: Food/Drinks and Merchandise	$	500.00
Pepsi Vending	$	3,170.00
Imperial Vending	$	1,100.00
Donations	$	200.00
Teachers shirts, outer wear	$	600.00
Total resources	$	13,258.03

USES OF FUNDS:

Budgeted expenditures:		
Cakes/flower/cards /gifts for various occasions	$	5,000.00
Fundraiser Food/Drink and Merchandise	$	200.00
Donations	$	150.00
Teacher shirts/outwear	$	600.00
Decorations and treats for various occassions	$	200.00
Lounge Supplies / utencils, plates, cups, napkins	$	200.00
Food and treats for teachers and staff appreciation	$	500.00
Total budgeted expenditures	$	6,850.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	6,408.03

Signature of Teacher/Sponsor Kresta Bowman Mrs. Kresta Bowman

Signature of Principal Tiffani Cooper

Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Activity **Account #** 968

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 13,397.37
Sources of revenue:	
Fundraisers:picture/yearbooks sales, snack/food sales, product sales, spirit days	5,000.00
Donations	500.00
Fees:Field trips, admission, activities	3,000.00
Parent/family involvement, Family Nights	500.00
Commissions	200.00
Total resources	$ 22,597.37

USES OF FUNDS:

Budgeted expenditures:	
Instructional: supplies/resources	$ 5,000.00
General office supplies	500.00
Fundraiser expenses	1,500.00
Fees: field trips, admission, activities	2,000.00
Student tools/resources/supplies	3,000.00
Technology-Robots, coding, circuits, headphones, carts, chromebooks, etc.	3,000.00
Student incentives/rewards	3,000.00
Scholarships	1,000.00
Furniture and Fixtures	1,500.00
Professional Development Expenses	2,000.00
Total budgeted expenditures	$ 22,500.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 97.37

Signature of Teacher/Sponsor _____

Signature of Principal _____

Date 5.22.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Teacher/Staff Appreciation-Food Fund **Account #** 969

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 674.72
Sources of revenue:	
District Allocation	500.00
Donation	400.00
Total resources	$ 1,574.72

USES OF FUNDS:

Budgeted expenditures:	
Food/Beverage for staff	$ 1,250.00
Paper goods for serving	320.00
Total budgeted expenditures	$ 1,570.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 4.72

Signature of Teacher/Sponsor _____

Signature of Principal Tyler Martin

Date 5-1-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Ram Academy **Site #** 715

Account Name Teacher/Staff Appreciation **Account #** 970

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 442.00
Sources of revenue:	
District Allotment	300.00
Total resources	$ 742.00

USES OF FUNDS:

Budgeted expenditures:	
Food & paper goods for serving faculty/staff	$ 300.00
Total budgeted expenditures	$ 300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 442.00

Signature of Teacher/Sponsor

Signature of Principal

Date 4/26/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name FCCLA **Account #** 971

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$ 2,234.00
Sources of revenue:	
Dues / Fees / Registration	$ 5,850.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$ 10,000.00
Donations	$ 5,900.00
Banquet	$ 1,250.00
Uniforms	$ 2,180.00
Hotel / Trips	$ 4,500.00
Commissions	
Total resources	$ 31,914.00

USES OF FUNDS:

Budgeted expenditures:	
Dues / Registration	$ 5,100.00
Various Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$ 6,600.00
Donations	$ 2,750.00
Awards / Scholarship	$ 650.00
Project Supplies / Meeting Supplies	$ 700.00
Banquet	$ 550.00
State Convention Expenses	$ 5,750.00
Red Jackets / FCCLA Official Clothing	$ 940.00
Dry Cleaning Official Jackets	$ 150.00
Trips, Parking	$ 3,000.00
Hotel	$ 1,000.00
Judges	$ 250.00
Student incentives and awards	$ 200.00
Total budgeted expenditures	$ 27,640.00

*The totals of expenditures & revenue on both pages match.

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 4,274.00

Signature of Teacher/Sponsor Judi Leander Mrs. Judi Leander

Signature of Teacher/Sponsor Joy Smith Mrs. Joy Smith

Signature of Principal Tiffani Cooper Revised 4/27/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Teacher Welfare **Account #** 972

Fiscal Year 23/24

RESOURCES:

Beginning cash balance	$ 1,367.03
Sources of revenue:	
Fundraisers:coin drives, teacher nights, product sales (specific to staff)	200.00
Donations	500.00
Commissions	200.00
Total resources	$ 2,267.03

USES OF FUNDS:

Budgeted expenditures:	
Teacher celebrations/bereavement	$ 900.00
Fundraiser Expenses	400.00
Lounge Supplies	150.00
Donations - OEF Basket, PTO Appreciation, etc.	300.00
Classroom support	500.00
Total budgeted expenditures	$ 2,250.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 17.03

Signature of Teacher/Sponsor _____

Signature of Principal Tyler Martin

Date 5-22-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Foreign Language Club **Account #** 973

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance as of April 1, 2023 (May not reflect July 1 balance)	$	13,941.38
Sources of revenue:		
SPANISH:		
Spanish Club Dues	$	680.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	2,850.00
SC Field Trip	$	1,000.00
Donations	$	100.00
Club Apparel	$	200.00
Commissions		100.00
FRENCH:		
French Club Dues	$	300.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	14,000.00
FC Field Trip/France	$	5,000.00
Donations	$	1,000.00
Club Apparel	$	200.00
Commissions		100.00
Total resources	$	39,471.38

USES OF FUNDS:

Budgeted expenditures:

Spanish:		
Spanish Cooking Days	$	600.00
Spanish Club activities and supplies	$	1,200.00
Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	700.00
Donations	$	100.00
Trip fees	$	200.00
Student incentives and awards	$	100.00
Club apparel	$	200.00

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso High School **Site #** 715

Account Name Foreign Language Club **Account #** 973

Fiscal Year 2023-2024

French:

Fundraisers: Food/Drink, Merchandise, Spirit Events, Ticket Sales	$	10,100.00
Field Trip/Transportation and entry fees	$	1,000.00
French Expenses for France/Sister School Visit / Food / Drinks / Supplies etc.	$	1,500.00
AATF- Membership for Honor Society Charter Fees	$	60.00
Trip / Airfare for France/Sister School Exchange & Deposit	$	6,600.00
Donations	$	500.00
Student incentives and awards	$	100.00
French club activities and supplies	$	1,200.00
Club apparel	$	200.00
Total budgeted expenditures	$	24,360.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$	15,111.38

Signature of Teacher/Sponsor Ms. Ronda Avila

Signature of Teacher/Sponsor Mrs. Leslie Wright

Signature of Principal Revised 4/1/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Morrow **Site #** 150

Account Name Library **Account #** 974

Fiscal Year 23/24

RESOURCES:

Beginning cash balance	$ 6,310.08
Sources of revenue:	
Fundraisers: food and merchandise sales	4,000.00
Book Fairs (profit25% cash or 50%product)	20,000.00
Lost Books	500.00
Donations	200.00
Total resources	$ 31,010.08

USES OF FUNDS:

Budgeted expenditures:	
Books	$ 5,000.00
Fundraiser] Online Resources	2,000.00
Book Fair Payments/Products	10,000.00
Conference and Workshops	500.00
Student Incentives/Rewards	2,000.00
Library Supplies	2,000.00
Online Resources	250.00
Tech/STEAM	2,000.00
Furniture/Shelves	7,000.00
Total budgeted expenditures	$ 30,750.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 260.08

Signature of Teacher/Sponsor _____

Signature of Principal Tyler Martin

Date 5-2-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name Sixth Grade Student Activity **Account #** 975

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$	9,435.72
Sources of revenue:		
DONATIONS		100.00
COMMISSIONS		500.00
MERCHANDISE/FOOD SALES		2,500.00
SPRING PICTURES		2,000.00
DUES AND FEES		1,000.00
SPIRIT DAYS		500.00
Total resources	$	16,035.72

USES OF FUNDS:

Budgeted expenditures:		
CLASSROOM SUPPLIES	$	500.00
STUDENT OF THE MONTH		1,000.00
TESTING SUPPLIES		200.00
DONATIONS		1,000.00
PLAYGROUND EQUIPMENT		1,000.00
GENERAL OFFICE SUPPLIES		500.00
STUDENT INCENTIVES		300.00
FURNITURE		200.00
REPAIRS/MAINTENANCE		200.00
NURSE'S CLOSET SUPPLIES		200.00
TEACHER DEVELOPMENT		500.00
FUNDRAISER EXPENSES		1,500.00
STUDENT MATERIALS/SUPPLIES		500.00
DUES AND FEES		1,000.00
Total budgeted expenditures	$	8,600.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 7,435.72

Signature of Teacher/Sponsor Shawn Brow

Signature of Principal Matt Robert

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name PE **Account #** 976

Fiscal Year 2022-2023

RESOURCES:

Beginning cash balance	$ 826.98
Sources of revenue:	
MDSE/FOOD SALES	5,000.00
DONATIONS	100.00
COMMISSIONS	1,000.00
DUES AND FEES	1,000.00
Total resources	$ 7,926.98

USES OF FUNDS:

Budgeted expenditures:	
MDSE/FOOD EXPENSES	$ 1,000.00
CLASSROOM EQUIPMENT AND SUPPLIES	2,500.00
REWARDS/INCENTIVES	200.00
DUES AND FEES	1,000.00
Total budgeted expenditures	$ 4,700.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 3,226.98

Signature of Teacher/Sponsor - Jill Davis

Signature of Principal Mell Roberts

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name STUCO **Account #** 977

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 8,266.88
Sources of revenue:	
FOOD AND MDSE SALES	5,000.00
DONATIONS	100.00
SPIRIT DAYS, TICKET SALES, EVENTS	2,500.00
DUES AND FEES	1,000.00
Total resources	$ 16,866.88

USES OF FUNDS:

Budgeted expenditures:	
FUNDRAISER EXPENSES	$ 2,000.00
COMMUNITY SERVICE-TEACHER FOOD/GIFTS INCLUDED	1,000.00
RED RIBBON WEEK/KINDNESS DAYS/THEMED DAYS	500.00
STUDENT REWARDS AND INCENTIVES	500.00
END OF YEAR PARTY SUPPLIES/RENTALS	2,000.00
DONATIONS	500.00
DUES AND FEES	1,000.00
SUPPLIES FOR MEETINGS AND ACTIVITIES	500.00
Total budgeted expenditures	$ 8,000.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 8,866.88

Signature of Teacher/Sponsor Maddridge

Signature of Principal Matt Robert

Date 4/26/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name YEARBOOK **Account #** 978

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 16,263.73
Sources of revenue:	
YEARBOOK SALES	4,000.00
DONATIONS	100.00
MDSE/FOOD SALES	100.00
DUES AND FEES	1,000.00
Total resources	$ 21,463.73

USES OF FUNDS:

Budgeted expenditures:	
YEARBOOK PAYMENT	$ 2,500.00
CLASSROOM SUPPLIES	100.00
MDSE/FOOD EXPENSES	200.00
INCENTIVES/REWARDS	100.00
CAMERAS AND EQUIPMENT FOR CLASSROOM	500.00
COMMUNITY SERVICE	500.00
DUES AND FEES	1,000.00
Total budgeted expenditures	$ 4,900.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 16,563.73

Signature of Teacher/Sponsor Gina Adams

Signature of Principal Matt Roberts

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name FOOD FOR TEACHER APPRECIATION **Account #** 980

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 98.48
Sources of revenue:	
YEARLY DEPOSIT FOR FOOD ALLOTMENT	1,000.00
DONATIONS	100.00
Total resources	$ 1,198.48

USES OF FUNDS:

Budgeted expenditures:	
FOOD FOR TEACHERS	$ 900.00
PAPER GOODS FOR TEACHERS	100.00
Total budgeted expenditures	$ 1,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 198.48

Signature of Teacher/Sponsor Shin Bm

Signature of Principal Mall Roberts

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name SCIENCE **Account #** 982

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 2,911.01
Sources of revenue:	
MERCHANDISE/FOOD SALES	2,000.00
DONATIONS	100.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total resources	$ 7,011.01

USES OF FUNDS:

Budgeted expenditures:	
MDSE/FOOD/CANDY EXPENSES	$ 1,500.00
LEARNING SUPPLIES FOR CLASSROOM	500.00
STUDENT AWARDS AND INCENTIVES	100.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total budgeted expenditures	$ 4,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,911.01

Signature of Teacher/Sponsor Bridget Holmes

Signature of Principal Matt Roberts

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name ART **Account #** 983

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 812.29
Sources of revenue:	
MERCHANDISE/FOOD SALES	2,000.00
DONATIONS	100.00
DUES AND FEES	7,000.00
Total resources	$ 9,912.29

USES OF FUNDS:

Budgeted expenditures:	
MDSE/FOOD/CANDY EXPENSES	$ 1,000.00
LEARNING SUPPLIES FOR CLASSROOM	7,000.00
STUDENT INCENTIVES/REWARDS	100.00
DUES AND FEES	1,000.00
Total budgeted expenditures	$ 9,100.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 812.29

Signature of Teacher/Sponsor Patty Hale

Signature of Principal Matt Roberts

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name TEACHER WELFARE **Account #** 984

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 2,656.63
Sources of revenue:	
COMMISSIONS	1,000.00
DONATIONS	100.00
DUES AND FEES	250.00
Total resources	$ 4,006.63

USES OF FUNDS:

Budgeted expenditures:	
COMMUNITY SERVICE	$ 100.00
TEACHER RECOGNITION FOOD/SUPPLIES	500.00
DONATIONS	100.00
TEACHER LOUNGE SUPPLIES	100.00
DUES AND FEES	250.00
Total budgeted expenditures	$ 1,050.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,956.63

Signature of Teacher/Sponsor Shari Brose

Signature of Principal Matt Roberts

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name MATH **Account #** 986

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 126.69
Sources of revenue:	
MERCHANDISE/FOOD SALES	500.00
DONATIONS	100.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total resources	$ 2,726.69

USES OF FUNDS:

Budgeted expenditures:	
MDSE/FOOD/CANDY EXPENSES	$ 200.00
LEARNING SUPPLIES/FOOD FOR INSTRUCTION	200.00
INCENTIVES AND REWARDS	200.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total budgeted expenditures	$ 2,600.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 126.69

Signature of Teacher/Sponsor Christy Wendt

Signature of Principal Matt Roberts

Date 4-18-23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name GEOGRAPHY **Account #** 988

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 2,928.04
Sources of revenue:	
DONATIONS	100.00
MDSE/FOOD SALES	500.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total resources	$ 5,528.04

USES OF FUNDS:

Budgeted expenditures:	
LEARNING SUPPLIES/FOOD FOR INSTRUCTION	$ 500.00
MDSE/FOOD EXPENSES	700.00
STUDENT INCENTIVES/REWARDS	100.00
DUES AND FEES	1,000.00
FIELD TRIP EXPENSES	1,000.00
Total budgeted expenditures	$ 3,300.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 2,228.04

Signature of Teacher/Sponsor

Signature of Principal Matt Roberts

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name MEDIA CENTER **Account #** 989

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 14,547.50
Sources of revenue:	
DONATIONS	100.00
BOOK FAIRS REVENUES	7,000.00
DUES AND FEES	1,000.00
FOOD/MDSE SALES	500.00
LOST BOOK FEES	200.00
Total resources	$ 23,347.50

USES OF FUNDS:

Budgeted expenditures:	
FUNDRAISER EXPENSES	$ 5,500.00
BOOKS/EBOOKS	1,500.00
CLASSROOM/LIBRARY SUPPLIES	3,000.00
STUDENT INCENTIVES/REWARDS	800.00
WEB/ONLINE SUBSCRIPTIONS	400.00
GUEST SPEAKER/AUTHOR VISIT	750.00
DUES AND FEES	1,000.00
MDSE AND FOOD EXPENSES	250.00
Total budgeted expenditures	$ 13,200.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 10,147.50

Signature of Teacher/Sponsor Angela Grule

Signature of Principal Matt Robert

Date 4/26/2023

ACTIVITY FUND ACCOUNT BUDGET

School Name Stone Canyon Elementary **Site #** 145

Account Name Teacher/Staff Appreciation **Account #** 990

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	
Sources of revenue:	
District allotment	1,000.00
Donations	
Total resources	$ 1,000.00

USES OF FUNDS:

Budgeted expenditures:	
Food and paper goods for serving food	1,000.00
Total budgeted expenditures	$ 1,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ -

Signature of Teacher/Sponsor _____

Signature of Principal _____

Date 4.21.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Sixth Grade Center **Site #** 515

Account Name ESC **Account #** 993

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 1,572.00
Sources of revenue:	
DONATIONS	100.00
FIELD TRIP ADMISSIONS/FEES	500.00
MDSE/FOOD/CANDY SALES	1,500.00
DUES AND FEES	500.00
Total resources	$ 4,172.00

USES OF FUNDS:

Budgeted expenditures:	
LEARNING SUPPLIES/FOOD FOR INSTRUCTION	$ 500.00
FIELD TRIP ADMISSIONS/FEES	500.00
MDSE/FOOD/CANDY SALES	1,000.00
STUDENT INCENTIVES/REWARDS	100.00
DUES AND FEES	500.00
Total budgeted expenditures	$ 2,600.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 1,572.00

Signature of Teacher/Sponsor Sheri Brown

Signature of Principal Matt Robert

Date 4/19/23

ACTIVITY FUND ACCOUNT BUDGET

School Name Stone Canyon **Site #** 145

Account Name Activity **Account #** 994

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	
Sources of revenue:	
Donations	37,000.00
Grade level field trips	6,000.00
Food/merchandise, commisons, spirit events	5,000.00
Picture commission	3,000.00
Yearbook sales	2,000.00
Pepsi commison	400.00
Total resources	$ 53,400.00

USES OF FUNDS:

Budgeted expenditures:	
Instructional supplies	15,000.00
Playground equipment	12,000.00
Student field trips	6,000.00
Profesional Development	5,500.00
Fundraiser expenses	4,000.00
Rewards & Incentives for students	3,000.00
Furniture for classrooms	2,000.00
Donations	2,000.00
Office Supplies	1,000.00
Repairs and maintenance	1,000.00
Printing and binding	500.00
Red Ribbon Week	500.00
Dues, fees & memberships	500.00
Total budgeted expenditures	$ 53,000.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 400.00

Signature of Teacher/Sponsor _____

Signature of Principal _____

Date 4.26.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Stone Canyon Elementary **Site #** 145

Account Name Teacher Welfare **Account #** 995

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	
Sources of revenue:	
Staff donations	1,800.00
Donations	1,000.00
Vending commissions	500.00
Total resources	$ 3,300.00

USES OF FUNDS:

Budgeted expenditures:	
Donations	1,100.00
Food	$ 700.00
Staff appreciation/celebrations	600.00
Lounge supplies	500.00
Total budgeted expenditures	$ 2,900.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 400.00

Signature of Teacher/Sponsor _____

Signature of Principal Ceren Hudson

Date 4.21.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Stone Canyon **Site #** 145

Account Name Library **Account #** 997

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 11,000.00
Sources of revenue:	
Food and merchandise sales	55,000.00
Ram Book Club Donations	4,000.00
lost/damaged books	500.00
field trip fees	1,500.00
Total resources	$ 72,000.00

USES OF FUNDS:

Budgeted expenditures:	
supplies	$ 2,000.00
fundraiser invoices	40,000.00
field trips	4,000.00
author visit	2,500.00
student rewards/incentives	500.00
book fair expenses	300.00
food/paper products	500.00
skelving	3,500.00
books, ebooks,audiobooks	11,000.00
Total budgeted expenditures	$ 64,300.00

RESOURCES OVER (UNDER) USES (cannot be less than zero) $ 7,700.00

Signature of Teacher/Sponsor Laura J. Bayless Harris Laura J. Bayless Harris

Signature of Principal

Date 4.26.23

ACTIVITY FUND ACCOUNT BUDGET

School Name Owasso Public Schools **Site #** 050

Account Name Chromebook Ins/Accessories **Account #** 998

Fiscal Year 2023-2024

RESOURCES:

Beginning cash balance	$ 60,000.00
Sources of revenue:	
Chromebook Insurance Fees	50,000.00
Reimbursements for loss/damage	2,000.00
Total resources	$ 112,000.00

USES OF FUNDS:

Budgeted expenditures:	
Purchase of equipment/supplies	$ 100,000.00
Refunds	500.00
Total budgeted expenditures	$ 100,500.00
RESOURCES OVER (UNDER) USES (cannot be less than zero)	$ 11,500.00

Signature of Teacher/Sponsor Russell Thornton

Signature of Principal _____

Date 4-13-23

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Band Patrons Club

Organization's address: P.O. Box 604
Owasso, OK. 74055

Organization's federal ID#: 73-1311899

Organization's representative
From whom additional
Information can be obtained: Jennifer Williams

Applicant's phone# & e-mail: 918-855-1433/owbandpatrons@gmail.com

Statement of purpose and goals:

Our purpose and goals are to encourage and maintain an enthusiastic interest in the various programs of the Owasso Bands. We cooperate and are supportive of the directors of the Owasso Bands in promoting the general activities. We are to support the financial needs as determined by the directors.

Describe your organizational structure and membership requirements:

Our organization has an executive board, to which the officers are elected by the members of the Owasso Band Patrons. Membership in the Owasso Band Patrons is open to any adult with a family member in the band program or has an affiliation with Owasso bands (details in by-laws).

Describe how the District and its students will benefit if the organization is sanctioned:

The Owasso Band Patrons Club, through its fundraising and volunteer opportunities help offset the costs of trips. This helps keep the funds provided through the District to be maintained at an acceptable level and be allocated appropriately. It also helps by providing support to assure safety & efficiency on trips which the band performs.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Band Patrons

Name of Applicant (Organization)

4/11/2022

Date

Signature of Applicant representative

Approval (Board of Education)

Date

Owasso Band Patrons Club - Treasurer's Report

	March 2023	YTD (Jun-Mar)
Cash Balance: Op Account	99,444.01	
Scrip Acct	417.14	
O/S pymts		
	99,861.15	
Income:		
Major Fundraising		
Concessions Income	-	148,272.46
Merchandise Income	829.00	40,924.88
Run to the Beat 5K Income	-	-
OIMC Marching Contest Income	-	89,742.60
Golf Tournament Income	-	8,531.67
Band Banquet Income	-	-
	$ 829.00	$ 287,471.61
Other Fundraising		
Poinsettias Income	-	7,552.00
Fall Flowers Income	-	21,147.00
Restaurant Fundraiser Income	-	2,945.90
Scrip Income	283.15	6,516.35
Amazon Smile	-	264.37
Other Fundraising	-	99,127.04
	$ 283.15	$ 137,552.66
Other Income		
Membership Dues	-	2,645.00
Donations	500.00	8,013.39
	500.00	10,658.39
Total Income	$ 1,612.15	$ 435,682.66
Expenses:		
Fundraising Major		
Concession Expense	96.84	74,565.76
Merchandise Expense	5,573.00	27,796.39
Contest Expense	-	28,868.19
Golf Tournament Expense	-	3,357.84
Band Banquet Expense	-	557.72
	$ 5,669.84	$ 135,145.90
Poinsettias Expense	-	3,815.90
Fall Flowers Expense	-	8,088.75
Scrip Expense	-	281.80
Spring Flowers Expense	-	-
Other Fundraising Expense	-	12,996.45
	-	$ 25,182.90
Student Expense	-	7,134.01
Travel Disbursement	2,569.59	141,516.13
Trip Expense	6,183.85	31,630.24
Prop Expense	-	6,609.33
Colorguard Expense	-	5,359.94
Winterguard	86.98	1,782.92
Uniform Expense	-	300.66
Truck Expense	27.92	11,643.63
Smiley Expense	49.79	1,634.79
Scholarships	-	2,220.00
Senior "O" Expense	-	62.10
Program Expense - Other	64.88	2,166.53
	$ 8,983.01	$ 212,060.28
Legal & Accounting		4,116.60
Office Expense	454.45	14,696.61
General Administration		2,360.05
Credit Card/Online Processing Fees	47.70	3,140.50
	502.15	24,313.76
Total Expense	$ 15,155.00	$ 396,702.84
Net Income	$ (13,542.85)	**$ 38,979.82**
Cash Balance: Op Account	86,163.61	
Scrip Acct	119.20	
O/S pymts		
	$ 86,282.81	

Questions? - Contact Wendy Helm 918-928-7434 or
Stephanie Jennings 918-510-8852 or obptreasurer2014@gmail.com

Bylaws of Owasso Band Patrons

Revised April 2023

(Effective as of May 8, 2023)

Article I
Name – Principal Office

Section 1.1. The name of this Organization is the Owasso Band Patrons Club ("Owasso Band Patrons").

Section 1.2. Its mailing address is Owasso Band Patrons, PO Box 604, Owasso, OK 74055.

Article II
Objectives

Section 2.1. To encourage and maintain an enthusiastic interest in the various programs of the Owasso Bands. The term Owasso Bands, as used herein, shall include all instrumentalists, and the Color/ Winter Guard, grades seven (7) through twelve (12).

Section 2.2. To cooperate with and be supportive of the directors of the Owasso Bands in promoting the general activities of the Owasso Bands.

Section 2.3. To help support the financial needs of the Owasso Bands as determined by the directors of the Owasso Bands.

Section 2.4. The organization is organized exclusively for the charitable and/ or educational purposes within the meaning of section 501[c][3] of the Internal Revenue Code or corresponding section of any future federal tax code (hereinafter referred to as "Internal Revenue Code").

Article III
Membership

Section 3.1. Membership in Owasso Band Patrons shall be open for enrollment for the upcoming school year beginning June 1st of each year and is available to any parent or legal guardian of a student participant in the Owasso Bands. All members of the Owasso Band Patrons, in good standing, shall be entitled to vote at any regular or special meeting.

Section 3.2. A "Member" in good standing shall be defined as any parent or legal guardian of a student participant of Owasso Bands who is interested in the progress and development of the Owasso Band, having paid dues for the current fiscal year.

Section 3.3. Membership in Owasso Band Patrons is required for participation in all Owasso Band Patrons fundraising activities. Full membership privileges will be granted when membership application guidelines have been met.

Section 3.4. Associate membership in the Owasso Band Patrons shall be open to any person who is interested in the progress and development of the Owasso Band Patrons and Owasso Bands. "Associate

Members" of the Owasso Band Patrons may not be elected to the Executive Board, nor are they entitled to vote in any regular or special meeting. They are accorded all other privileges of membership, including standing for appointment to the committees of the Owasso Band Patrons and standing for appointment as Parliamentarian.

Section 3.5. Household Plus Membership in the Owasso Band Patrons shall be open to any Household (see 3.6) wishing to include Extended Family Members outside of the Household (Ex: grandparents, aunts, uncles, etc.) to their membership. This membership includes Household and Extended Family Members. Extended Family Members outside of the definition of a Member may not be elected to the Executive Board, nor are they entitled to vote in any regular or special meeting. They are accorded all other privileges of membership, including standing for appointment to the committees of the Owasso Band Patrons, but excluding appointment as Parliamentarian.

Section 3.**6**. The annual dues for Members shall be paid per Household. A Household is defined as a parent or guardian living with an Owasso Band student. Household Membership, Associate Membership and Household Plus Memberships shall be paid per year, with 75%of the monies collected going into the Scholarship Fund and the remaining monies being applied to the general operating cost of the Owasso Band Patrons. The Executive Board can raise the membership dues amounts when it is in the best interest of the Owasso Band Patrons. The current dues amount shall be reflected in the Standing Rules.

Article IV

Meetings

Section 4.1. The regular meetings of Owasso Band Patrons shall be held, the second Monday night of each calendar month during the school year in so much as it does not conflict with holidays or other Owasso Bands activities. There shall be no fewer than six (6) regularly scheduled general Member meetings each school year.

Section 4.2. Special meetings may be called by the President or 1st Vice President, acting as President.

Section 4.3. The President or, in his/ her absence, the 1st Vice President, shall preside at all meetings.

Section 4.4. At every such general Member meeting, each Member of Owasso Band Patrons in good standing, shall be entitled to cast one vote. Associate Members will have no vote. (Article III, Section 3.3).

Section 4.5. Actions and elections performed by the general Members shall be by a simple majority of those members present at a general Member meeting. Voting by proxy will not be permitted.

Section 4.6. The Members in good standing of the Owasso Band Patrons shall have the power by a majority vote at any such meeting to remove any officer from the Executive Board.

Article V

Executive Board

Section 5.1. The business and property of Owasso Band Patrons shall be managed by an Executive Board, to which officers shall be elected by the Members of the Owasso Band Patrons in good standing at the April general Member meeting.

a. Each Executive Board Officer shall be a Member of Owasso Band Patrons in good standing.

b. Persons standing for election to the Executive Board must have been Members in good standing for at least the past three (3) months.

Section 5.2. The Executive Board shall be composed of the elected officers of the Owasso Band Patrons.

Section 5.3. Ex-officio Members of the Executive Board may include the Parliamentarian, Band Directors of the Owasso Bands, the Fine Arts Director, the Superintendent of Owasso Public Schools, the Chief Financial Officer of Owasso Public Schools, the Principal of Owasso High School, the officers-elect, the immediate Past President, and the immediate Past Treasurer.

Section 5.4. Meetings of the Executive Board shall be scheduled by the President or, in his/her absence, by the 1st Vice President. A minimum of eight (8) Executive Board meetings shall be held every school year.

a. Any officer of the Executive Board may request that the President schedule a special meeting of the Executive Board. If the President refuses or fails to schedule a meeting within ten (10) days of the
request, a minimum of three officers of the Executive Board may jointly issue a notice of special meeting by providing a minimum of three (3) days' notice of such meeting to the Executive Board Officers.

b. If any officer desires to have an item for discussion placed upon the agenda, such officer shall submit a written request to the President, which must be received by the President prior to the dissemination of the meeting notice. The President and/or the 1st Vice President, acting as President, has the responsibility and discretion to determine what items shall appear on the agenda for any Executive Board meeting.

c. The agenda for each regular meeting of the Executive Board shall allow for the opportunity for Members to address the Executive Board on any issue related to the governance and/or operation of the Owasso Band Patrons. Each person seeking to address the Executive Board should be allowed up to five (5) minutes to make a statement; however, the President has the discretion to limit the total time devoted to this agenda item at any particular meeting.

d. If a majority of the Executive Board Officers present so determine, the Executive Board may adjourn to executive session to discuss matters of a legal or sensitive nature.

Section 5.5. Each office represented on the Executive Board, whether held by one person or more, shall be entitled to one vote in all meetings of the Executive Board. Ex-officio members will have no vote. (See above Section 5.3)

Section 5.6. When it is necessary for the Executive Board to vote between scheduled Executive Meetings, such vote may be taken by text, email, or similar electronic means available to all officers ("Electronic Vote"). Actions by Electronic Vote shall be decided by a simple majority of all Executive Board Officers.

Section 5.7. A quorum of no less than five Executive Board Officers shall be present for the Executive Board to conduct business. Actions by the Executive Board shall be determined by a simple majority of those Officers present. Voting by proxy will not be permitted.

Section 5.8. Vacancies on the Executive Board may be filled on an interim basis by appointment by a vote of the Executive Board to serve until the next regularly scheduled Member meeting, at which time an election will be held to fill the vacancy.

Section 5.9. Additions of Executive Board Officers to fill new offices shall be approved by a vote of the Members

a. A position description and rationale for the addition of a new Executive Board Officer shall be presented to the Members for a simple majority approval.
b. The election of a Member to a new officer position of the Executive Board shall follow the same procedures as described in Article VII – Elections – of these bylaws.

Article VI

Elected Officers

Section 6.1. The officers of Owasso Band Patrons that constitute the Executive Board shall be President, 1st Vice President (Fundraising Coordinator – Owasso Band Patrons), 2nd Vice President (Fundraising Coordinator- Owasso Bands), 3rd Vice President (Concessions Coordinator), Senior Activities Coordinator, Merchandise Coordinator, Publicity and Corporate Relations Coordinator, Color Guard/Winter Guard Representative, Secretary, and Treasurer. Any office may be shared by more than one person, subject to voting restrictions listed in Article V, Section 5.5.

Section 6.2. The responsibilities of the office of President shall be, but not limited to, the following:

a. To preside at all meetings of the Executive Board and of the general Membership.
b. To appoint all committee chairs and be an ex-officio Member of all committees.
c. To sign all written contracts on behalf of the Owasso Band Patrons, after the approval of the Executive Board.
d. To work with the Treasurer and Director of the Owasso Bands on all aspects of the budget process.
e. To oversee all mass-mailings for the organization.
f. To invite standing committee chairpersons to addressor update the Executive Board as needed.
g. To act as liaison for all Standing Committee Chairpersons.
h. To appoint the Parliamentarian, with the approval of the Executive Board. The Parliamentarian shall be either an Owasso Band Patrons Member or Owasso Band Patrons Associate Member.
i. To perform all other duties as are indicative of the office.

Section 6.3. The responsibilities of the 1st Vice President (Fundraising Coordinator – Owasso Band Patrons) shall be, but not limited to, the following:

a. To assume all duties of the President in his or her absence.
b. To oversee and act as the Executive Board contact for fundraising programs that benefit the Owasso Band Patrons, and which are not a Standing Committee as reflected in the Standing Rules. Such fundraisers for the Owasso Band Patrons include, but are not limited to, Restaurant Fundraisers, Special Events, and Silent Auction.
c. To appoint committee chairs to manage each General Funds Fundraiser.
d. To seek out and present all fundraising ideas to the Executive Board.

e. To perform all other duties indicative of the office.

Section 6.4. The responsibilities of the 2nd Vice President (Fundraising Coordinator – Owasso Bands) shall be, but not limited to, the following:

a. To oversee and act as the Executive Board point of contact for all fundraising programs that benefit the Owasso Band and which are not a Standing Committee as reflected in the Standing Rules. Such fundraisers for the Owasso Bands include, but are not limited to, donuts, fall flowers, poinsettias, and spring flowers.
b. To appoint committee chairs to manage each Owasso Bands Fundraiser.
c. To seek out and present all fundraising ideas to the Executive Board.
d. To perform all other duties indicative of the office.

Section 6.5. The responsibilities of the 3rd Vice President (Concessions Coordinator) shall be, but not limited the following:

a.. To act as the purchasing agent for all concession stand supplies.
b. To appoint, if needed and with the approval of the Executive Board, a representative charged with the responsibility of coordinating concession stand workers.
c. To perform all other duties indicative of the office.

Section 6.6. The responsibilities of the Senior Activities Coordinator shall be, but not limited to, the following:

a. To oversee and manage all Senior Activities including, but not limited to, Senior O's, Band Banquet, and Senior Autograph Sheets.
b. To appoint committee chairs to oversee and manage Senior O's, Band Banquet and Senior Autograph Sheets.
c. To coordinate with the Smileys Standing Committee, as needed, for Smileys to be presented at the Band Banquet.
d. To perform all other duties indicative of the office.

Section 6.7. The responsibilities of Merchandise Coordinator shall be, but not limited to, the following:

a. To oversee Administration Day that occurs in the summer.
b. To act as the purchasing agent for all merchandise and maintain stock.
c. To promote the sale of merchandise through merchandise sales during band concerts, administration day, and the annual open house.
d. To continually seek out and present all merchandise ideas to the Executive Board.
e. To perform all other duties indicative of the office.

Section 6.8. The responsibilities of the Color Guard/Winter Guard Representative shall be, but not limited to, the following:

a. To assist the guard director in all areas of logistics for the fall and winter guard.
b. To serve as a liaison to the board, ensuring the needs of the guard are considered in planning.
c. To encourage parent participation in Owasso Band Patrons activities.
d. To perform all other duties as are indicative of the office.

Section 6.9. The responsibilities of the Secretary shall be, but not limited to, the following:

a. To attend and keep minutes at all Executive Board and general Members meetings. The Secretary shall submit to the Executive Board a copy of the previous meetings minutes at least 10 days prior to the next meeting.

b. To have custodial responsibility for an inventory of all Owasso Band Patrons club property, including, but not limited to, concession stand equipment and other operating assets and their warranties.

c. To have custodial responsibility for the Owasso Band Patrons Club Bylaws and Standing Rules.

d. To attend to all correspondence (committee minutes, electronic votes, etc.) of the Owasso Band Patrons.

e. To make approved corrections to any minutes.

f. To perform all duties as are indicative of the office.

Section 6.10. The responsibilities of the Publicity and Corporate Relations Coordinator shall be, but not limited to, the following:

a. To attend to advertising for all activities sponsored or approved by the Executive Board.

b. To manage and maintain the building of relationships with corporate donors and alumni.

c. To perform all other duties indicative of the office.

Section 6.11. The responsibilities of the Treasurer shall be, but not limited to, the following:

a. To keep accurate records, of all receipts and disbursement, showing each activity separately as well as a complete record of all funds.

b. To deposit all funds in the name of Owasso Band Patrons in a bank approved by the Owasso Band Patrons Executive Board.

c. To reconcile the bank statements monthly.

d. To account for all receipt and expenditures.

e. The checks for disbursement shall be the signature of either the Treasurer or the President.

f. To give a monthly oral report on beginning and ending balances of the Owasso Band Patrons accounts and provide a written report to those in attendance at the monthly meeting.

g. To file 990 Form, both State and Federal, annually by October 15, or by April 15 of the following year if extended.

h. To issue and file 1099s annually by January 31st.

i. To submit financial records to the incoming Treasurer no later than 30 days following the end of the fiscal year.

j. To appoint committee members to assist with providing cash and receiving cash for those positions handling cash, including, but not limited to, concessions, fundraising, and merchandise.

k. To appoint other committee members as needed.

l. To send out to cash donors a written acknowledgement of receipt of donation to comply with Internal Revenue Code guidelines for cash donations to a 501(c)(3) charitable organization.

m. To perform all other duties indicative of the office.

Article VII

Elections

Section 7.1. A nominating committee of at least three (3) Owasso Band Patrons Members shall be appointed by the President at the regular meeting in January of each year. This committee shall report a list of candidates for all positions at the February meeting. Nominations may be made after the report of the nominating committee through March. Nominations will cease at the adjournment of the March meeting. Elections will be held at the April meeting.

Section 7.2. All nominees must have been a Member of the Owasso Band Patrons for at least the past three (3) months and dues paid. Nominees should also be contacted to be sure they are willing to perform the duties they are being nominated for.

Section 7.3. Officers shall be elected by majority vote of the Owasso Band Patrons Members present at the April meeting. Newly elected officers assume duties on June 1st.

Article VIII

Term of Office

Section 8.1. Officers elected at the annual meeting will assume their positions on June 1 of each year. Newly elected officers will serve as ex-officio members of the Executive Board, working with the current officers to learn the responsibilities of their positions from date of election to June 1. Refer to Article V, Section 5.3.

Section 8.2. The term of office is for two years or until a successor is elected and takes office.

Section 8.3. No officer shall serve more than one term in the same office, unless no successor is elected, and the current officer agrees to serve an additional term.

Section 8.4. Any officer or independent contractor of the Owasso Band Patrons may be removed or terminated by a majority vote of the Executive Board whenever, in the judgment of the Executive Board, the best interests of the Owasso Band Patrons will be served thereby.

Article IX

Club Expenses

Section 9.1. Any expense in excess of $250.00, other than normal, budgeted operating expense from an ongoing Owasso Band Patron activity, must be approved by the Executive Board.

Section 9.2. Any unbudgeted expense or obligation in excess of the current Owasso Band Patron net worth must be approved by a majority vote in a General Membership meeting.

Section 9.3. Prior to the September General Meeting, the Executive Board shall meet and write a budget. The Executive Board shall consider the previous year's financial reports and projected income for the coming year when writing the budget. The budget shall include the previous year's expenses, income, and projected income. Input should be solicited from the Band Directors for their needs in the coming year.

Section 9.4. The proposed budget shall be submitted to the general Members at the September meeting for discussion, modification, rejection, or approval. The budget may be approved the month in which it was submitted. Modifications to the budget may be submitted for approval in subsequent General Meetings as conditions may require.

Section 9.5. Financial categories shall include but not be limited to the following area:

a. Income and Expenses (Fundraising)
b. Operating Account Balance (Starting & Ending)
c. Scrip Account
d. Concessions
e. Merchandise
f. Marching Contest – (estimated transfer and current balance) to be used at the Band Director's discretion to cover bands clinicians, travel and other related expense for continuing education and staff development.
d. Color guard/ Prop
e. Scholarships
f. Travel Disbursement
g. Truck Expense
h. Student Expenses
i. Band Banquet
j. Administration Expenses
k. Startup Funds. (Adequate funds for next year's startup)

Article X
The Financial Report

Section 10.1. A comprehensive written financial report will be submitted by the Treasurer at the regular monthly club meetings.

Section 10.2. An internal review of the Owasso Band Patrons' Financial Statement shall be completed on an annual basis within 45 days of each fiscal year end by a Financial Review Committee appointed by the Executive Board. The internal review is focused on determining the validity of the Financial Statement and should include, but not necessarily be limited to, the following areas:

a. Internal Controls
b. Record Keeping
c. Cash
d. Cash Payment and Expenses
e Balance Sheet
f. Minutes
g. Outside Reporting (990 Annual Information Return and 1099 Miscellaneous Reports)

Section 10.3. The fiscal year shall be defined from June 1 to May 31.

Section 10.4. For financial review purposes, the fiscal year shall be determined by the numerical year of the spring semester.

Section 10.5. The books shall be made available to any member of the organization upon written request.

Section 10.6. The Financial Review Committee shall not include the current or immediate past Treasurer(s) or President.

Article XI

Amendments

Section 11.1. These bylaws may be amended by a two-thirds (2/3) majority vote of the Members in good standing present at any regular meeting.

Section 11.2. The amendments must have been presented in writing at the preceding regular Members meeting of the Owasso Band Patrons before the amendment change shall be voted upon.

Section 11.3. The President shall appoint a committee to review and update the Bylaws every fourth year.

Article XII

Authority

The rules contained in Robert's Rules of Order, Revised, shall govern the Owasso Band Patrons in all cases in which they do not conflict with the rules of the Owasso Band Patrons.

Standing Rules

1. These standing rules can be amended by a vote of a majority of Owasso Band Patrons Members present at a General Members Meeting. No prior notice is necessary to amend these standing rules.
2. If a standing rule ever conflicts with a bylaw, then the bylaw shall supersede the standing rule.
3. The standing committees of the Owasso Band Patrons are:
   a. Hospitality
   b. Chaperones
   c. Owasso Invitational Marching Contest (OIMC)
   d. Pit Crew
   e. Props
   f. Uniform
   g. Run to the Beat
   h. Golf Tournament
   i. Scrip Committee
   j. Senior Smileys
4. Any Owasso Band Patrons Member serving as a chaperone on any band or color guard trip (local or otherwise), must meet the chaperone requirements of the Owasso Public Schools and the Owasso Bands.
5. The Owasso Band Patrons shall be bonded by a qualified bonding company to protect against financial irregularities. The cost of the bond shall be incurred by the Owasso Band Patrons.
6. Membership Dues for the 2023-2024 school year shall be as follows (choose one):
   - $20 per Household Membership
   - $30 per Household Plus Membership
   - $15 per Associate Membership

   This amount will remain the same for each consecutive year until this Standing Rule is amended.
7. The responsibilities of the Parliamentarian shall be, but not limited to, the following:
   a. Acting as the custodian and official interpreter of the Bylaws and Standing Rules of the Owasso Band Patrons and assures that revisions are made in accordance with parliamentary procedures.
   b. To attend all meetings and give necessary advice in parliamentary procedures when requested.
   c. To chair and call meetings of the nominating committee and gives instructions regarding procedures.
   d. To chair Bylaws committee and review Bylaws and Standing Rules annually.
8. A minimum of $30,000 from the Owasso Invitational Marching Contest (OIMC) is set aside for the Directors Fund. This money is disbursed to Owasso Band in March of the same fiscal year and used for expenses related to the next fiscal year marching band season.
9. Concessions coordinator and Red Shirts (concession stand leadership) will be paid $8/hour into designated student accounts and all others will be paid $7/hour into designated student accounts.

Jennifer Williams

Jennifer Williams
President
Owasso Band Patrons

05/08/2023

Date

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Baseball Booster Club Inc

Organization's address: PO Box 1011
Owasso, OK 74055

Organization's federal ID#: 73-1536560

Organization's representative From whom additional Information can be obtained: Ashley Smith

Applicant's phone# & e-mail: 918.857.5995 owassobaseballboosterclub@gmail.com

Statement of purpose and goals:

OBBC exists for the purpose of supporting the Owasso baseball program and its coaching staff. We help maintain and improve the baseball program and facilities.

Describe your organizational structure and membership requirements:

Membership is open to any persons who wish to support the Owasso baseball program upon payment of dues as set by the OBBC board of directors.

Describe how the District and its students will benefit if the organization is sanctioned:

Our organization wishes to fundraise and support our program, players and coaches for the betterment of the individuals involved now and in the future.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Baseball Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4/10/2023

Date

Date

Signature of Applicant representative

Treasurer

Owasso Baseball Booster Club Inc.
Profit & Loss
July 2021 through June 2022

		Jul '21 - Jun 22
Ordinary Income/Expense		
Income		
Contributions Gifts Grants		
Membership Dues	4,210.00	
Donations - Individ & Business	3,880.98	
Total Contributions Gifts Grants		8,090.98
Program Service Revenue		
State Ring Payments	100.00	
100 Inning Income	37,405.00	
Spring Break Trip Player Fee	4,114.00	
Banquet Ticket Sales		
Banquet Pictures	481.00	
Banquet Ticket Sales - Other	2,110.00	
Total Banquet Ticket Sales	2,591.00	
Diamond League Player Fee	14,239.00	
Total Program Service Revenue		58,449.00
Gross Income Fundraising Events		
Miscellaneous Income	500.00	
Ram Discount Card Sales	24,336.13	
Golf Tournament	24,745.00	
Spaghetti Dinner		
Spaghetti Dinner-Silent Dessert	1,645.00	
Spaghetti Dinner-Live Dessert	4,028.00	
Spaghetti Dinner-Silent Auction	2,480.00	
Spaghetti Dinner Raffle Tickets	1,284.00	
50/50 Ticket Sales	988.00	
Spaghetti Dinner - Other	4,755.00	
Total Spaghetti Dinner	15,180.00	
Merchandise Sales	9,331.00	
Total Gross Income Fundraising Eve...		74,092.13
Gross Sales of Inventory		
Concession Sales	16,987.41	
Total Gross Sales of Inventory	16,987.41	
Total Income		157,619.52
Expense		
Direct Expense FundraisingEvent		
Miscellaneous Expense	500.00	
Ram Discount Cards Expense	485.37	
Golf Tournament Expense	5,762.88	
Spaghetti Dinner Expense	3,627.52	
Merchandise Sales Expense	11,499.52	
Total Direct Expense FundraisingEv...		21,875.29
Direct Cost of Inventory		
Concession Sales Expense	2,505.36	
Direct Cost of Inventory - Other	10,196.27	
Total Direct Cost of Inventory		12,701.63
Assistance to OtherOrganization		2,245.68
Membership Dues Expense		292.40
Fees for Services		
Accounting Fees	375.00	
Other Professional Fees	2,344.58	
Total Fees for Services		2,719.58

Owasso Baseball Booster Club Inc.
Profit & Loss
July 2021 through June 2022

	Jul '21 - Jun 22
Advertising & Promotional Exp	974.00
Office & Operational Expenses	
Sympathy Gift	188.41
Miscellaneous Expense	120.00
Bank, Credit Card & Paypal Fees	56.75
Postage, Mailing Service	134.00
Supplies	372.11
Computer & Phone Expense	328.95
Total Office & Operational Expenses	1,200.22
Other Expenses	
State Rings	1,401.49
End of Year Gifts	4,309.97
Field Expense	13,855.00
Coach Enrichment	1,428.92
100 Inning Expense	1,183.02
Spring Break Trip Expense	32,855.84
Banquet Expense	12,699.39
Diamond League Expense	19,734.30
Other Program Service Expense	90.70
Total Other Expenses	87,558.63
Equipment and Gear	
Player and Coach Gear	26,651.74
Equipment	8,919.98
Total Equipment and Gear	35,571.72
Activities & Team Bonding	
Team Meals	4,306.37
Activities & Team Bonding - Other	186.12
Total Activities & Team Bonding	4,492.49
Total Expense	169,631.64
Net Ordinary Income	-12,012.12
Net Income	**-12,012.12**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Rams Basketball Booster Club

Organization's address: 12901 E. 86th St. N.
Owass, OK 74055

Organization's federal ID#: 73 1536445

Organization's representative
From whom additional
Information can be obtained: Staci Stover

Applicant's phone# & e-mail: 405-815-1553 stacistover@hotmail.com

Statement of purpose and goals:

Raise money for Owasso Public School
Basketball programs per coaches needs.

Describe your organizational structure and membership requirements:

President, VP, Treasurer & Secretary voted on by the Booster Club

Describe how the District and its students will benefit if the organization is sanctioned:

All money raised goes directly to help Owasso Rams Basketball programs.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Rams Basketball Booster Club
Name of Applicant (Organization)

Approval (Board of Education)

4-17-23
Date

Date

Staci Stover
Signature of Applicant representative

Staci Stover

FISCAL YTD VIEW

Net Profit/Loss on Groupings of Events (5/1/2022 through 4/30/2023)				
	Deposits	Expenses	Net Profit/(Loss)	
Opening balance-5/1/2022			$ 30,015.39	
Membership/Donations	$ 5,150.00		$ 5,150.00	
Tshirt Fundraiser	$ 1,668.04		$ 1,668.04	
Buttons/Spirit Nights	$ 2,820.44		$ 2,820.44	
Coaches Fees-Lady Rams	$ 15,593.40	$ (13,748.94)	$ 1,844.47	Coaches Fees-Girls
Coaches Fees-Rams	$ 18,729.00	$ (22,625.39)	$ (3,896.39)	Coaches Fees-Boys
Online Processing Fees		$ (341.65)	$ (341.65)	
Concessions	$ 3,612.00	$ (1,223.68)	$ 2,388.32	
Meals/Energy Bags	$ -	$ (6,311.21)	$ (6,311.21)	
Magnets		$ (450.00)	$ (450.00)	
Photography/Sr Banners		$ (762.50)	$ (762.50)	
Locker Room Decorations		$ (181.20)	$ (181.20)	
Tip off night	$ 4,216.00	$ (756.29)	$ 3,459.71	
Senior Night		$ (290.80)	$ (290.80)	
Playoffs/Pre-season/Tournaments		$ (2,901.01)	$ (2,901.01)	
Supplies/Copies		$ (124.93)	$ (124.93)	
End-of-Season Event		$ (1,711.66)	$ (1,711.66)	
	$ 51,788.88	**$ (51,429.26)**	**$ 30,375.02**	ties to current available bank balance

BC Ending Balance	$ 12,149.97	
Standridge Ending balance	$ 11,250.32	
Montonati Ending Balance	$ 6,974.73	
Total Account Balance	**$ 30,375.02**	

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

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Legal name of applicant: OWASSO CHEER BOOSTER CLUB (OCBC

Organization's address: PO BOX 647
OWASSO, OK 74055

Organization's federal ID#: 73-1549274

Organization's representative From whom additional Information can be obtained: LINDSAY BARRON

Applicant's phone# & e-mail: 817-308-8787 barron_lindsay@yahoo.com

Statement of purpose and goals:

TO PROMOTE & STIMULATE INTEREST IN THE CHEER PROGRAM @ THE HS. TO LEND MORAL & FINANCIAL SUPPORT TO ALL PHASES OF THE CHEER PROGRAM

Describe your organizational structure and membership requirements:

OCBC CONSISTS OF PRESIDENT, VP, 2ND VP, SECRETARY & TREASURER. EACH ARE VOTED ON EVERY YEAR. WE HAVE VARSITY, JV, MS REPS & BC MEETINGS ARE HELD REGULARLY. BOARD MEETINGS ARE HELD PRIOR TO THE BC MEETINGS.

Describe how the District and its students will benefit if the organization is sanctioned:

OCBC WORKS WITH PARENTS, COMMUNITY MEMBERS & VOLUNTEERS TO PROMOTE THE SUCCESS OF THE PROGRAM. WE WILL WORK WITH THE COACHING STAFF TO SUPPORT & IMPROVE THE CHEER PROGRAM AS WELL AS FINANCIALLY SUPPLENTING WITH FUNDRAISING EVENTS

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

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operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

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2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

OWASSO CHEER BOOSTER CLUB
Name of Applicant (Organization)

Approval (Board of Education)

4/13/23
Date

Date

Signature of Applicant representative

Owasso Cheer Booster Club FY 2022

Income and Expense Report

05/01/2022 - 04/30/2023

Starting balance as of 05/01/2022			**$69,610.32**
Owasso Cheer Budget 22-23	**Income**	**Expenses**	**Net**
Annual Booster Membership	$2,545.00	-	$2,545.00
Monthly Booster Fees	$5,061.00	-$980.00	$4,081.00
Camp Fees	$23,567.00	-$27,312.00	-$3,745.00
Camp Food/Snacks	$9,115.21	-$4,066.68	$5,048.53
Camp Decorations	$560.00	-$1,026.23	-$466.23
Practice Gear/Gifts	$6,856.18	-$6,468.13	$388.05
Joggers	$780.00	-	$780.00
OVC Uniform Rental	$2,471.00	-	$2,471.00
OJVC Uniform Rental	$354.76	-	$354.76
Patriotic Tank	$690.00	-	$690.00
UCA	$52,195.81	-$95,694.01	-$43,498.20
21/22 Banquet	$359.70	-$8,042.22	-$7,682.52
Performance State Ring	$7,703.37	-$14,035.08	-$6,331.71
Backpack	$2,972.00	-$1,372.00	$1,600.00
Sign Budget	$800.87	-$1,567.12	-$766.25
State Shirt	$645.00	-$2,684.70	-$2,039.70
Snack Fee	$670.45	-$698.82	-$28.37
Program Shirt	$1,589.00	-$949.21	$639.79
OVC Stunt Clinic	$1,480.00	-$165.13	$1,314.87
Fundraiser - Calendar	$2,109.00	-	$2,109.00
OVC - Travel Shoes	$800.00	-	$800.00
FNL Meals	$1,150.00	-$1,339.88	-$189.88
Spirit Shirt	$605.00	-$570.00	$35.00
Game Day State Ring	$7,080.22	-$8,715.00	-$1,634.78
Big/Little Tees	-	-	-
Fundraiser - Poster Sponsorship	$42,750.00	-$4,030.13	$38,719.87
Stunt Jersey/Registration	$340.00	-$304.00	$36.00
Stunt Meal	$100.00	-$901.00	-$801.00
Angel Tree Gift	$15.00	-	$15.00
Banquet Ticket	$140.00	-	$140.00
General Income	$451.00	-	$451.00
UCA Nationals Ring	$5,763.08	-$9,423.00	-$3,659.92
Fundraiser - Restaurants	$176.34	-	$176.34
General Expenses	$564.05	-$7,547.43	-$6,983.38
Cheer Mini Clinic	$7,546.00	-$2,502.28	$5,043.72
Donation to Athlete	$100.00	-	$100.00
Senior Gifts	-	-$1,163.70	-$1,163.70

Owasso Cheer Budget 22-23	Income	Expenses	Net
Coaches Gifts	-	-$702.64	-$702.64
Kelly's Bows	$30.00	-$17.82	$12.18
State Dinner	$490.00	-$600.00	-$110.00
State Gift	$540.00	-$572.73	-$32.73
Fundraiser - Game Day Themed Tees	$11,015.26	-$10,780.54	$234.72
Fundraiser - Meet the Rams	$7,881.56	-$3,500.00	$4,381.56
Fundraiser - Mums	$8,792.00	-$6,120.00	$2,672.00
Gold Tee (Pediatric Cancer Fundraiser)	$1,388.00	-$1,480.55	-$92.55
Game Day State Gift	$330.00	-$514.90	-$184.90
Game Day State Dinner	$300.00	-$836.81	-$536.81
Donation - General	$50.00	-	$50.00
FOR Concessions	$15,675.31	-$8,131.34	$7,543.97
Regionals Ticket	$497.00	-$893.45	-$396.45
State Ticket	$320.00	-$1,276.50	-$956.50
UCA - Middle School	$7,230.86	-	$7,230.86
Senior Night	-	-$226.53	-$226.53
NCA	$21,993.66	-$15,495.00	$6,498.66
Fundraiser - Louis Vuitton	$8,540.00	-$2,232.99	$6,307.01
Program Christmas Gifts	-	-$3,117.33	-$3,117.33
UCA - OVC Belt Bag	-	-$202.03	-$202.03
OJVC Backpack	-	-$1,386.00	-$1,386.00
UCA Fan Shirts	$1,088.00	-$391.37	$696.63
NCA - Gym Rental IPuma)	-	-$500.00	-$500.00
UCA - Airfare	-	-$284.98	-$284.98
UCA - Meals	-	-$12,912.46	-$12,912.46
UCA - Team Wear	-	-$5,720.04	-$5,720.04
NCA Transportation	-	-$500.00	-$500.00
NCA - Meals	-	-$2,780.23	-$2,780.23
NCA - Meals/Snacks	-	-$416.48	-$416.48
NCA - Housing	-	-$3,447.75	-$3,447.75
Nike Rolling Bag	-	-$216.00	-$216.00
Garment Bags	-	-$192.00	-$192.00
NCA - Belt Bags	-	-$797.00	-$797.00
UCA - Survival Kits	$10.00	-$261.16	-$251.16
UCA - MS Gifts	-	-$1,278.41	-$1,278.41
UCA - OVC Gifts	-	-$504.50	-$504.50
UCA - MS Packing Cubes	-	-$104.56	-$104.56
Stunt Fan Tees	$1,297.00	-	$1,297.00
Stunt Warm-up	$150.00	-	$150.00
Stunt Gift	$180.00	-$1,108.53	-$928.53
Program Donation	$1,500.00	-	$1,500.00
Stunt Regional T-shirt	$780.00	-$1,638.15	-$858.15
Stunt Gate/Admission	$5.00	-$800.00	-$795.00

Owasso Cheer Budget 22-23	Income	Expenses	Net
Stunt Concessions	$21.00	-$800.00	-$779.00
Owasso Cheer Budget 22-23 Totals	**$280,210.69**	**-$294,298.53**	**-$14,087.84**
Athlete Payments	**Income**	**Expenses**	**Net**
Athlete Payment	$8,706.22	-$305.00	$8,401.22
Athlete Payments Totals	**$8,706.22**	**-$305.00**	**$8,401.22**
Refunds	**Income**	**Expenses**	**Net**
Close Account	-	-$1,880.90	-$1,880.90
Athlete Overpayment - Refund	-	-	-
Refunds Totals	**-**	**-$1,880.90**	**-$1,880.90**
Athlete Credit	**Income**	**Expenses**	**Net**
Athlete Credit	$1,369.97	-	$1,369.97
Athlete Credit Totals	**$1,369.97**	**-**	**$1,369.97**
Grand Totals			
	$290,286.88	**-$296,484.43**	**-$6,197.55**
Decrease in funds			-$6,197.55
Funds available as of 04/30/2023			**$63,412.77**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Choir Patrons

Organization's address: PO BOX 523
OWASSO OKLAHOMA

Organization's federal ID#: 84-4755411

Organization's representative From whom additional Information can be obtained: CHRISTIAN NUCKELS

Applicant's phone# & e-mail: 940.230.4629 iamnuckels@me.com

Statement of purpose and goals:

Gain and maintain interest in Owasso Choirs grades 6-12. Lend moral and f
support to the choir department. Coordinate with choir directors and school l
to enrich and support the general activities of the choir department.

Describe your organizational structure and membership requirements:

Anyone interested in the development of the choir programs is eligible for "

Parents / legal guardians who have paid thre annual dues are voting membe

The Board of Directors is composed of annually elected officers.

Describe how the District and its students will benefit if the organization is sanctioned:

Our organization provides volunteers for assistance to the directors for spec

We also raise funds to aid the choir program in numerous ways such as the

financial assistance for needy students who cannot afford certain activities

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Choir Patrons

Name of Applicant (Organization)

Approval (Board of Education)

04.21.23

Date

Date

Signature of Applicant representative

DATE	DESCRIPTION	EXPLANATION	CREDIT	DEBIT	BALANCE
05/06/22	Baja Jacks	Banquet Food	$0.00	-$1,596.77	$802.33
05/16/22	Deposit	$180 Concert Change + $30 Concessions $3 Drillers Tip Jar + $1025 Banquet Tickets	$1,238.00	$0.00	$2,040.33
05/16/22	Check #419	Joslyn Worsham - Banquet Reimbursement	$0.00	-$288.05	$1,752.28
05/16/22	Check #421	Joslyn Worsham - Banquet Reimbursement	$0.00	-$51.96	$1,700.32
05/17/22	Venmo Transfer	$20 Concert Change $988.38 Banquet Tickets	$1,008.38	$0.00	$2,708.70
05/19/22	Check #420	Jamie House - Banquet Reimbursement	$0.00	-$13.07	$2,695.63
TOTALS			**$16,071.22**	**-$16,983.95**	**$2,695.63**

DATE	DESCRIPTION	CATEGORY	LINE ITEM	EXPLANATION	CREDIT	DEBIT	BALANCE
5/19/22	STARTING BALANCE						$2,695.63
06/22/22	Deposit	Fundraising	Driller Fundraiser	Driller concessions income	$2,869.49		$5,565.12
07/11/22	Check # 426	Fundraising	Driller Fundraiser	OPS Choir Dept for Drillers Fundraiser to Student Accounts		$2,869.49	$2,695.63
07/13/22	Deposit	Fundraising	Driller Fundraiser	Driller concessions	$1,609.10		$4,304.73
08/08/22	Purchase	OCP Business	Application fees	501(c)3 Application		$275.00	$4,029.73
08/11/22	Deposit	Fundraising	Driller Fundraiser	Driller concessions income	$455.00		$4,484.73
08/15/22	Deposit	Fundraising	Restaurant Fundraiser	Slim Chickens Fundraiser	$89.38		$4,574.11
08/15/22	Deposit	Support	Alterations	Alteration money collected	$20.00		$4,594.11
8/16/22	Check # 427	Fundraising	Driller Fundraiser	OPS Choir Dept for Drillers Fundraiser to Student Accounts ($220.00 went to OCP)		$1,844.10	$2,750.01
09/15/22	Deposit	Fundraising	Membership Dues	Tammy Wood (check)	$25.00		$2,775.01
09/16/22	Deposit	OCP Business	Square activity	To initiate Square account	$0.01		$2,775.02
09/16/22	Deposit	Fundraising	Membership Dues	VENMO (M. Nuckels, J. Worsham, D. Roberts, C. Coururier, T. Davis, C. Glenn)	$155.00		$2,930.02
9/16/22	Debit	OCP Business	Square activity	Verify the Square account		$0.01	$2,930.01
09/22/22	Deposit	Fundraising	Spirit Wear	Square deposit for online orders	$445.87		$3,375.88
09/22/22	Purchase	OCP Business	Giveaway at first meeting	$50.00 QT giftcard for sept meeting giveaway		$50.00	$3,325.88
09/23/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$538.79		$3,864.67
09/26/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$91.64		$3,956.31
09/26/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$113.01		$4,069.32
09/27/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$192.68		$4,262.00
09/28/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$212.41		$4,474.41
09/29/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$135.33		$4,609.74
09/30/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$608.71		$5,218.45
09/30/22	Check # 1 (Bank check)	Fundraising	Concessions	Petty cash for concession stand		$100.00	$5,118.45
10/03/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$364.91		$5,483.36
10/03/22	Deposit	Fundraising	Spirit Wear	Spirt Wear purchses through Square	$998.60		$6,481.96
10/03/22	Purchase	Fundraising	Concessions	Papa John's pizza for Concession sales on Oct 1, 2022		$145.00	$6,336.96
10/03/22	Purchase	Fundraising	Concessions	Purchased Concession items to sell from Sam's		$390.04	$5,946.92
10/11/22	Deposit	Fundraising	Concessions	Concession sales at Fall Concert 10 10 22	$43.00		$5,989.92
10/11/22	Deposit	Fundraising	Membership Dues	Check & Cash (C. Walker Cashier Check, M. Martin, M. Paul cash, D. Buschman cash, K. Gatton, A. Schick, L. Parker	$175.00		$6,164.92
10/11/22	Deposit	Fundraising	Spirit Wear	Check & Cash deposit DEPOSIT SLIP IN FOLDER	$374.00		$6,538.92
10/11/22	Deposit	Fundraising	Spirit Wear	Spirit Wear Income	$360.00		$6,898.92
10/11/22	Deposit	Fundraising	Membership Dues	K. Powers Membership from Spiritwear Order	$25.00		$6,923.92
10/11/22	Deposit	Fundraising	Concessions	All Region Concession sales DEPOSIT SLIP IN FOLDER	$800.31		$7,724.23
10/11/22	Deposit	Fundraising	Concessions	Petty cash Returned DEPOSIT SLIP IN FOLDER	$100.00		$7,824.23
10/11/22	Deposit	Fundraising	Concessions	Concession sales using Square	$5.74		$7,829.97
10/12/22	Deposit	Fundraising	Concessions	Concession sales using Square	$8.47		$7,838.44
10/12/22	Purchase	Fundraising	Spirit Wear	Spirit Wear distribution supplies		$15.19	$7,823.25
10/21/22	Deposit	Fundraising	Driller Fundraiser	Driller concessions income	$1,085.00		$8,908.25
10/21/22	Check # 428	Fundraising	Spirit Wear	Gator Thompson - Sprit Wear Order full payment		$3,415.00	$5,493.25
10/31/22	Purchase	Support	Teacher Gifts	Sonic Drinks for Choir Directors		$9.00	$5,484.25
11/1/22	Check # 429	Fundraising	Driller Fundraiser	OPS Choir Dept for Drillers Fundraiser to Student Accounts		$1,105.00	$4,379.25
11/1/22	Deposit	Fundraising	Membership Dues	VENMO (J.Bailey, J. Valdivia, R. Edmonds, S. DeBella, B. Miller, M. Lockhart, D. Sivils)	$199.43		$4,578.68
11/1/22	Deposit	Fundraising	Pie Sales	VENMO Pie sale income	$933.50		$5,512.18
11/1/22	Deposit	Fundraising	Driller Fundraiser	Driller concessions income	$292.18		$5,804.36
11/1/22	Deposit	Fundraising	Pie Sales	Pie Sales (Cash & Checks)	$1,028.50		$6,832.86
11/9/22	Check # 430	Fundraising	Driller Fundraiser	OPS Choir Dept - Driller income for Shania Valdivia		$202.18	$6,630.68
11.10.22	Purchase	Support	Curriculum Needs	Folders for MS Choirs Veterans Day Performance		$10.89	$6,619.79
11.11.22	Purchase	Support	Student Sponsorships	Goodie Bags for All State Audiitons		$13.50	$6,606.29
11.18.22	Purchase	Fundraising	Spirit Wear	Sticker Mule (OCP Parent Stickers)		$158.00	$6,448.29
11.21.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$342.66		$6,790.95
11.21.22	Purchase	Supplies	Sam's	Cart for Concessions and Events		$59.98	$6,730.97
11.25.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$257.38		$6,988.35

OWASSO CHOIR PATRONS

TREASURER'S REPORT - 2021-2022

DATE	DESCRIPTION	EXPLANATION	CREDIT	DEBIT	BALANCE
06/15/21	Balance	Balance carried over from last Fiscal Year	$0.00	$0.00	$3,608.36
09/10/21	Deposit	$25 dues (R. Carter) $190 student payments for alterations	$215.00	$0.00	$3,823.36
09/29/21	Check #406	Gretchen Schmidt -Soars - Alterations	$0.00	-$365.00	$3,458.36
10/12/21	Check #407	Gretchen Schmidt -Soars - Alterations	$0.00	-$435.00	$3,023.36
10/21/21	Deposit	$203 student payments for alterations + $5 concert concessions	$208.00	$0.00	$3,231.36
10/27/21	Venmo Transfer	$115 Dues + $100 Concession donation + $30 All District breakfast donation + $10 All District General donation	$255.00	$0.00	$3,486.36
10/28/21	Check #408	Joslyn Worsham - Concessions Supplies $56.80 donuts + $104.56 pizza	$0.00	-$161.36	$3,325.00
10/28/21	Check #409	Becky Robinson - Sr Flowers at Nat'l Anthem Performance	$0.00	-$197.92	$3,127.08
11/03/21	Deposit	All District Concession Sales	$500.00	$0.00	$3,627.08
11/16/21	Venmo Transfer	Pie Fundraiser Income	$608.00	$0.00	$4,235.08
11/16/21	Deposit	$3867 Pie Fundraiser Income + $10 Alteration Dues from Student + $14 Concession Leftover Sales + $211.26 Smitty's Restaurant Night	$4,102.26	$0.00	$8,337.34
11/23/21	Check #410	OPS Choir Dept - Pie Income for Student Accounts	$0.00	-$981.00	$7,356.34
11/26/21	Check #411	All Things Cake - Pie Fundraiser	$0.00	-$3,496.00	$3,860.34
12/14/21	Wal-Mart	Cash Box Purchase	$0.00	-$35.92	$3,824.42
12/14/21	Check	Cash for Change at Choir Concert	$0.00	-$200.00	$3,624.42
12/17/21	Check #412	Robin Wall - Batteries	$0.00	-$62.91	$3,561.51

DATE	DESCRIPTION	EXPLANATION	CREDIT	DEBIT	BALANCE
12/20/21	Deposit	$180 Concert Change + $2 Pie Fundraiser Income + $17 Concessions + $10 Alterations $371 Charlie's Chicken Cookies + $2369 Butterbraids Income	$2,949.00	$0.00	$6,510.51
12/20/21	Venmo Transfer	$1348.65 Butterbraids Income + $20 Concert Change + $10 Charlie's Chicken Cookies	$1,378.65	$0.00	$7,889.16
12/21/21	Check #413	Support Your Cause LLC (Butter Braids)	$0.00	-$2,120.00	$5,769.16
01/10/22	Art in Bloom	Flowers for Mrs. Bettridge	$0.00	-$53.52	$5,715.64
02/01/22	Deposit	$57 Alterations + $46 Baja Jacks + $556 Charlie's Chicken + $23 Concessions	$682.00	$0.00	$6,397.64
02/08/22	Check #414	OPS Choir Dept - Butterbraid Income for Student Account	$0.00	-$1,595.05	$4,802.59
02/14/22	Wal-Mart	Bottled Water	$0.00	-$9.54	$4,793.05
02/14/22	Chick-Fil-A	Lunch for Students visiting Elementary Schools	$0.00	-$449.40	$4,343.65
04/13/22	Check #415	Joslyn Worsham - OSSAA Celebration	$0.00	-$177.17	$4,166.48
04/19/22	Deposit	$25 Dues (T. Wood) + $260 Alternations $366 Lunch Visiting Elementary + $0.93 Venmo reimbursement from parent	$651.93	$0.00	$4,818.41
04/19/22	Deposit	$1540 Butterbraids	$1,540.00	$0.00	$6,358.41
04/20/22	Venmo Transfer	$7 Chick-fil-a (Tricia Wynn- 2/14 Lunch for Students + $728 Butterbraids	$735.00	$0.00	$7,093.41
04/25/22	Check #417	OPS Choir Dept - Butterbraid Income for Student Account	$0.00	-$972.00	$6,121.41
04/25/22	Check #418	Money earmarked for POPs concert (pre-COVID donation)	$0.00	-$2,000.00	$4,121.41
04/28/22	Check	Cash for Change at Choir Concert	$0.00	-$200.00	$3,921.41
05/02/22	Check #416	Support Your Cause LLC (Butter Braids)	$0.00	-$1,296.00	$2,625.41
05/04/22	Big Foot	Yard Signs for Seniors	$0.00	-$195.00	$2,430.41
05/05/22	Dollar Tree	Banquet Goodies	$0.00	-$31.31	$2,399.10

DATE	DESCRIPTION	CATEGORY	LINE ITEM	EXPLANATION	CREDIT	DEBIT	BALANCE
11.28.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$346.47		$7,334.82
11.29.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$139.28		$7,474.10
11.30.22	Check # 433	Fundraising	Pie Sales	Payment to Students for Pie Fundraiser		$335.00	$7,139.10
12.01.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$115.62		$7,254.72
12.01.22	Check #434	Fundraising	Pie Sales	Payment to All Things Cake for Pie Fundraiser		$1,738.00	$5,516.72
12.02.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$202.40		$5,719.12
12.05.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$320.27		$6,039.39
12.07.22	Purchase	Support	Curriculum Needs	Backdrop		$404.55	$5,634.84
12.07.22	Debit	Fundraising	Spirit Wear	Square Fees		$33.98	$5,600.86
12.12.22	Purchase	Fundraising	Concessions	Flowers		$371.75	$5,229.11
12.12.22	Debit	Fundraising	Cash On Hand	Cash Out For Change		$200.00	$5,029.11
12.12.22	Check #435	Fundraising	Spirit Wear	Gator Thompson Shirt Payment		$1,050.00	$3,979.11
12.12.22	Check #436	Fundraising	Spirit Wear	Megan Hulse Earring Payment		$75.00	$3,904.11
12.13.22	Deposit	Fundraising	Concessions	Flower / Sticker Sales	$217.25		$4,121.36
12.16.22	Purchase	Support	Teacher Gifts	Director Christmas Gifts		$59.96	$4,061.40
12.19.22	Deposit	Fundraising	Spirit Wear	Winter Spiritwear Sales	$49.00		$4,110.40
12.19.22	Purchase	Support	Teacher Gifts	Director Christmas Gifts		$60.00	$4,050.40
01.25.23	Deposit	Fundraising	Restaurant Spirit Nights	Smitty's Spirit Night Income	$317.11		$4,367.51
01.25.23	Debit	Fundraising	Cash On Hand	Change for the Cash Box		$100.00	$4,267.51
01.25.23	Deposit	Fundraising	Concessions	Cash Deposit from Flower Sales at Winter Concert	$720.00		$4,987.51
02.15.23	Purchase	Support	Choir Meals	Food for Choir Tour		$53.90	$4,933.61
02.16.23	Purchase	OCP Business		Sugar Llamas for Feb Meeting		$45.75	$4,887.86
02.16.23	Purchase	Support	Choir Meals	Food for Choir Tour		$504.40	$4,383.46
							$4,383.46

OWASSO CHOIR PATRONS BYLAWS
Adopted May 21, 2020
Latest Revision September 20, 2022

ARTICLE I. NAME

The name of this organization shall be *OWASSO CHOIR PATRONS,* also known as OCP.

ARTICLE II. OBJECTIVES

A. To gain and maintain an enthusiastic interest in the various phases of the choral department of the Owasso choirs; grades 6-12.
B. To lend all possible support, both moral and financial to the choral department of Owasso Public Schools.
C. To operate with those in charge of the choral department and the school board, and to build and maintain an organization which will support the general activities of the choral department.
D. Owasso Choir Patrons is a non-profit organization formed for the sole purpose of supporting the Owasso Choral Department 6-12 grade. Should OCP ever dissolve, any and all assets will be transferred to the Owasso Public School Choir account.

ARTICLE III. MEMBERSHIP

A. Anyone interested in the progress and development of the choral department of the Owasso Public Schools is eligible for non-voting membership in this organization.
B. All parents or legal guardians, who have paid their current annual dues, of students in all levels of the choral department are to be considered voting members.
C. All Choral Directors of the Owasso choral department are to be considered voting members.

ARTICLE IV. MEETINGS

A. Owasso Choir Patrons will hold meetings once a quarter from July through June. Meetings will be held in person at the Owasso HS Choir room. If need be meetings will be held online via Google Meet.
B. Board members may meet on a monthly basis as needed to discuss OCP business and present to the general membership at the next regular quarterly meeting.
C. Special meetings may be called by the President or acting President.
D. Those members attending a regular or special meeting of the Owasso Choir Patrons shall constitute a quorum. The quorum is not affected by the departure of members before the meeting is adjourned.

ARTICLE V. DUES

The annual dues shall be twenty-five dollars ($25.00) per family, per school year. Dues will be paid by the third Thursday of the month of September at the beginning of each school year.

ARTICLE VI. BOARD OF DIRECTORS

A. The Board of Directors is composed of the elected officers of the Owasso Choir Patrons and the Choral Directors of the Owasso Choral Department grades 6-12.
B. The Board of Directors shall have general supervision of the affairs of the Owasso Choir Patrons including but not limited to: filling officer vacancies, appointing the nominating committee, approving the slate of officers, appointing committee chairmen, adopting the annual budget, approving expenditures on non-budgeted funds, and coordinating fundraising activities.
C. The Board of Directors is authorized to act for the Owasso Choir Patrons between regular meetings.
D. The Board of Directors may meet at the discretion of the President or at the request of three or more Board members.
E. A majority of the elected Officers shall constitute a quorum. The quorum is not affected by the departure of members before the meeting is adjourned.

ARTICLE VII. OFFICERS/RESPONSIBILITIES

A. The officers of the Owasso Choir Patrons shall be; President, Vice President, Treasurer, Secretary, Public Information Officer and Activities Coordinator.
B. The President presides at all meetings of the Owasso Choir Patrons and the Board of Directors. The President serves as liaison between the Owasso Choir Patrons, the Choral Directors, and the school and district administration. The president is authorized to sign checks.
C. The Vice President presides at meetings in the absence of the President. They shall serve as Chairman of the Nominating Committee and shall organize and coordinate volunteers.
D. The secretary shall prepare minutes of the meetings of the Owasso Choir Patrons and Board of Directors and shall maintain a correct copy of the Bylaws.
E. The treasurer shall maintain the bank account in the name of Owasso Choir Patrons and is authorized to sign all checks.
    i. The Treasurer shall pay all bills, record receipts and disbursements, and provide financial reports at meetings of the Owasso Choir Patrons.
    ii. The Treasurer shall prepare an annual budget to be adopted by the Board of Directors and approved by the Owasso Choir Patrons at the first regular meeting of the school year.
    iii. The Treasurer shall file required forms with the appropriate authorities.
    iv. The fiscal year shall be from June 1st to May 31st.
F. The Activities Coordinator will work with the Vice President to help organize activities and coordinate volunteers. They shall be in charge of the Choir Banquet each spring.
G. The Public Information Officer will be responsible for communications on social media and media outlets for choir related business to promote the program.
H. Grade Specific Parent Liaisons will be elected for the following to act as a representative between OCP and each grade.
    a. 6th grade
    b. 7th grade
    c. 8th grade
    d. 9th - 12th grade

ARTICLE VIII. Gifts, Devices, Bequests and Donations (Collectively "Gifts")

A. Any gift made to OCP from any person, business or corporation may be designated for a particular program or activity which is currently being carried on by the OCP. Any designated gift, if accepted by OCP, shall be used only for the purpose for which it was designated. The Board of Directors is empowered to reject any gifts which it deems inappropriate. Any designated gift may be commingled in a single fund with other gifts with the same designated purpose or program.
B. Any gifts received by OCP which are not designated for a particular program or activity shall be used by the OCP in such manner as it deems best. Undesignated gifts may be commingled with other undesignated gifts and used as a single fund, or, if the Board of Directors deems best, the undesignated gifts may retain its identity and be used as a separate fund.
C. Unless specifically restricted by the trust arrangement in which a gift is made to the OCP, all interest and earning earned on gifts to the OCP shall be assets of and insure to the benefit of the OCP.

ARTICLE IX. ELECTION OF OFFICERS

A. A nominating committee of (3) members shall be appointed by the Vice President.
B. All nominees must have dues paid. Nominees shall also be contacted to be sure they are willing to perform their duties for which they are being nominated.

APPROVED 09.20.2022

C. Officers shall be elected by majority vote of the Owasso Choir Patrons members present at the final meeting of the school year. The term of office is one year and begins immediately following the completion of scheduled activities for the current school year or May 31st whichever is later.

ARTICLE X. FUNDRAISING ACTIVITIES

A. The Owasso Choir Patrons, under the direction of the Board of Directors, may organize fundraising activities to help students build their student accounts, raise money for the general fund or for special projects approved by the Board of Directors.
B. The Owasso Choir Patrons, at the discretion of the Board of Directors, may keep a portion of the proceeds from student fundraising activities to cover the expenses of the activity, raise money, raise money for the general fund or raise money for special projects. Beginning August 1, 2022 the OCP will retain 10% of all OCP driven fundraisers that will be earmarked for the general fund.
C. Beginning August 1, 2022 all students who participate in an OCP Fundraiser must be a OCP paid member or have one family member that is a paid OCP member.

ARTICLE XI. PARLIAMENTARY AUTHORIZATION

The rules contained in the current editions of Robert's Rule of Order Newly Revised shall govern the Owasso Choir Patrons in all cases in which they do not conflict with the rules of the Owasso Choir Patrons.

ARTICLE XII. AMENDMENT OF THE BYLAWS

These bylaws may be amended at any regular or special meeting of the Owasso Choir Patrons by two-thirds vote, as long as a member of the Owasso Choir Patrons is given two weeks' notice of any proposed amendment.

President, Christian A. Nuckels — Date: 4.28.23

Secretary, Tammy Wood — Date: 4-28-23

APPROVED 09.20.2022

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Drama Club Booster Club

Organization's address: 10102 E 92nd St N
Owasso, OK 74055

Organization's federal ID#: 47-4205379

Organization's representative From whom additional Information can be obtained: Amanda McClintock

Applicant's phone# & e-mail: 9183848002/ owassotheatreboosters.com

Statement of purpose and goals:

Our purpose is to provide meals, additional supplies, a end of the year banquet, Christmas party and other potential expenses in order to help off-set any extra expenses for the students and parents and the dept.

Describe your organizational structure and membership requirements:

Our board is made up of a president, Vice-president, and secretary/treasurer. Additional members are parent volunteers. Membership fee is $20 required at the beginning of the year.

Describe how the District and its students will benefit if the organization is sanctioned:

Any time the students travel for theatre, meals and snacks are provided at our expense. We have also provided extra training for Speech and Debate students, competition fees, and last minute costume/prop needs. This benefits both the parents and students by not requiring additional fees while allowing professional performances.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Drama Club Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4/18/2023

Date

Date

Amanda M. McClintock-Underwood

Signature of Applicant representative

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Previous M	$670.06	$574.54	$2,445.54	$5,198.15								
DEP	$648.60	$1,871.00	$3,101.75	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Expenses	$744.12	$0.00	$349.14	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
TOTAL	$574.54	$2,445.54	$5,198.15	$5,198.15	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Donations/Fundraisers

January - S&D concessions expense/ remaining Deposit from holiday show 12/22

February - deposits from January sales/concessions

March -deposit/venmo transfer - High School Musical sales/concessions

April -

May -

June -

July

August

September

October

November -

December -

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Legal name of applicant: Owasso Ram football Booster Club

Organization's address: PO Box 342
Owasso OK 74055

Organization's federal ID#: 20-0222329

Organization's representative
From whom additional
Information can be obtained: Kelli Loudaire co-treasurer

Applicant's phone# & e-mail: 9184970593 ramfootballboosterclub@gmail.com

Statement of purpose and goals:

The Owasso Ram Football Booster Club is a charitable organization whose mission is to support the Owasso Ram football team both financially and with volunteer manpower.

Describe your organizational structure and membership requirements:

The Owasso Ram football Booster Club is led by a volunteer board of Directors and multiple members at large. Anyone can join the Owasso Ram Booster Club for a minimum contribution of $25.00.

Describe how the District and its students will benefit if the organization is sanctioned:

The Owasso Ram football Booster Club supports the Owasso Ram football grades 8-12 by providing nutritional support, equipment, transportation, and many other items needed by the Owasso Ram football Players and Coaches.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

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4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Ram Football Booster Club
Name of Applicant (Organization)

Approval (Board of Education)

4/2/23
Date

Date

Signature of Applicant representative

Owasso Rams Football Boosters

Profit and Loss

January - December 2022

	TOTAL
Revenue	
Concession Sales Income	789.00
Concessions COGS	-485.67
Total Concession Sales Income	**303.33**
Direct Public Support	400.00
Corporate Contributions	228.88
Individ, Business Contributions	533.10
Total Direct Public Support	**1,161.98**
Football Cards	45,971.75
Football Cards Cost	-8,373.00
Total Football Cards	**37,598.75**
Fundraising	
Breakfast with Coach B	2,367.00
Telethon Fundraiser	36,085.00
VYPE 7V7 Owasso Rams	7,200.00
Field Sponsorship	3,750.00
VYPE 7v7 Expenses	-1,471.26
VYPE 7v7 Referee	-5,360.00
Total VYPE 7V7 Owasso Rams	**4,118.74**
Total Fundraising	**42,570.74**
Interest Income	401.46
Program Income	
Membership Dues	52,940.00
Total Program Income	**52,940.00**
Ram Zone Income	59,944.22
Total Revenue	**$194,920.48**
GROSS PROFIT	**$194,920.48**
Expenditures	
Bank Fees	31.70
Credit Card Fees	
Square CC Fees	1,582.44
Total Credit Card Fees	**1,582.44**
Team Snap Fee	750.00
Total Bank Fees	**2,364.14**
Banquet	-3,726.06
Banquet Decorations	385.66
Banquet Food	10,025.90
Banquet Programs	328.34
Total Banquet	**7,013.84**
Chamber of Commerce Dues	100.00
Charitable Donations	480.00
Facilities and Equipment	3,347.96

Owasso Rams Football Boosters

Profit and Loss

January - December 2022

	TOTAL
Equip Rental and Maintenance	1,366.78
Ram Run-Thru	
Ram Run-Thru CO2 Gas	163.60
Run-Thru Maintenance & Repairs	31.89
Total Ram Run-Thru	**195.49**
Sky Coach	6,849.00
Total Facilities and Equipment	**11,759.23**
Football Coaches	
Coaches Clinics	399.00
Coaches Gift	8,612.02
Football Coaches - General	662.99
Football Coaches - Golf	2,751.32
Total Football Coaches	**12,425.33**
Football Team Expense	
7v7 Tournament expenses	3,002.98
Football Team Food & Drinks	3,156.57
After Game Meals & Snacks	7,225.48
Chocolate Milk Recovery Drinks	4,750.80
Pre Game- 8th & 9th	12,584.50
Pre-Game JV- Varsity	19,715.35
Rex Talk Food/Drink	882.22
Trainer Nutrition	4,706.41
Total Football Team Food & Drinks	**53,021.33**
Football Team Workout Gear	6,624.00
Lineman Camp	2,000.00
Off-Season Shirts	3,023.00
PHAST Training	26,000.00
Senior gifts	1,814.00
Team Camp	4,260.00
Teambuilding	1,800.00
Total Football Team Expense	**101,545.31**
Fundraising Expense	
Ram Zone Inventory	38,516.03
Meet the Rams Tshirts	-1,000.00
Pink Out Tshirts	1,287.50
Ram Zone NoiseMakers	977.34
Total Ram Zone Inventory	**39,780.87**
Total Fundraising Expense	**39,780.87**
Operations	
Books, Subscriptions, Reference	
Microsoft Office	9.00
Total Books, Subscriptions, Reference	**9.00**

Owasso Rams Football Boosters

Profit and Loss

January - December 2022

	TOTAL
Check Order Fees	51.75
Homecoming Flowers	39.17
Insurance	612.00
Post Office Box Rental Fees	212.00
Postage, Mailing Service	17.80
Professional Website Plan	144.00
Sam's Club Membership	100.00
Supplies	46.04
Total Operations	**1,231.76**
Professional Services	
Accounting Fees	2,100.00
Quickbooks Online Fee	410.00
Total Accounting Fees	**2,510.00**
Total Professional Services	**2,510.00**
Total Expenditures	**$179,210.48**
NET OPERATING REVENUE	**$15,710.00**
NET REVENUE	**$15,710.00**

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Legal name of applicant: Owasso Rams Golf Booster Club

Organization's address: P.O. Box 801
Owasso, OK 74055

Organization's federal ID#: 26-0027159

Organization's representative From whom additional Information can be obtained: Eric Williams, President

Applicant's phone# & e-mail: 405-696-9799, eric_c_williams@hotmail.com

Statement of purpose and goals:

The object of ORGBC is to promote amateur golf of all persons, stimulate interest in the golf program at the High School and Middle School levels, and financially supplement the golf programs through fundraising activities.

Describe your organizational structure and membership requirements:

Officers include President, Vice President, Secretrary & Treasurer. Membership in ORGBC is open and dues shall be $25 per person per year. All coaches and current players are members and are exempt from dues.

Describe how the District and its students will benefit if the organization is sanctioned:

The District and students will benefit because ORGBC will help promote golf with Owasso Schools and the communtiy. The ORGBC will also financially supplement the golf programs through fundraising activities.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

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4. Deliver this application and required attachments to:

Owasso Public Schools
Attn: Business Office
1501 N. Ash
Owasso, OK 74055

Owasso Rams Golf Booster Club
Name of Applicant (Organization)

04-13-2023
Date

Signature of Applicant representative

Approval (Board of Education)

Date

Owasso Rams Golf Booster Club
Treasurer's Report 2022 Summary

Period: 01/01/2022-12/31/2022

Bank Balance as of 1/1/22		$62,225.60
Receipts:		
Tournament Fundraiser Receipts	$42,244.94	
Banquet Receipts	$1,867.42	
Other Donations	$600.00	
Membership Dues	$575.00	
Shirt Order	$226.00	
		$45,513.36
Disbursements:		
Tournament Fundraiser Disbursements	($13,713.11)	
Uniforms	($13,607.38)	
Meals & Snacks	($4,157.09)	
Golf Bags and Shoes	($3,120.00)	
Hotels	($2,772.81)	
Banquet Disbursements	($2,721.18)	
Golf Balls	($2,315.00)	
Scorecard Covers and Hand Warmers	($1,144.94)	
Tournament Entry Fees and Practice Rounds	($963.35)	
Practice Facility Usage	($500.00)	
PO Box Rental	($166.00)	
Tournament Gas	($117.00)	
		($45,297.86)
Bank Balance as of 12/31/2022		**$62,441.10**

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Legal name of applicant: Owasso Rams Mock Trial Booster Club

Organization's address: PO Box 291

Owasso OK 74055

Organization's federal ID#: 81-2942196

Organization's representative From whom additional Information can be obtained: Karri Hughes

Applicant's phone# & e-mail: 918-504-8621 owassoramsmocktrial@gmail.com

Statement of purpose and goals:

to support the students, teachers and coaches of the Owasso Mock Trial Team

Describe your organizational structure and membership requirements:

member elected officer board with other members attending meeting and participating in discussions

Describe how the District and its students will benefit if the organization is sanctioned:

OMT will assist in fundraising for the activity needs and special projects for the OMT teams. Funds raised will be dispersed as needed for Mock Trial events

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

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   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Rams Mock Trial Booster Club

Name of Applicant (Organization)

4/20/2023

Date

Karri Hughes

Signature of Applicant representative

Approval (Board of Education)

Date

Owasso Rams Mock Trial Booster Club					
Bank Log 2022-2023					
First Bank of Owasso					
Account Number 870460					
Date	Transaction	Deposit	Withdrawal	Balance	Notes
5/31/2022	**Starting Balance**			**$1,852.23**	
6/9/2022	Check 1110 - Daman Cantrell		$400.00	$1,452.23	Reimburse for Empire Trip
6/10/2022	Venmo Payment - Karri Hughes		$425.00	$1,027.23	Banquet reimbursement
6/30/2022	Service Charge		$0.50	$1,026.73	
10/31/2022	Venmo Payment - Karri Hughes		$204.00	$822.73	Pizza reimbursement for Newbie Night
12/19/2022	Check 1151 - USPS		$108.00	$714.73	12 month subscription for PO Box
1/11/2023	Venmo Deposit from Bokoshe - M	$375.00		$1,089.73	
1/17/2023	Check Classical Christian - MLK	$450.00		$1,539.73	
1/17/2023	Check Coweta - MLK	$280.00		$1,819.73	
1/17/2023	Check Ponca City - MLK	$400.00		$2,219.73	
1/17/2023	Check Henryetta - MLK	$375.00		$2,594.73	
1/17/2023	Check Stillwater - MLK	$425.00		$3,019.73	
1/17/2023	Check Stillwater - MLK (Personal)	$25.00		$3,044.73	
1/17/2023	Check Stillwater - MLK (Personal)	$25.00		$3,069.73	
1/24/2023	Venmo Payment - Karri Hughes		$1,087.68	$1,982.05	Food for MLK
2/15/2023	Check Victory - MLK	$400.00		$2,382.05	
2/21/2023	Venmo payment - Kyra Schmidt		$50.07	$2,331.98	Food for OBA
3/2/2023	Check Epic Tulsa - MLK	$350.00		$2,681.98	
3/3/2023	Venmo Payment - Daman Cantrell		$1,200.00	$1,481.98	Food for multiple OBA lunches and MLk Expenses
4/21/2023	**Ending Balance**			**$1,481.98**	

Owasso Rams Mock Trial Booster Club By-Laws
April 2023

ARTICLE I- NAME

The name of this organization shall be known as Owasso Rams Mock Trial Booster Club. This is a non-profit organization.

ARTICLE II - MISSION STATEMENT

A. The mission of the Owasso Rams Mock Trial Booster Club is to create an organization to assist in fundraising for the activity needs and special projects for the Owasso Mock Trial Teams. Funds raised will be dispersed, as needed, for Mock Trial events.
B. The booster club wishes to promote a common fundraising goal between Owasso Public Schools and the parent organization.
C. The organization is solely for charitable purposes, as herein described and nothing contained herein shall be construed to be in violation of section 501 (C) (3) of the Internal Revenue code.

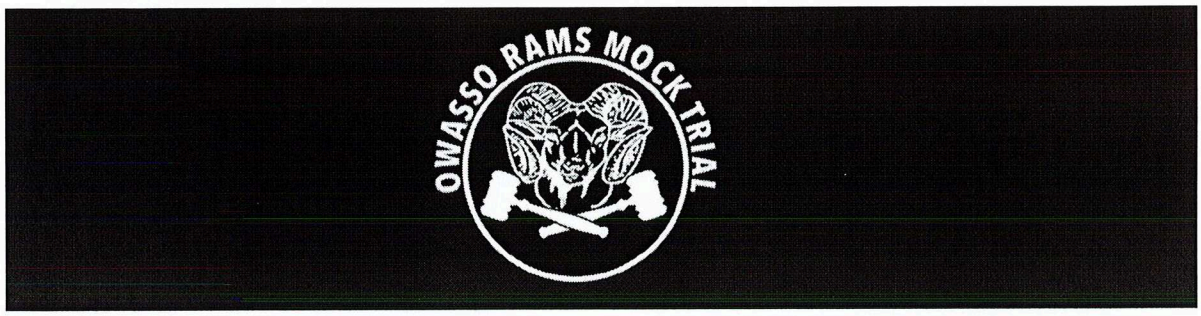
ARTICLE III – MEMBERSHIP

Section 1. Membership shall consist of:

A. Parent or legal guardian of students
B. Relatives and friends of students
C. Members of Board of Directors
D. Or any interested individual who subscribes to the objectives and basic policies of the organization, without regard to race, color, creed, national origin or religion.

Section 2. Members in Good Standing

A. Only members who have paid annual dues are considered in good standing and are therefore eligible voting members at the General Membership and Annual Meetings.
B. Individuals may join the Booster Club at any time during the school year; however, full annual dues must be paid to be considered in good standing.



ARTICLE IV - MEETINGS

Section 1. General Membership Meeting

The date of the general membership meeting shall be set by the Board of Directors who shall also set the time and place. There will be at least one general membership meeting.

Section 2. Annual Meeting

An Annual Membership Meeting date will occur in May each year for the purpose of electing the Board of Directors, receiving reports, reviewing By-Laws, and for the transaction of such business as may properly come before the meeting.

Section 3. Notice of Meeting

Notice of each General Membership Meeting, shall be posted electronically at least seven days in advance of the meeting. Such notice shall include the place, date, time and purpose of the meeting.

ARTICLE V - BOARD OF DIRECTORS

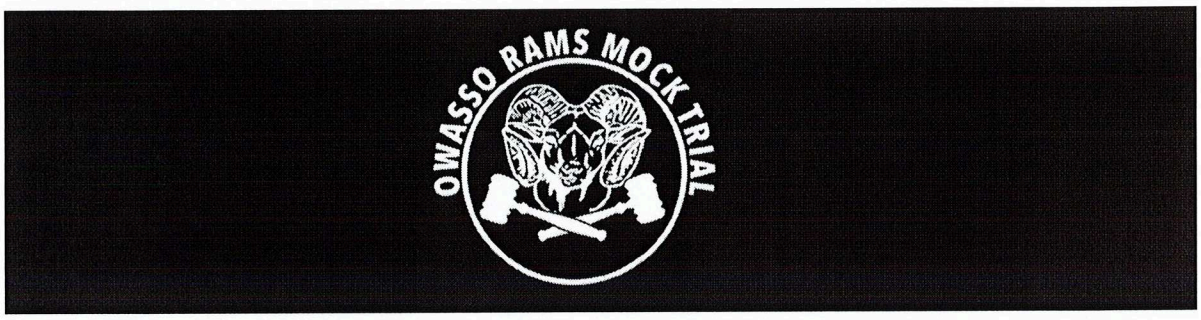
Section 1. Authority

The board of Directors shall be the governing body of the Booster Club and shall be charged with the full responsibility for the policy and conduct of all phases of the program.

Section 2. Officers of the Board of Directors.

The following shall be the Officers and voting members of the Board of Directors:

A. President
B. Vice-President
C. Secretary
D. Treasurer
E. Director of Communication
F. Other officers as become necessary or advisable



Section 3. Terms of Office

The voting members of the Board of Directors shall be elected by the Members at the Annual Meeting for a term of one (1) year and will be eligible for re election annually. Incoming officers shall assume office following the May election and shall enter into the performance of their duties and shall continue in office until their successor has assumed office. A nominating committee will be appointed by the President each April to place names of individuals on the slate of nominees for the Annual Meeting.

Section 4. Vacancies

Vacancies occurring during the year shall be filled by appointment of the President and approved by the officers.

Section 5. Quorum

A quorum must be attended by at least 50 percent of the Board members before business can be transacted or motions made or passed.

Section 6. Duties of Officers

President

A. Presides at all meetings of the Booster Club and is an Ex-officio member of all
B. Committees, except the Nomination Committee.
C. Conducts the affairs of the Boosters and execute the policies established by the Board.
D. Communicate to the Board such matters as deemed necessary, and make suggestions
E. that promote the welfare and achieve the objectives of the Booster Club.
F. Act on behalf of the Board, with their approval on matters of contracts, leases, and
G. and purchases in the name of the Booster Club.
H. Investigate complaints, irregularities, and conditions detrimental to the Booster Club
I. And report to the Board as necessary.
J. Present a report of the condition of the Booster Club at the Annual Meeting.
K. Will be second signer on the Booster Club bank account in event the Treasurer is
L. unavailable to perform Treasurer duties.
M. Designates members of Nominating Committee and Audit Committee in April of each
N. year.

Vice-President

A. In the President's absence acts for the President.
B. Responsible for chairing committees as designated by the Board.

Secretary

A. Responsible for keeping records of Board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to Board members, and assuring the corporate records are maintained.
B. Provides meeting minutes to Board of Directors and general membership as directed by the board.

Treasurer

A. Maintains a list of all Booster Club Members with their correct contact information.
B. Provides a list of Members in Good Standing to the Secretary prior to General Membership Meetings for voting purposes.
C. Receives, disburses and is custodian of all funds of the Club.
D. Collects dues.
E. Keeps a record of all receipts and disbursements of the Booster Club
F. Submits a monthly balance statement at Board, General Membership and Annual Meetings.
G. Will prepare all financial records and present to internal Audit Committee, as appointed by the President, in April of each year to the end of his/her term.
H. Assists Board in establishing budgets for the upcoming year.

Director of Communication

A. Be responsible for maintaining the Owasso Mock Trial Booster Club Facebook page.
B. Be responsible for all other communications of Booster actions as requested by the Board

ARTICLE VI – FINANCIAL AND ACCOUNTING

Section 1. Compensation

No Director, Officer, or Member shall receive, directly or indirectly, compensation from the Booster Club. All positions in the organization are strictly voluntary.

Section 2. Fiscal Year

The fiscal year of the Booster Club shall begin on July 1 and end on June 30.

Section 3. Budget

The Board of Directors shall adopt an annual budget of income and expenses under the direction of the President and the Treasurer. The Board shall make the budget available to Members at General Membership Meeting and Annual Meetings.

Section 4. Expenditures

Only by a majority vote of the Board of Directors may any individual be authorized to spend money for fundraising expenses.

Section 5. Participation

It is necessary for students/parents to participate in at least half of all fundraising opportunities to be eligible to receive Booster Club benefits.

ARTICLE VII – AMENDMENTS

These By-Laws may be amended, repealed or altered in whole or in part by a majority vote by the Board of Directors. Proposed amendments must be submitted to the Secretary to be sent out with regular board announcements.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

Where specific provision has not been made in these bylaws regarding parliamentary procedures for the conduct of business at all meetings of the Owasso Mock Trial Booster Club, meetings will be conducted in a manner consistent with Robert's Rule of order, latest revision.

These By-Laws were approved by the Board of Directors on
President's Name: Karri Hughes
President's Signature: Karri Hughes 4/21/2023
Federal EIN No. 81-2942196

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Odyssey of the Mind Booster Club

Organization's address: 17805 E 95th St N

Owasso, OK 74055

Organization's federal ID#: 20-0454721

Organization's representative From whom additional Information can be obtained: Richard Zamor

Applicant's phone# & e-mail: (918) 892 6182

Statement of purpose and goals:

Create an organization to assist in fund-raising for Owasso Odyssey of the Mind activities.

Promote a common goal between schools and a parent organization to better fund an OM program.

Group is organized solely for charitable purposes according to IRS guidelines.

Describe your organizational structure and membership requirements:

Membership in OMBA shall be open to any parent, legal guardian, teacher, or interested individual who subscribes to the basic policies and objectives of the organization without regard to race,color, creed, national origin, or religion.

Describe how the District and its students will benefit if the organization is sanctioned:

With approved sanctioning, the District benefits by having a program that provides a structured outlet that promotes creative problem solving techniques, and opportunities for students to expand critical thinking skills outside the classroom.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Odyssey of the Mind Booster Club (OMBA)

Name of Applicant (Organization)

Approval (Board of Education)

4/26/2023

Date

Date

Signature of Applicant representative

Odyssey of the Mind Booster Association (OMBA)
Financial Activity

Financial Activity

During the course of a school year, the Odyssey of the Mind Booster Association (OMBA) typically raises funds to support and cover expenses within the following items or functions:

State Membership & Competition Fees:

Team registration fees for Regional and State competitions within Oklahoma.

Supplies

supporting the construction of items used in the presentation of a team's solution:
Including: Paint, Cardboard, brushes, thread, old clothes, etc.

Souvenir t-shirts

To recognize the students' effort to create a solution for an OM problem.

Tools:

Purchase and set up hand-and power tools at the pre-fab as needed for teams to construct items for their solutions.

Odyssey of the Mind Booster Association (OMBA)
Financial Activity

May 2022 through April 2023

Balance May 1, 2022:			**6,554.64**
Income:			
		0.00	
	Total Income		0.00
Expenses			
	Bank Fees and Checks	30.00	
	Registration Fee, State	140.00	
	State T-shirts	120.00	
	Total Expenses		290.00
Balance April 30, 2023:			**6,264.64**

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Legal name of applicant: Owasso Varsity Pom Booster Club

Organization's address: PO Box 1701
Owasso OK 74055

Organization's federal ID#: 84-22-69081

Organization's representative From whom additional Information can be obtained: Denise Pauls

Applicant's phone# & e-mail: 414-861-5388 dmpauls@sbcglobal.net

Statement of purpose and goals:

Promote the development of the sport of competitive dance through organized training, education and performance.

Describe your organizational structure and membership requirements:

The business affairs will be managed and controlled by a Board of Officers which will consist of President, Vice President, Secretary and Treasurer. Annual dues of $50 per household will entitle parents to one vote each on all motions at said meetings.

Describe how the District and its students will benefit if the organization is sanctioned:

OVPBC will help promote unity, sportsmanship, school spirit and reduce costs to families while representing the Owasso school district in a positive manner.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Varsity Pom Booster Club
Name of Applicant (Organization)

Approval (Board of Education)

4-20-23
Date

Date

Signature of Applicant representative

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
Uniforms & Dues					
INCOME					
Club Dues	21	$20.00	$400.00	$420.00	$420.00
Uniform Rental	21	$100.00	$1,000.00	$2,100.00	$2,100.00
Black & Pink	21	$85.05	$1,556.00	$1,786.05	$1,786.05
LuLulemon	18	$80.06	$1,200.90	$1,441.08	$1,604.75
Rhinestones earrings/Lipstick	21	$30.00	$598.46	$630.00	$319.41
Varsity			$6,196.58	$4,072.38	$4,072.38
Camp Gear (shirts)	21	$66.81	$1,750.81	$1,403.01	$1,403.01
Camp Gear (bows)	21	$30.50	$550.00	$640.50	$640.50
Camp Gear (shorts)	21	$50.00		$1,050.00	$1,050.00
BSN			$5,505.00	$6,224.44	$5,952.14
Fluffy Poms	21	$34.58		$726.18	$726.18
Storage Box	7	$13.00		$91.00	$46.58
Garment Bag	7	$25.00		$175.00	$175.00
Total			**$18,757.75**	**$20,759.64**	**$20,296.00**
EXPENSES					
Black & Pink			$1,556.00	$1,100.00	$1,786.05
LuLulemon			$1,196.40	$1,700.00	$1,604.75
Roster Shirts					$1,012.00
Rhinestones earrings/Lipstick	21	$30.00	$598.46	$630.00	$569.16
Garment Bag	7			$175.00	$161.50
Uniform Fill in	2			$2,014.95	$2,014.95
T-Shirts				$1,403.01	$1,513.00
Storage Box				$91.00	$46.58
Fluffy Poms				$726.18	$882.00
Shorts				$1,050.00	$814.00
Varsity			$6,864.60	$6,002.00	$4,272.35

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
BSN			$5,505.00	$3,400.00	$4,088.99
Bows					$780.00
Total			**$15,720.46**	**$18,292.14**	**$19,545.33**
Camp					
INCOME					
Camp Fees	21	$350.00	$5,000.00	$7,350.00	$7,350.00
Total			**$5,000.00**	**$7,350.00**	**$7,350.00**
EXPENSES					
Choreography			$1,475.00	$750.00	$910.00
DTU Choreography				$3,570.00	$3,570.00
Guest Speakers			$100.00	$200.00	$200.00
Meals 4 days	23	$40.00	$318.12	$920.00	$924.34
Evening Activities			$1,271.25	$1,555.00	$1,742.28
Camp item Mis. (gift crimson shorts)	21	$24.00	$425.33	$504.00	$616.50
Total			**$3,589.70**	**$7,499.00**	**$7,963.12**
Meet and Greet					
INCOME					
Pizza/drink/dessert	21	$15.00	$300.00	$315.00	$315.00
Total			**$300.00**	**$315.00**	**$315.00**
EXPENSES					
Pizza/drink/dessert			$450.00	$315.00	$369.99
Total			**$450.00**	**$315.00**	**$369.99**

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
Football					
INCOME					
Activity Meal & Event Fee	21	$130.00	$2,000.00	$2,730.00	$2,730.00
Senior Sashes	5	$15.00			$75.00
Total			**$2,000.00**	**$2,730.00**	**$2,730.00**
EXPENSES					
Game day pack (gloves)	21	$3.00		$63.00	
Halloween	21	$15.00		$315.00	$290.60
Christmas					$202.84
Locker room decorations					
Meals					$2,258.95
water/snacks					$154.20
Senior night	5	$20.00	$108.92	$100.00	$108.82
Meet the Rams filler for box					$140.89
Senior Sashes	5	$15.00			
Total			**$108.92**	**$478.00**	**$3,156.30**
Fall POM Clinic					
INCOME					
Registration (no # cap on participants)	100	$35.00	$2,770.00	$3,500.00	$4,865.00
Photo	40	$5.00	$145.00	$200.00	$375.00
T-Shirt Sponsors			$600.00	$0.00	
Extra parent shirt sales				$0.00	$134.00
Raffle				$0.00	$430.00
Merchandise at Clinic				$0.00	$505.19
Total			**$3,515.00**	**$3,700.00**	**$6,309.19**
EXPENSES					
Paper for flyers/tatts				$100.00	

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
Snacks				$100.00	$72.97
Gym/Janitor			$50.00	$50.00	$0.00
T-shirts campers	121	$10.00	$1,006.00	$1,210.00	$1,215.50
Poms x 600			$215.71	$500.00	$198.09
Service fees				$60.00	
Pizza for team			$96.13		
Total			**$1,367.84**	**$2,020.00**	**$1,486.56**
Winter POM Clinic					
INCOME					
Registration (250 participants cap)	80	$35.00	$3,045.49	$2,800.00	$4,596.85
Photo	30	$5.00		$150.00	
				$0.00	
				$0.00	
Total			**$3,045.49**	**$2,950.00**	**$4,596.85**
EXPENSES					
Paper for flyers				$100.00	$0.00
Snacks			$61.47	$100.00	$72.97
Gym/Janitor			$50.00	$50.00	$200.00
T shirts for campers	150	$9.00	$828.00	$1,350.00	$912.00
Poms					$117.44
Balloons for decoration					$20.69
Service fees				$60.00	
Pizza for team			$118.36	$120.00	
Total			**$1,057.83**	**$1,780.00**	**$1,323.10**
Mr. Owasso					

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
INCOME					
Sponsorships			$250.00	$250.00	$250.00
Registration	22	$20.00	$400.00	$440.00	$480.00
Ticket Sales					$3,550.00
video					$360.00
Crowd Favorite Voting			$4,943.91	$5,000.00	$1,758.00
Total			**$5,593.91**	**$5,690.00**	**$6,398.00**
EXPENSES					
T-shirts			$345.00	$400.00	$480.00
Crown				$15.00	
Sashes				$150.00	
Program				$250.00	
Winners				$175.00	
Inflatable Guitars					$46.09
Breakfast Donuts				$50.00	
Tickets,ink pad, cash boxes					$26.29
Total			**$345.00**	**$1,040.00**	**$552.38**
Competitions TSF/DTU/STATE					
INCOME					
All State Qualifier	5	$50.00	$250.00	$250.00	$250.00
Solos	1	$60.00	$450.00	$60.00	$60.00
State T-shirts(optional for parents)					$140.00
Total			**$700.00**	**$310.00**	**$310.00**
EXPENSES					
Enrty Fees (DTU Tulsa}	2	$600.00		$1,200.00	$1,056.00
Entry Fees (DTU regionals)	2	$300.00	$519.00	$600.00	$704.00
Entry fee (State)	3	$250.00	$720.00	$750.00	$525.00

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
Entry fee (Game Day State)					
State T-shirts(optional for parents)					$140.00
Misc. items			$264.00	$300.00	
Solos			$450.00	$450.00	$60.00
All State qualifier			$250.00	$250.00	$250.00
Costumes (21 x 2)	42	$160.00	$5,844.78	$6,720.00	$5,859.00
Competition hair Pieces	42	$5.00	$80.00	$210.00	
Coaches Fee					$20.00
Rhinestones for Costumes	21				$2,180.00
Rhinestones for Uniform					$101.40
Total			**$8,127.78**	**$10,480.00**	**$10,895.40**
Competition Nationals					
INCOME					
National fees	21	$2,000.00	$30,000.00	$42,000.00	$26,250.00
DTU nationals shirt					
Parent national shirts		$12.00			
Food					
Total			**$30,000.00**	**$42,000.00**	**$26,250.00**
EXPENSES					
National fees Deposit					$1,000.00
Music Fees			$300.00		$350.00
Registration			$19,017.00	$20,000.00	$23,521.00
Plane tickets	23	$500.00	$9,724.00	$11,500.00	$9,442.41
Transportation			$363.60	$800.00	
Food	23	$225.00	$3,997.51	$5,175.00	$5,922.03
Snacks for room			$199.08	$200.00	$475.42
Costume Hairpieces	21		$85.00	$100.00	

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
National shirts (girls)	23		$1,128.00	$1,150.00	$1,357.00
Activities / Universal FastPass	23		$3,748.58		$3,593.16
Misc.			$42.51		$49.96
National fees refund					
Nationals Gift					$1,410.99
Total			**$38,605.28**	**$38,925.00**	**$45,710.98**
Banquet					
INCOME					
Ticket Money Families	75	$18.00	$645.00	$1,350.00	$1,142.00
Photo book purchased pages			$480.00	$480.00	$560.00
Total			**$1,125.00**	**$1,830.00**	**$1,702.00**
EXPENSES					
Rental/Janitor				$50.00	
Food 100 people x $15/each			$870.90	$1,000.00	$1,248.49
Plates/Napkins/Utensils			$66.33	$66.00	$108.52
Cake/cookies			$175.00	$100.00	$203.94
Decorations			$31.87	$100.00	$158.94
Books			$865.66	$1,000.00	$1,323.07
Gift for seniors	5		$79.90	$100.00	$118.35
Gift for coaches	3		$90.48	$100.00	$150.00
Gifts			$650.62	$100.00	
Lulu Shorts	20	$60.00	$1,200.00		
Total			**$4,030.76**	**$2,616.00**	**$3,311.31**
Fundraisers TBD					
INCOME					
Amazon Smile					$417.80

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
RaiseRight					$1,980.98
Blankets	39	$55.00	$600.00	$2,145.00	$880.00
FOR Camp			$2,160.00	$2,000.00	$1,890.00
Rust & Ruffles Owasso Shirt Fundraiser			$1,460.00	$1,300.00	$704.00
Spirit Sprinkle			$1,490.00	$1,200.00	$905.00
Owasso postcard shirt (Mondo Bloc)			$395.25	$400.00	$789.00
Donations			$2,771.46		$750.00
Earrings				$0.00	
Bread			$3,894.00	$4,000.00	$9,763.00
Ram Totes			$1,260.00	$120.00	$300.00
Recycle Bags			$75.00	$300.00	
Rams Soap			$182.00		
Freddy's					$304.87
Honey Bows					$300.00
Community 100					$2,750.00
Coin Challenge Girls Collection					$732.80
Total			**$14,287.71**	**$11,465.00**	**$16,285.87**
EXPENSES					
Spirit Sprinkle					$90.00
RaiseRight selling cards to members					$1,042.70
Gathering on Main Reg. Fee					$50.00
Blankets					
Bread Frundraiser					$5,931.00
Ram Totes			$766.67		$756.66
Recycle Bags					
Rams Soap			$102.38		
Honey Bows					$466.00
			$869.05	**$0.00**	**$8,336.36**

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
MISC.					
INCOME					
Mother Daughter Brunch					$986.00
Owasso Spirit Shirt sponorship	8	$75.00	$500.00	$600.00	
State shirt sponsor					
State Sweatshirt (Parents)			$504.00		$619.00
Optional state shirt					$208.00
				$0.00	
Unified POM Shirt			$102.00	$125.00	$210.00
Varsity POM Tryout Fee	30	$20.00		$600.00	
Total			**$1,106.00**	**$1,325.00**	**$1,037.00**
EXPENSES					
Mother Daughter Brunch					$986.39
Long Sleeve T-shirt	20	$20.00		$400.00	
State Sweatshirt	20	$25.00	$1,224.00	$500.00	$1,540.00
Owasso Spirit Shirt	20	$20.00	$390.50	$400.00	
State T-shirt					
Optional state shirt					
State Sweatshirt (Parents)					
Christmas shirt			$308.00		$345.00
Unified POM Shirt	10	$15.00	$204.00	$150.00	$280.00
Halloween bows					
Snapfish replacement book					$85.24
Printing/paper				$200.00	$28.61
Board meeting planning			$134.65		
Post Office Box 1701 Owasso			$150.00	$150.00	$171.00
Deposit slips/checks/ fees/stamps			$10.00		$125.48

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
Tax ID Parent Booster USA			$717.60	$600.00	$600.00
Game Day Signs				$400.00	$295.00
Uniforms				$4,000.00	
Square Space					$165.00
Senior Sashes	5	$15.00			
Total			**$3,138.75**	**$6,800.00**	**$3,470.33**

Total Income					
Total Expenses					

8TH GRADE POM					
INCOME					
Club Dues	9	$20.00	$250.00	$180.00	$180.00
Uniform Rental	9	$50.00	$500.00	$450.00	$450.00
Camp Fees	9	$463.33		$4,169.97	$4,169.97
Black & Pink	9	$85.05	$333.00	$765.45	$765.45
Varsity	9		$1,473.50	$3,104.82	$3,104.82

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
BSN	9		$126.00	$2,098.00	$2,188.26
Amazon	9		$1,822.42		
OSDTDA regionals	9		$250.00	$250.00	$320.00
DTU	9	$22.00	$200.00	$200.00	$176.00
Team t-shirts	10	$42.67	$204.50	$426.70	$426.70
OSDTDA Coach's fee	1	$20.00			$20.00
Leggings	9	$29.00		$261.00	$261.00
Bows	9	$15.50		$139.50	$139.50
Team Photos			$200.00	$200.00	
State Poms			$265.50	$265.50	
8th Grade POM Tryout Fee	15	$20.00		$300.00	
Total			**$5,624.92**	**$12,810.94**	**$12,201.70**
EXPENSES					
Black & PInk	9		$333.00	$765.45	$765.45
Varisty	9		$1,473.50	$3,104.82	$2,139.75
BSN	9		$126.00	$2,098.00	$1,289.97
Amazon	9		$1,822.42		
OSDTDA			$250.00		$320.00
DTU Summer Camp					$4,170.00
DTU Tulsa			$200.00		$383.00
Team t-shirts			$204.50	$426.70	$384.00
Leggings				$261.00	$264.28
Bows	9	$15.50		$139.50	
Team Photos			$200.00	$200.00	
State Poms			$265.50	$265.50	$428.00
OSDTDA Coach's fee			$20.00	$20.00	$20.00
Lipstick & Earrings	9				$95.56
Speaker					$277.95

	Total Students	Student Price	Last Year 2021 - 2022	Budget 2022 - 2023	Actual 2022 - 2023
Costumes					$1,016.00
Refunded Pep Dress					-$131.90
Banquet Gift					$196.26
Total			**$4,894.92**	**$7,280.97**	**$11,618.32**
Total Income					
Total Expenses					

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Legal name of applicant: Owasso Rams Soccer Busters

Organization's address: _____

_____

Organization's federal ID#: 73-1577338

Organization's representative From whom additional Information can be obtained: Scott Reeves

Applicant's phone# & e-mail: 918-630-7611 / mscottreeves@me.com

Statement of purpose and goals:

to promote the progressive development of youth soccer through organization, training and education; to organize soccer team(s) to compete and participate in youth soccer; to promote the progressive development of the sport of soccer; to receive gifts, legacies, membership fees and donations from any and all sources whatsoever to be used solely to promote the health, welfare and recreation of the sport of soccer in Owasso Public Schools.

Describe your organizational structure and membership requirements:

Open to any 18 and older interested in OPS soccer. All members are entitled to vote. Executive board consists of president, vice president, publicity chairman, secretary, treasurer, Fundraising Chair (Concessions) and immediate Past President (Ex-officio)

Describe how the District and its students will benefit if the organization is sanctioned:

It will be able to continue supporting OPS soccer.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

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Owasso Public Schools
Attn: Business Office
1501 N. Ash
Owasso, OK 74055

Owasso PAMS Booster Club
Name of Applicant (Organization)

Approval (Board of Education)

4/18/23
Date

Date

Stacy Kendall
Signature of Applicant representative

Owasso Soccer Booster Club - Boys
Bank Reconciliation - March 2023

	Date	Amount
Beginning Balance	3/1/2023	$ 6,869.20
Deposits:		
Boys concessions income	3/7/2023	357.98
Boys scrimmage gate income	3/7/2023	1,235.00
Transfer from Girls account - Girls Lockerroom supplies	3/10/2023	289.31
Transfer from Girls account - 1/2 donation for Player of the game shirts	3/10/2023	352.00
Transfer from Girls account - Girls meals Union game	3/10/2023	512.70
Deposit from Venmo - Girls Booster Dues	3/21/2023	30.00
Deposit from Venmo - Popcorn Profit concessions	3/21/2023	69.00
Deposit from Venmo - Boys consessions income	3/21/2023	188.58
Transfer from Girls account - Senior pics for banners - girls 1/2	3/27/2023	60.00
Transfer from Girls account - Girls team event in Stillwater	3/27/203	250.00
Transfer from Girls account - Girls meals in Stillwater	3/27/2023	308.76
Transfer from Girls account - Girls gear	3/27/2023	1,398.50
Transfer from Girls account - Girls Lockerroom supplies	3/28/2023	79.59
Void check# 1061		150.00
Void check# 1095		51.93
Total:		$ 5,333.35
Expenses:		
Transfer to Girsl account for socks expense	3/10/2023	45.00
Reimburse Stacey Kendall - Boys concessions	3/13/2023	19.47
Reimburse Scott Reeves - Boys concessions	3/13/2023	63.22
Reimurse Scott Reeves - Boys concessions	3/13/2023	96.91
Reimburse Mandi Everett - Boys goody bags	3/13/2023	135.93
Reimburse Debbie Rhein - Girls lockerroom supplies	3/13/2023	289.31
Reimburse Stacey Kendall - Boys team building lunch	3/13/2023	444.14
Reimburse Scott Reeves - Girls meals for Union game	3/13/2023	512.70
Reimburse Scoot Reeves - Player of the game shirts - 1/2 boys 1/2 girls	3/13/2023	704.00
Transfer to Girls account for Girls donation for lockerroom supplies	3/20/2023	50.00
Ck# 1102 - Hilldale Soccer - Owasso Boys JV Tournament	3/24/2023	200.00
Reimburse Stacey Kendall - Boys service project	3/28/2023	51.93
Reimburse Mandi Everett - Boys goody bags	3/28/2023	99.08
Reimburse Stacey Kendall - Senior pics for banners - 1/2 boys 1/2 girls	3/28/2023	120.00
Reiiburse Scott Reeves - Girls team event in Stillwater	3/28/2023	250.00
Reimburse Scott Reeves - Girls meals in Stillwater	3/28/2023	308.76
Reimburse Scott Reeeves - Girls gear	3/28/2023	1,398.50
Reimburse Debbie Rhein - Girls lockerroom supplies	3/29/2023	79.59
Reimburse Mandi Everett - Boys goody bags	3/29/2023	119.55
Reimburse Coach Bolding - Boys team meals	3/30/2023	50.00
Reimburse Coach Bolding - Boys team meals	3/30/2023	205.15
Total:		$ 5,243.24
Ending Balance	3/31/2023	$ 6,959.31

Page 1

Owasso Soccer Booster Club - Girls
Bank Reconciliation - March 2023

	Date	Amount
Beginning Balance	3/1/2023	$ 6,061.63
Deposits:		
Transfer from Boys account - socks expense	3/10/2023	45.00
Transfer from Boys account - girls lockerroom supplies donation	3/20/2023	50.00
Total:		$ 95.00
Expenses:		
Transfer to Boys account - Debbie Rhein - Girls Lockerroom	3/10/2023	289.31
Transfer to Boys account - 1/2 Donation for Player of the Game Shirts	3/10/2023	352.00
Transfer to Boys accounts - Scott Reeves - Girls Meals - Union game	3/10/2023	512.70
Transfer to Boys account - Stacey Kendall - 1/2 expense for pics for Senior banners	3/27/2023	60.00
Transfer to Boys account - Scott Reeves - Girls Team Event Stillwater	3/27/2023	250.00
Transfer to Boys Account - Scott Reeves - Girls meals Stillwater	3/27/2023	308.76
Transfer to Boys account - Scott Reeves - Girls gear	3/27/2023	1,398.50
Transfer to Boys account - Debbie Rhein - Girls Lockerroom	3/28/2023	79.59
Total:		$3,250.86
Ending Balance	3/31/2023	$2,905.77

Page 1

Owasso Soccer Booster Club
Sanctioning Financial Report
For the Year 2022

Beginning Cash Balance 1/1/2022	17,085.73
Income	
Fundraising	24,336.72
Fancloth/Gear	3,453.04
Memberships	1,290.00
Concessions	3,658.62
Run	224.00
General club donations	818.00
Yard signs	822.50
Banquet	4,407.91
Total Income	39,010.79
Expense	
Fundraising	(1,371.71)
Fancloth/Gear	(5,978.39)
Concessions	(1,973.18)
Run	(28.62)
Owasso Athletics-Concessions	(168.54)
Awards/Trophies/Banners	(1,225.98)
Checks/Banking	(159.50)
Referees/Tournaments/Training/Alabama	(24,841.91)
Yard signs	(401.63)
Banquet	(4,447.46)
Lockerroom supplies	(390.15)
Player Meals	(2,808.87)
Owasso soccer - player funds- run	(1,412.50)
Total Expense	(45,208.44)
Ending Cash Balance 12/31/2022	10,888.08

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

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Legal name of applicant: Owasso Softball Booster CLub

Organization's address: PO Box 2030
Owasso Ok 74055

Organization's federal ID#: 75-2990839

Organization's representative From whom additional Information can be obtained: Shawn Thomas

Applicant's phone# & e-mail: 9186404192 - Thomas4sooners@yahoo.com

Statement of purpose and goals:

The Booster club is to serve, and promote the Game OF Softball, to assist coaches, Players and managers throug involvement with fund raising and community support. To encourage, Facilitate and further develop the Qualities OF leader ship and sportsma ship

Describe your organizational structure and membership requirements:

The BB Boostr club is made up of a President, VP and Treasurd and secretary. All player Parents are encourgd to Join

Describe how the District and its students will benefit if the organization is sanctioned:

we help offset the cost of the Players and coaches that the school doesn't Pay. Meals Umpire fees, Travel, etc.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

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   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Softball Booster Club

Name of Applicant (Organization)

4/30/2023

Date

Signature of Applicant representative

Approval (Board of Education)

Date

2022 Owasso Softball Booster Club

Beginning Balance 01/01/2022		**8017.11**
Income:		
	Banquet Tickets	670
	Concession Stand	4215.25
	Fan Gear	1680.50
	Membership Dues	2760
	St Louis Player Fee	1600
	Miscellaneous Fundraisers	4638.29
	Union Festival	1600
Total Income		**17164.04**
Expenses:		
	Concession	4275.62
	Player Meals	1310.27
	Senior Night	1450.92
	Banquet	3972.16
	St Louis Trip	6622.94
	Tournament Fees	750
	Fan Gear	4101.72
	PO Box Renewal	106
	Total	**22589.63**
Ending Balance 12/31/2022		**2591.52**

OWASSO PUBLIC SCHOOLS
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Legal name of applicant: Owasso Rams Swim Team Booster Club

Organization's address: P.O. Box 1991
Owasso, OK 74055

Organization's federal ID#: 33-1187044

Organization's representative From whom additional Information can be obtained: Josh Wilson

Applicant's phone# & e-mail: (918) 906-7579 bbjosh2018@yahoo.com

Statement of purpose and goals:

To promote and stimulate interest in the swimming program at Owasso High School, to lend moral and financial support to all phases of the swimming program, to support and work with coaching staff in all possible ways, and to promote excellence in Scholastic and Athletic endeavors at Owasso High School.

Describe your organizational structure and membership requirements:

The Owasso Ram Swim Team Booster Club Board consists of a President, Vice President, Secretary and Treasurer, in addition to committees made up of parent volunteers. Booster club meetings are held monthly and memberships are $25 per family per year.

Describe how the District and its students will benefit if the organization is sanctioned:

We will work with students, parents and the community to support the success of the swim team and the student-athletes with positive encouragement and dedication. We are committed to stimulating future growth in the swim program and will do so by positive social media and school events.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

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   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Rams Swim Team Booster Club

Name of Applicant (Organization)

04/21/2023

Date

Josh Wilson

Signature of Applicant representative

Approval (Board of Education)

Date

Cash Flow

OR Swim Booster Club

Date Range: Aug 01, 2022 to Mar 31, 2023

CASH INFLOW AND OUTFLOW	Aug 01, 2022 to Mar 31, 2023
Operating Activities	
Sales	
Affiliate Accounts	$121.47
Booster Club Dues	$352.69
Fundraiser - Events	$318.80
Individual Donations	$160.17
Sponsorships	$2,814.75
Total Sales	**$3,767.88**
Purchases	
Cloud Services	-$274.00
Contract Services	-$843.18
General Supplies	-$53.50
Meet - Senior Night	-$369.79
Meet - State	-$2,935.90
Sponsorship Printing	-$446.51
Team Supplies	-$1,581.99
Total Purchases	**-$6,504.87**
Inventory	
Payroll	
Sales Taxes	
Other	
Net Cash from Operating Activities	**-$2,736.99**

Investing Activities	
Property, Plant, Equipment	
Other	
Net Cash from Investing Activities	**$0.00**
Financing Activities	
Loans and Lines of Credit	
Owners and Shareholders	
Other	
Net Cash from Financing Activities	**$0.00**

OVERVIEW

Starting Balance	
OR Swim Checking (584)	$7,632.35
Total Starting Balance	**$7,632.35** As of 2022-08-01
Gross Cash Inflow	$3,767.88
Gross Cash Outflow	$6,504.87
Net Cash Change	**-$2,736.99**
Ending Balance	
OR Swim Checking (584)	$4,895.36
Total Ending Balance	**$4,895.36** As of 2023-03-31

OWASSO PUBLIC SCHOOLS
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Legal name of applicant: Owasso Tennis Booster Club

Organization's address: PO Box 1554
Owasso, OK 74055

Organization's federal ID#: 46-1445310

Organization's representative From whom additional Information can be obtained: Brad Aylor

Applicant's phone# & e-mail: 713-907-7721 brad@themission.net

Statement of purpose and goals:

The Owasso Tennis Booster Club exists to promote interest in the Junior High, Junior Varsity, and Varsity tennis programs in Owasso, to lend moral and financial support to all phases of the tennis program, to cooperate and work, in all possible ways with the coaches and staff and to promote excellence in all scholastic and athletic endevors at Owasso Schools and the surrounding community.

Describe your organizational structure and membership requirements:

The Owasso Tennis Booster Club has four officers: President, Vice-President, Treasure, and Secretary. The membership requirement is a payment of dues in the amount of $30 for 6th grade, $60 for 7-8th grades and $75 for 9-12th grades.

Describe how the District and its students will benefit if the organization is sanctioned:

The Owasso Tennis Booster Club supports the district and its students by organizing community tennis events, raising fundsand organizing volunteers to support the Owasso School tennis program, and by assisting the facilities department with funding for tennis court maintenance and improvements.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

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   Owasso, OK 74055

Owasso Tennis Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

04/07/2023

Date

Date

Signature of Applicant representative

Owasso Tennis Booster Club

Financial Summary

8/1/2022 - 4/18/2023

CATEGORY	AMOUNT
INCOME	
Dues	$3,671.10
Fundraising Income	$4,228.60
Tennis Banquet Income	$790.00
TOTAL INCOME	**$8,689.70**
EXPENSES	
Pancake Breakfast Expenses	$1,808.91
Court Banners - Team and Seniors	$1,376.00
Coaches Breakfast for Home Tournament	$328.26
Petty Cash	$50.00
Website	$20.17
Team Expenses - Towels	$770.00
End of the Year JH Party	$296.42
Supplies	$228.80
Spirit Wear Order	$754.00
TOTAL EXPENSES	**$5,632.56**
OVERALL TOTAL	**$3,057.14**

OWASSO PUBLIC SCHOOLS
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Legal name of applicant: Owasso Rams Track & Cross Country Booster Club

Organization's address: PO Box 755
Owasso, OK 74055

Organization's federal ID#: 75-3050469

Organization's representative From whom additional Information can be obtained: Bethany Ashlock

Applicant's phone# & e-mail: 918-740-2758 ashlockbethany@gmail.com

Statement of purpose and goals:

To promote the Track/Field and Cross Country Program.

To partner w/ the coaches in making the program successful.

Describe your organizational structure and membership requirements:

The Booster Club shall be overseen by an elected committee with the membership open to all interested parties.

Describe how the District and its students will benefit if the organization is sanctioned:

Owasso Rams Track/Field and XC Booster club benefits the Owasso district, the coaches of the program as well as all student athletes. Student athletes from grades 7-12 participate in this program.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

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   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Bethany Ashlock

Name of Applicant (Organization)

Approval (Board of Education)

4/19/2023

Date

Date

Signature of Applicant representative

Owasso Rams Track & Cross Country Booster Club Inc

Statement of Activity

January - December 2022

	TOTAL
Revenue	
1000 Fundraising Income	
1000-2 Run Sponsorships	5,700.00
1000-3 Run Registrations	18,291.50
1000-4 Misc fundraising income	20.00
1000-5 Fairgrounds Fundraiser	2,905.46
1000-6 FanPledge Fundraiser	7,146.40
Total 1000 Fundraising Income	**34,063.36**
2000 Operating Income	
2000-1 General Donations	3,002.80
2000-2 Scholarship Donations	250.00
2000-3 Booster Club Dues	7,435.00
2000-4 Merchandise	3,019.00
2000-5 Gate Admissions	7,868.00
2000-6 Concessions Income	6,276.93
2100 HS XC Uniform Package	
2100-1 HS XC Uniforms	7,900.00
2100-2 HS XC Team Tee	520.00
2100-3 HS XC Banquet	2,540.00
Total 2100 HS XC Uniform Package	**10,960.00**
2200 HS Track Uniform Package	
2200-1 HS Track Uniforms	13,720.00
2200-2 HS Track Team Tee	850.00
2200-3 HS Track Banquet	1,285.00
Total 2200 HS Track Uniform Package	**15,855.00**
2300 JH XC Uniform Package	
2300-1 JH XC Uniforms	2,700.00
2300-2 JH XC Team Tee	540.00
2300-3 JH XC Banquet	810.00
Total 2300 JH XC Uniform Package	**4,050.00**

Owasso Rams Track & Cross Country Booster Club Inc

Statement of Activity

January - December 2022

	TOTAL
2400 JH Track Uniform Package	
2400-1 JH Track Uniforms	6,455.00
2400-2 JH Track Tees	1,280.00
2400-3 JH Track Banquet	3,960.00
Total 2400 JH Track Uniform Package	**11,695.00**
Total 2000 Operating Income	**70,411.73**
Total Revenue	**$104,475.09**
GROSS PROFIT	**$104,475.09**
Expenditures	
3000 Fundraising Expenses	
3000-2 Fairgrounds Fundraiser Expenses	906.00
3100 Run Expenses	415.00
3100-1 Run Permit	250.00
3100-2 Run Merchandise	9,087.93
3100-3 Run Advertising	88.75
3100-4 Run Timing	3,000.70
Total 3100 Run Expenses	**12,842.38**
Total 3000 Fundraising Expenses	**13,748.38**
4000 Coaches Budget/Expenses	
4000-1 Team Incentives	5,371.66
4000-2 Coaches Subscriptions	644.99
4000-3 Team Snacks	954.87
4000-5 Season Awards	192.00
4100 Travel Meets	625.52
4100-1 Entry Fees for Travel Meets	4,091.26
4100-2 Meals for Travel Meets	10,306.62
4100-3 Hotels for Travel Meets	8,625.39
4100-4 Charter Bus	10,475.00
Total 4100 Travel Meets	**34,123.79**
Total 4000 Coaches Budget/Expenses	**41,287.31**
5000 Operating Expenses	
5000-1 Scholarships Awarded	250.00
5000-10 Bank fees & service charges	54.56
5000-12 Team Building	406.80
5000-2 Liability insurance	547.00
5000-3 Concessions Supplies	3,489.96
5000-4 Merchandise Expenses	1,462.00
5000-6 Processing Fees	684.07
5000-7 Software & apps	520.00
5000-8 Rent	460.00
5000-9 Shipping & postage	166.00

Owasso Rams Track & Cross Country Booster Club Inc

Statement of Activity

January - December 2022

	TOTAL
5100 HS XC Uniform Package	
5100-1 HS XC Uniforms	7,920.50
5100-2 HS XC Team Tees	925.00
5100-3 HS XC Banquet	2,855.98
Total 5100 HS XC Uniform Package	**11,701.48**
5200 HS Track Uniform Package	
5200-1 HS Track Uniforms	16,436.50
5200-2 HS Track Team Tees	1,000.00
5200-3 HS Track Banquet	3,288.21
Total 5200 HS Track Uniform Package	**20,724.71**
5300 JH XC Uniform Package	
5300-1 JH XC Uniforms	4,243.13
5300-2 JH XC Team Tees	10.00
5300-3 JH XC Banquet	569.39
Total 5300 JH XC Uniform Package	**4,822.52**
5400 JH Track Uniform Package	
5400-1 JH Track Uniforms	5,428.06
5400-2 JH Track Team Tee	600.00
5400-3 JH Track Banquet	1,815.84
Total 5400 JH Track Uniform Package	**7,843.90**
Total 5000 Operating Expenses	**53,133.00**
Total Expenditures	**$108,168.69**
NET OPERATING REVENUE	**$ -3,693.60**
NET REVENUE	**$ -3,693.60**

Note
BEGINNING BALA NCE JANUARY 1, 2022 - $23,833.28

ENDING BALANCE DECEMBER 31, 2022 - $20,140.18

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

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Legal name of applicant: Owasso Volleyball Booster Club

Organization's address: 12901 E 86th St. N
Owasso, OK 74055

Organization's federal ID#: 35-22722708

Organization's representative From whom additional Information can be obtained: Dawn Allen

Applicant's phone# & e-mail: 918-695-3412 DawnAllen918@gmail.com

Statement of purpose and goals:

Raise funds to support players and program needs.

Provide support and encouragement to the team and familes.

Encourage participation and personal growth for each player.

Describe your organizational structure and membership requirements:

Board: President, Vice-president, Secretary, Treasure

Committee chairs, class representatives

Members are asked to pay a fee and volunteer

Describe how the District and its students will benefit if the organization is sanctioned:

The volleyball team will benefit from funds raised for needed equipment, which will bolster team spirit.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Owasso Volleyball Booster Club

Name of Applicant (Organization)

Approval (Board of Education)

4-12-2023

Date

Date

Signature of Applicant representative

Owasso Volleyball Booster Club
2022 Calendar Year Account Activity

DATE	PAYEE	Check #	DESCRIPTION	Source	EXPENSE	CREDIT	BALANCE	GENERAL CATEGO	Support in Binder
Opening Balance 1/1/2022							16,303.32		
5/5/2022	Owasso Athletic Department	1594	Annual concession stand fee	Check	200.00		16,103.32	Game Concessior	Y
5/6/2022			Booster Club Dues	Venmo		2,185.00	18,288.32	Dues	Y
5/6/2022			Lulu shorts-Birkenfeld			45.00	18,333.32	Misc.	Y
5/8/2022	Lindsay Williamson		Booster Club Dues-Reimburse of overpayn	Venmo	25.00		18,308.32	Dues	Y
5/9/2022			Booster Club Dues	Venmo		170.00	18,478.32	Dues	Y
5/10/2022			Booster Club Dues	Deposit Slip		650.00	19,128.32	Dues	Y
6/1/2022			Booster Club Dues	Venmo		193.67	19,321.99	Dues	Y
6/1/2022			Calendar Fundraiser	Venmo		930.00	20,251.99	Calendar Fundraise	Y
6/13/2022			Calendar Fundraiser	Venmo		1,940.00	22,191.99	Calendar Fundraise	Y
6/13/2022			Booster Club Dues	Calendar Fundraiser		130.00	22,321.99	Dues	Y
6/13/2022			Camp tshirt-reimburse to Meg	Venmo		11.00	22,332.99	Misc.	Y
6/14/2022	Meghann Kannett	1595	Lulu shorts for freshman	Check	867.00		21,465.99	Misc.	Y
6/16/2022			Calendar Fundraiser	Venmo		1,048.00	22,513.99	Calendar Fundraise	Y
6/19/2022			Calendar Fundraiser	Venmo		1,632.00	24,145.99	Calendar Fundraise	Y
6/20/2022			Calendar Fundraiser	Venmo		2,265.00	26,410.99	Calendar Fundraise	Y
6/21/2022			Booster Club Dues	Venmo		195.00	26,605.99	Dues	Y
6/21/2022			Calendar Fundraiser	Venmo		3,546.00	30,151.99	Calendar Fundraise	Y
6/21/2022			Camp tshirt-reimburse to Meg	Venmo		22.00	30,173.99	Misc.	Y
6/22/2022			Booster Club Dues	Deposit Slip		65.00	30,238.99	Dues	Y
6/22/2022			Calendar Fundraiser	Deposit Slip		1,552.00	31,790.99	Calendar Fundraise	Y
6/22/2022			Calendar Fundraiser	Venmo		560.00	32,350.99	Calendar Fundraise	Y
6/27/2022			Calendar Fundraiser	Venmo		315.00	32,665.99	Calendar Fundraise	Y
6/28/2022	Tribute Store		Flowers for Gary Casey funeral	Debit	187.87		32,478.12	Misc.	Y
6/30/2022	QuikTrip		Gift Card for Gillie Casey	Debit	150.00		32,328.12	Misc.	Y
6/30/2022			Camp tshirt-reimburse to Meg	Venmo		11.00	32,339.12	Misc.	Y
6/30/2022			Calendar Fundraiser	Venmo		44.00	32,383.12	Calendar Fundraise	Y
7/5/2022			Camp tshirt-reimburse to Meg	Venmo		66.00	32,449.12	Misc.	Y
7/11/2022			Camp tshirt-reimburse to Meg	Venmo		33.00	32,482.12	Misc.	Y
7/11/2022	Meghann Kannett		Reimburse Meg for camp tshirts	Venmo	143.00		32,339.12	Misc.	Y
7/19/2022	Meghann Kannett		Reimburse Meg for camp tshirts	Venmo	11.00		32,328.12	Misc.	Y
7/19/2022			Camp tshirt-reimburse to Meg	Venmo		10.70	32,338.82	Misc.	Y
7/26/2022	413 Signs & Graphics	1596	Tumbler fundraiser-400	Check	4000.00		28,338.82	Tumbler Fundraise	Y
8/1/2022			Calendar Fundraiser	Venmo		160.00	28,498.82	Calendar Fundraise	Y
8/1/2022			Tumbler fundraiser	Venmo		60.00	28,558.82	Tumbler Fundraise	Y
8/1/2022			Dues	Venmo		65.00	28,623.82	Dues	Y
8/1/2022			T-shirt fundraiser	Venmo		545.05	29,168.87	T-shirts	Y
8/1/2022	Sam's Club		Concessions	Debit	593.79		28,575.08	Game Concessions	Y
8/1/2022	Meghann Kannett	1597	Lulu shorts for calendar fundraiser	Check	306.00		28,269.08	Calendar Fundraise	Y
8/1/2022	Meghann Kannett	1597	Food for BA scrimmage	Check	347.10		27,921.98	Misc.	Y
8/1/2022	Meghann Kannett	1597	Red/White game props	Check	159.43		27,762.55	Misc.	Y
8/2/2022	Wal-Mart		Concessions	Debit	144.59		27,617.96	Game Concessions	Y
8/4/2022	Sam's Club		Concessions	Debit	77.33		27,540.63	Game Concessions	Y
8/4/2022	Target		Concessions	Debit	28.38		27,512.25	Game Concessions	Y
8/6/2022			Tumbler fundraiser	Venmo		740.00	28,252.25	Tumbler Fundraise	Y
8/6/2022			T-shirt fundraiser	Venmo		15.00	28,267.25	T-shirts	Y
8/8/2022			Tumbler fundraiser	Venmo		840.00	29,107.25	Tumbler Fundraise	Y
8/8/2022			Tumbler fundraiser	Venmo		838.00	29,945.25	Tumbler Fundraise	Y
8/8/2022			Sam's Club-RETURN	Debit		36.57	29,981.82	Game Concessions	Y
8/8/2022	Sam's Club		Concessions	Debit	64.82		29,917.00	Game Concessions	Y
8/8/2022	Amazon		Concessions	Debit	41.44		29,875.56	Game Concessions	Y
8/8/2022	Reasors		Concessions	Debit	32.68		29,842.88	Game Concessions	Y
8/8/2022	Sam's Club		Concessions	Debit	16.08		29,826.80	Game Concessions	Y
8/9/2022			Tumbler fundraiser	Venmo		926.10	30,752.90	Tumbler Fundraise	Y

8/10/2022			Tumbler fundraiser	Venmo		1,220.00	31,972.90	Tumbler Fundraise	Y
8/10/2022	Cash	1598	Concessions cash box	Check	250.00		31,722.90	Game Concessions	Y
8/11/2022			Tumbler fundraiser	Venmo		680.00	32,402.90	Tumbler Fundraise	Y
8/11/2022	Rebecca Moetala		8th grade away game grab bags	Venmo	69.62		32,333.28	Misc.	Y
8/12/2022	Tallie Joines		JV Tournament hospitality	Venmo	314.60		32,018.68	Misc.	Y
8/12/2022	Sabrina Holloway		8th grade away game grab bags	Venmo	69.60		31,949.08	Misc.	Y
8/12/2022	Marco's pizza		Concessions	Debit	39.17		31,909.91	Game Concessions	Y
8/13/2022			Tumbler Fundraiser	Deposit Slip		6,380.00	38,289.91	Tumbler Fundraise	Y
8/14/2022	Sam's Club		Concessions	Debit	68.33		38,221.58	Game Concessions	Y
8/14/2022	Amazon		Concessions	Debit	18.26		38,203.32	Game Concessions	Y
8/16/2022	Nancy Vera		Away Game Grab Bags-JV/V	Venmo	168.24		38,035.08	Misc.	Y
8/16/2022	Marco's pizza		Concessions	Debit	39.17		37,995.91	Game Concessions	Y
8/18/2022	MS&E Company	1599	Senior banners	Check	410.00		37,585.91	Misc.	Y
8/18/2022	413 Signs & Graphics	1600	Tumbler fundraiser-109	Check	1090.00		36,495.91	Tumbler Fundraise	Y
8/18/2022	Amanda Montonati	1601	Varsity Cooler	Check	104.46		36,391.45	Misc.	Y
8/18/2022			Varsity Cooler	Venmo		175.00	36,566.45	Misc.	Y
8/18/2022			Tumbler Fundraiser	Venmo		230.00	36,796.45	Tumbler Fundraise	Y
8/17/2022	Amazon		Concessions	Debit	17.00		36,779.45	Game Concessions	Y
8/20/2022			Concessions	Deposit Slip		1,000.00	37,779.45	Game Concessions	Y
8/20/2022			Tumblers	Deposit Slip		160.00	37,939.45	Tumbler Fundraise	Y
8/20/2022	Wal-Mart		Concessions	Debit	99.72		37,839.73	Game Concessions	Y
8/20/2022	Sam's Club		Concessions	Debit	64.82		37,774.91	Game Concessions	Y
8/20/2022	Sam's Club		Concessions	Debit	183.24		37,591.67	Game Concessions	Y
8/20/2022	Sam's Club		Concessions	Debit	66.35		37,525.32	Game Concessions	Y
8/22/2022			Varsity Cooler	Venmo		49.43	37,574.75	Misc.	Y
8/22/2022			T-shirt fundraiser	Venmo		111.00	37,685.75	T-shirts	Y
8/22/2022	Holly Sweeney		Varsity Cooler	Venmo	254.36		37,431.39	Misc.	Y
8/22/2022	Marco's Pizza		Concession	Debit	39.17		37,392.22	Game Concessions	Y
8/23/2022	Meghann Kannett	1602	Westmoore Tournament	Check	607.20		36,785.02	Misc.	Y
8/23/2022	Meghann Kannett	1602	Lulu shorts for calendar fundraiser	Check	255.00		36,530.02	Calendar Fundraise	Y
8/23/2022	Marco's Pizza		Concession	Debit	29.38		36,500.64	Game Concessions	Y
8/24/2022			T-shirt fundraiser	Venmo		427.05	36,927.69	T-shirts	Y
8/24/2022			Varsity Cooler	Venmo		25.00	36,952.69	Misc.	Y
8/25/2022	Amazon		Concession	Debit	252.77		36,699.92	Game Concessions	Y
8/25/2022	Sam's Club		Concession	Debit	21.24		36,678.68	Game Concessions	Y
8/26/2022	Wal-Mart		Concessions	Debit	44.89		36,633.79	Game Concessions	Y
8/25/2022	Kim Hatfield		Locker room decoration	Venmo	172.18		36,404.70	Locker Rooms	Y
8/27/2022			Concessions	Deposit Slip		1,150.00	37,554.70	Game Concessions	Y
8/27/2022			T-shirt fundraiser	Deposit Slip		202.00	37,756.70	T-shirts	Y
8/28/2022	Sabrina Holloway		8th grade away game grab bags	Venmo	69.60		37,687.10	Misc.	Y
8/29/2022	Holly Sweeney		Varsity Cooler	Venmo	99.29		37,587.81	Coolers	Y
8/29/2022			T-shirt fundraiser	Venmo		75.00	37,662.81	T-shirts	Y
8/29/2022	Amanda Montonati	1603	Varsity Cooler	Check	139.52		37,523.29	Misc.	Y
8/29/2022	Lisa Korb		Locker room decoration	Venmo	96.18		37,427.11	Misc.	Y
8/29/2022	Jessica Bishop		Donation for Sydney	Venmo	15.00		37,412.11	Misc.	Y
8/30/2022	Marco's pizza		Concessions	Venmo	29.38		37,382.73	Game Concessions	Y
8/31/2022			T-shirt fundraiser	Venmo		90.00	37,472.73	T-shirts	Y
8/31/2022	AllStar Sportwear	1604	Calendar Fundraiser-Sweatshirts	Check	687.96		36,784.77	Calendar Fundraise	Y
8/31/2022	AllStar Sportwear	1604	Practice shirts	Check	2723.79		34,060.98	Misc.	Y
8/31/2022	AllStar Sportwear	1605	T-shirt fundraiser	Check	880.75		33,180.23	T-shirts	Y
9/1/2022	Sam's Club		Concessions	Debit	56.91		36,576.88	Game Concessions	Y
9/2/2022	Marco's pizza		Concessions	Debit	39.17		33,141.06	Game Concessions	Y
9/6/2022	Wal-Mart		Concessions	Debit	80.04		33,061.02	Game Concessions	Y
9/6/2022	Nicole Nodine		High School Grab Bags - 9th?	Debit	58.86		33,002.16	Misc.	Y
9/6/2022	Marco's pizza		Concessions	Debit	39.17		32,962.99	Game Concessions	Y
9/6/2022	Marco's pizza		Concessions	Debit	39.17		32,923.82	Game Concessions	Y
9/7/2022	Kristin Duggins		8th Grade hospitality room	Venmo	195.00		32,728.82	Misc.	Y
9/7/2022	Dawn Allen		Locker room decorations	Venmo	137.86		32,590.96	Misc.	Y

9/7/2022	Sam's Club		Concessions	Debit	297.72		32,293.24	Game Concessions	Y
9/12/2022	Sabrina Holloway		8th grade away game grab bags	Venmo	69.97		32,223.27	Misc.	Y
9/12/2022	Melissa Brown	1606	7th grade hospitality	Check	156.71		32,066.56	Misc.	Y
9/12/2022	Sam's Club		Concessions	Debit	59.16		32,007.40	Game Concessions	Y
9/12/2022			Concessions	Deposit Slip		2,455.00	34,462.40	Game Concessions	Y
9/13/2022	Holly Sweeney		Varsity tournament	Venmo	29.77		34,432.63	Misc.	Y
9/13/2022	Sam's Club		Concessions	Debit	314.20		34,118.43	Game Concessions	Y
9/13/2022	Wal-Mart		Concessions	Debit	95.72		34,022.71	Game Concessions	Y
9/13/2022	Amazon		Concessions	Debit	21.24		34,001.47	Game Concessions	Y
9/13/2022	Marco's pizza		Concessions	Debit	39.17		33,962.30	Game Concessions	Y
9/17/2022			Concessions from 9/13 & 9/16 (cash back	Deposit Slip		916.00	34,878.30	Game Concessions	Y
9/17/2022	Mandy Harper		Varsity Coolers Reimbursement	Cash	81.00		34,797.30	Coolers	Y
9/16/2022	Sam's Club		Concessions	Debit	186.71		34,610.59	Game Concessions	Y
9/16/2022	Marco's Pizza		Concessions	Debit	39.17		34,571.42	Game Concessions	Y
9/17/2022	Marco's Pizza		Concessions	Debit	39.17		34,532.25	Game Concessions	Y
9/19/2022			Concessions from 9/17	Deposit Slip		370.00	34,902.25	Game Concessior	Y
9/19/2022	Sabrina Holloway		8th grade away game grab bags	Venmo	65.87		34,836.38	Misc.	Y
9/19/2022	Holly Sweeney		Varsity tournament	Venmo	90.27		34,746.11	Coolers	Y
9/19/2022	Amanda Montanati		Varsity Coolers Reimbursement	Venmo	262.49		34,483.62	Coolers	Y
9/19/2022	Target		Concessions	Debit	17.61		34,466.01	Game Concessior	Y
9/25/2022	Jessica Bishop		Senior Night supplies	Venmo	255.51		34,210.50	Senior Night	Y
9/26/2022	Marco's Pizza		Concessions	Debit	29.38		34,181.12	Game Concessior	Y
9/26/2022	Dawn Allen		Concessions	Venmo	7.62		34,173.50	Game Concessior	Y
9/26/2022	Tallie Joines		9th grade tournament hospitality	Venmo	145.02		34,028.48	Misc.	Y
9/26/2022	Kim Hatfield		9th grade tournament hospitality	Venmo	75.50		33,952.98	Misc.	Y
9/26/2022	Ashley Mueller		Sr Night dinner	Venmo	566.59		33,386.39	Senior Night	Y
9/27/2022	Marco's Pizza		Concessions	Debit	29.38		33,357.01	Game Concessior	Y
9/27/2022	Lululemon		Sr Night gift cards	Debit	450.00		32,907.01	Senior Night	Y
9/28/2022	Jessica Bishop		Senior night locker decor, snacks, suppl	Venmo	195.98		32,711.03	Senior Night	Y
9/29/2022	Marco's Pizza		Concessions	Debit	39.17		32,671.86	Game Concessions	Y
9/30/2022	BOK		Concessions from 9/26, 9/27, 9/29 + pe	Deposit Slip		1,035.52	33,707.38	Game Concessior	Y
9/30/2022	Shannon Fenner		Sr night food/cake	Venmo	67.78		33,639.60	Senior Night	Y
9/30/2022	Shannon Fenner		Varsity tournament hospitality	Venmo	154.28		33,485.32	Misc.	Y
10/1/2022	Jessica Bishop		Sr night supplies	Venmo	72.20		33,413.12	Senior Night	Y
10/6/2022	Meghann Kannett	1607	Sr night gifts	Check	188.77		33,224.35	Senior Night	Y
10/6/2022	Meghann Kannett	1607	Tournament boards	Check	216.53		33,007.82	Misc.	Y
10/6/2022	Meghann Kannett	1608	Jenks conference tournament hospitali	Check	87.05		32,920.77	Misc.	Y
10/6/2022	Nicole Nodine		9th Away Game Grab Bags	Venmo	107.45		32,813.32	Misc.	Y
10/7/2022	Cheryl Isaacs		9th Away Game Grab Bags	Venmo	248.39		32,564.93	Misc.	Y
10/7/2022	Jennifer Harbert		Locker Rooms	Venmo	83.52		32,481.41	Locker Rooms	Y
10/10/2022	Carly Pallett	1609	7th grade party	Check	100.00		32,381.41	Team Building	Y
10/10/2022	Carly Pallett	1609	7th grade party/gifts	Check	188.82		32,192.59	Team Building	Y
10/28/2022	BOK		Volleyball banquet pymt - Hagedorn	Deposit Slip		30.00	32,222.59	Banquet	Y
10/29/2022	Venmo transfer		Volleyball banquet pymts-various	Venmo		975.05	33,197.64	Banquet	Y
11/3/2022	BOK		Volleyball banquet pymt - Dean, Harpe	Deposit Slip		60.00	33,257.64	Banquet	Y
11/5/2022	Carol Rhodes		Banquet drinks	Venmo	65.26		33,192.38	Banquet	Y
11/5/2022	Lacey Miller		Volleyball banquet plasticware supplies	Venmo	82.56		33,109.82	Banquet	Y
11/5/2022	Venmo transfer		Volleyball banquet pymts-various	Venmo		75.00	33,184.82	Banquet	Y
11/7/2022	Venmo transfer		Volleyball banq pymt - Hatfield	Venmo		15.00	33,199.82	Banquet	Y
11/7/2022	Venmo transfer		Concessions inventory reimb	Venmo		20.00	33,219.82	Game Concessior	Y
11/7/2022	Amanda Montanati		Volleyball banquet desserts/coach's gif	Venmo	424.60		32,795.22	Banquet	Y
11/7/2022	Meghann Kannett	1610	Volleyball banquet senior gifts supplies	Check	300.55		32,494.67	Banquet	Y
11/7/2022	Mee Thor		Volleyball banquet pymt	Cash		15.00	32,509.67	Banquet	Y
11/7/2022	Baja Jack's		Banquet food	Debit Card	1590.50		30,919.17	Banquet	Y
11/8/2022	Jessica Bishop		Decorations for banquet	Venmo	245.25		30,673.92	Banquet	Y
11/8/2022	BOK		Concessions sold after closing	Cash		139.00	30,812.92	Game Concessior	Y
11/10/2022	Sam's Club		Concessions returned	Debit Card		116.30	30,929.22	Game Concessior	Y
11/10/2022	Sam's Club		Concessions returned	Debit Card		45.72	30,974.94	Game Concessior	Y

11/10/2022	Sam's Club		Concessions returned	Debit Card		21.30	30,996.24	Game Concessior	Y	
11/16/2022	OHS Athletics Dept	1611	Remainder of Westmoore tournament	check	562.03		30,434.21	Misc.	Y	
11/17/2022	All Star Sportswear	1612	Team shirts	check	955.40		29,478.81	Team Building	Y	
12/2/22	BOK		Cookie fundraiser sales	Deposit Slip		3,790.00	33,268.81	Cookie Dough	Y	
12/5/22	Venmo transfer		Cookie fundraiser sales	Venmo		5,860.00	39,128.81	Cookie Dough	Y	
12/13/22	Venmo transfer		Cookie fundraiser sales	Venmo		40.00	39,168.81	Cookie Dough	Y	
12/16/22	KSA Events		Florida 2023 trip deposit	Debit	4311.18		34,857.63	Florida Trip	Y	

Summary of Activity 2022 Calendar Year

Fundraisers	NETS	INCOME	EXPENSES	CROSS-CHECK
T-shirts fundraiser	$584.35	$1,465.10	$880.75	$584.35
Game concessions	$3,373.53	$7,305.41	$3,931.88	$3,373.53
Tumblers	$6,984.10	$10,984.10	$4,000.00	$6,984.10
Calendar Fundraiser	$12,743.04	$13,992.00	$1,248.96	$12,743.04
FL Cookie Dough Func	$9,690.00	$9,690.00	$0.00	$9,690.00
Dues	$3,628.67	$3,628.67	$0.00	$3,628.67
Florida Trip	-$4,311.18		$4,311.18	-$4,311.18
Practice shirts	-$2,723.79	$0.00	$2,723.79	-$2,723.79
Team shirts by grade/team,	-$955.40		$955.40	-$955.40
Team Gear	-$822.30	$198.70	$1,021.00	-$822.30
Misc. (Benevolence & tourı	-$569.40		$569.40	-$569.40
Hospitality Room	-$1,128.16		$1,128.16	-$1,128.16
Out of town tournament	-$1,169.23		$1,169.23	-$1,169.23
Away game grab bags	-$927.60		$927.60	-$927.60
Locker Rooms	-$489.74		$489.74	-$489.74
Senior posters/programs	-$410.00		$410.00	-$410.00
Senior night	-$1,796.83		$1,796.83	-$1,796.83
State Tournament				$0.00
End of year Banquet	-$1,538.67	$1,170.05	$2,708.72	-$1,538.67
Team Building/Meals	-$695.35		$695.35	-$695.35
7th/8th grade End of Seasc	-$100.00		$100.00	-$100.00
Varsity Coolers	-$811.73	$249.43	$1,061.16	-$811.73
	$18,554.31	$48,683.46	$30,129.15	**$18,554.31**

Bank Balance at 12/31/22
34,857.63

Westmoore Tournament		
	$ 1,267.88	Hotel

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Owasso Wrestling Booster Club

Organization's address: P.O. Box 2364
Owasso, OK 74055

Organization's federal ID#: 82-4725055

Organization's representative From whom additional Information can be obtained: Heather Pollock

Applicant's phone# & e-mail: ramtoughwrestling@gmail.com

Statement of purpose and goals:

To provide support to the Owasso Wrestling program and Develop growth and Success to all Athletes

Describe your organizational structure and membership requirements:

Any parent or guardian of a student wrestler participating in Owasso Jr High or H.S. may be a member and have voting rights. Officers include President, Vice President, Secretary & Treasurer

Describe how the District and its students will benefit if the organization is sanctioned:

Growing the sport of wrestling will help student athletes build character, form strong bonds with teamates, learn to overcome obstacles, and teaches you discipline and respect.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

Owasso Public Schools
Attn: Business Office
1501 N. Ash
Owasso, OK 74055

Owasso Wrestling Booster Club
Name of Applicant (Organization)

Approval (Board of Education)

4/21/23
Date

Date

Heather Pollock
Signature of Applicant representative

Owasso Wrestling Booster Club Statement of Financial Activity

April 1, 2022 - Current

Summary of Net Revenues

HS Duals Jan '23	$3,876.00
Flo 5/3/22	$3,979.28
Banquet tickets '23	$1,023.86
Miscellaneous Returned items	$249.92
Membership	$5,571.00
Concession	$2,098.00
Apparel Sales	$1,239.71
Deposit	$900.00
Banquet tickets '22	$1,082.74
Total Revenue:	**$20,020.51**

Summary of Expenses

Trackwrestling/USA Cards/flo		$2,687.00
Miscellaneous		$1,320.69
Banquet expense '23		$3,023.37
Banquet/trophies '23		$381.50
Scholarship '23		$300.00
Scholarship '22		$300.00
Food		$2,656.67
Scoreboard		$1,226.25
Transportation		$45.23
Singlets/gear		$1,701.00
Sams Club/Walmart		$3,966.46
Equipment		$498.63
Hotel		$913.69
Tshirts/Promo		$1,576.08
Withdraw		$2,300.00
Bank Service charge		$29.00
Jr High Backpacks		$300.00
Senior Night '23		$430.93
Pictures		$522.00
Coaches stipend		$4,000.00
Post Office Box		$176.00
Concession Stand fee '23		$200.00
Concession Stand fee '22		$200.00
Texas Trip July/Aug '22 Total		$4,695.65
food	$806.31	
Hotel	$2,695.24	
Transportation	$543.59	
Misc	$650.51	
Iowa Trip April '23 Total		$1,378.02
Food	$319.84	
Hotel	$660.64	
Transportation	$162.02	
Miscellaneous	$235.52	
Total Expenses:		**$34,828.17**

Beginning Balance April 1, 2022	**$15,095.15**
Ending Balance May 1, 2023	**$287.49**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

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Legal name of applicant: Stone Canyon Elementary PTO

Organization's address: 7305 N 117th Ave
Owasso, OK 74055

Organization's federal ID#: 27-0837291

Organization's representative From whom additional Information can be obtained: Tawanna Edwards

Applicant's phone# & e-mail: 918-520-5505 | tawanna.edwards1023@gmail.com

Statement of purpose and goals:
The purpose of SCE PTO is to provide support to SCE school, staff and students wherever possible.

Describe your organizational structure and membership requirements:

Our organization consists of a nominated board that meets monthly during the school year. Members pay a $5.00 yearly fee.

Describe how the District and its students will benefit if the organization is sanctioned:

OPS and SCE will benefit because PTO provides valuable education tools, supplies and programs benefiting all students and staff.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Stone Canyon Elem. PTO
Name of Applicant (Organization)

4/20/23
Date

Jawanna Sims
Signature of Applicant representative

Approval (Board of Education)

Date

Stone Canyon Elementary PTO

Profit and Loss

July 1, 2022 - April 24, 2023

	TOTAL
Income	
Amazon Smiles	137.49
Bedlam Battle	1,704.58
Father-Daughter	3,278.00
Membership	520.00
Mother-Son	510.00
School Supplies Income	1,522.31
Skating Money	4,729.60
Spirit Wear Income	14,009.34
Spring Fundraiser	7,615.47
Uncategorized Income	910.00
Walk-A-Thon Income	18,042.98
Total Income	**$52,979.77**
GROSS PROFIT	**$52,979.77**
Expenses	
5th Grade Party	500.00
Father Daughter Night	1,555.07
Funding Request	7,688.79
Mother-Son Expense	500.00
OEF Basket	499.73
Office Supplies & Software	42.47
Office/General Administrative Expenses	440.97
School Supplies	1,172.58
Spirit Wear	15,172.35
Spirit/Social	2,569.34
Spring Fundraiser Expense	85.00
Uncategorized Expense	1,000.00
Walk-A-Thon	3,710.90
Total Expenses	**$34,937.20**
NET OPERATING INCOME	**$18,042.57**
NET INCOME	**$18,042.57**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

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Legal name of applicant: Northeast Elementary PTO

Organization's address: 13650 E 103rd St N.
Owasso, OK 74055

Organization's federal ID#: 73-1618258

Organization's representative From whom additional Information can be obtained: Aubrey Leitch 918.381.7858

Applicant's phone# & e-mail: owassonortheastpto@gmail.com

Statement of purpose and goals:

To enhance and support the educational environment of Northeast Elementary. Provide a forum of communication between parents and the school. Promote volunteer programs. Raise funds as required for all objectives.

Describe your organizational structure and membership requirements:

Any parent or guardian of a Northeast student is a member. Executive board consists of President, Vice President, Treasurer and Secretary.

Describe how the District and its students will benefit if the organization is sanctioned:

We help fund learning programs like Biz Town, install needed sidewalks and help every teacher in our school purchase needed classroom items.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

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   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Northeast Elementary PTO
Name of Applicant (Organization)

Approval (Board of Education)

4/20/23
Date

Date

Signature of Applicant representative

NEPTO PTO Budget

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A1:B1 Northeast PTO

Northeast PTO		
2022-2023 Profit/Loss		
Item	**Amount**	
Legacy Savings	$5,062.74	
General Business Account Starting Balance (6/1/2022)	$13,963.25	
Expenses		
Fundraising	**Budgeted**	**Expenses**	**P/L**
Spirit Wear Expense	$3,250.00	$1,373.88	$1,876.12
Popcorn, Pickle, & Hat Days (5)	$400.00	$740.19	-$340.19
Fall Family Picnic	$500.00	$218.30	$281.70
Walk-a-thon	$550.00	$921.53	-$371.53
Holiday Grams	$500.00	$640.44	-$140.44
Basket Bingo	$2,250.00	$94.66	$2,155.34
Fun Fitness Day	$60.00		$60.00
Enrichment Expenses	**Budgeted**	**Expenses**	**P/L**
First Day of School	$150.00	$152.49	-$2.49
Mornings With Me	$450.00	$906.90	-$456.90
Folders	$750.00	$609.00	$141.00
Recess Equipment ***Addition 9/2022***	$0.00	$13,767.00	-$13,767.00
Teacher Enrichment	$4,500.00	$4,523.39	-$23.39
Specials Enrichment	$900.00	$1,184.39	-$284.39
Library Enrichment	$1,500.00	$1,125.00	$375.00
Rizograph (Xerox)	$300.00	$189.32	$110.68
Operational Expenses	**Budgeted**	**Expenses**	**P/L**
Liability Insurance	$350.00	$353.50	-$3.50
Misc	$350.00	$52.78	$297.22
PTO Supplies	$300.00	$285.73	$14.27
Total Projected Expenses	**$17,060.00**	**$27,138.50**	
Income			
Event	**Gross Profit**	**Expenses**	**Net Profit**
Spirit Wear Income	$2,302.18	$1,373.88	$928.30
Pickle, Popcorn, & Hat Day	$1,942.32	$740.19	$1,202.13
Walk-a-thon	$14,660.69	$921.53	$13,739.16
Holiday Grams	$3,200.76	$640.44	$2,560.32
Basket Bingo		$94.66	-$94.66
General Donations		$0.00	$0.00
Other Income (Amazon, etc.)	$101.10	$0.00	$101.10
Total Income	**$22,207.05**	**$3,770.70**	**$18,436.35**
Total Expenses	**$27,138.50**		
Profit / Loss	**$9,031.80**		
6/1/22 - 2/23/2023			

2021-22 Budget | 2021-22PL | 2022-23 Budget | 2022-23 PL

Explore

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

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Legal name of applicant: Morrow Elementary PTO

Organization's address: 12301 N 132nd E Ave
Collinsville, OK 74021

Organization's federal ID#: 84-3108396

Organization's representative
From whom additional
Information can be obtained: Amy Hunter

Applicant's phone# & e-mail: 918-899-9312 morrowpto@yahoo.com

Statement of purpose and goals:

Our mission is to sustain a relationship between parents, teachers and students by providing opportunites at home and on site for families to participate in events and fundraising.

Describe your organizational structure and membership requirements:

We are an elected board and adhere to by-laws. Our members pay an annual fee of $5 which allows them the right to vote during meetings.

Describe how the District and its students will benefit if the organization is sanctioned:

We will be able to provide materials and/or financial support to the students and teachers and offer free events for our families.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

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   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Morrow Elementary PTO

Name of Applicant (Organization)

Approval (Board of Education)

04/25/2023

Date

Date

Amy Mack

Signature of Applicant representative

Morrow 2022/23 Summary

Event Name	Income	Expense	
Balance from 2021/22	$2,776.75		
Membership Fees	$520.00		
Walkathon Profits	$37,465		
Holiday Store Profits	$3,288.12		
Spiritwear	$7,508.20	$13,863	
Friendship Grams	$620		
Sunshine Crew		$568	
Classroom Giveback		$4,542	
Staff/Classroom Requests		$3,402.21	
Prize/Incentives		$808.64	
Change War	$3,047.65		
PTO Supplies		$1,673.21	
Special Meals/Lounge Events		$1,231.43	
Teacher Appreciation Week		$1,000	
Earmarked for Biz Town		$3,000	
Earmarked for swingset		$22,000.00	Balance
	$55,225.72	52088.49	$3,137.23

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

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Legal name of applicant: Mills Action Club

Organization's address: 8200 N. 124th E. Ave.
Owasso, OK 74055

Organization's federal ID#: 73-1133138

Organization's representative
From whom additional
Information can be obtained: Brad Dishman

Applicant's phone# & e-mail: 918 272-2288

Statement of purpose and goals:
See attached By-Laws

(Email Address)
brad.dishman@owassops.org

Describe your organizational structure and membership requirements:

See attached By-Laws

Describe how the District and its students will benefit if the organization is sanctioned:

The organization provides funds for teachers and students that the district does not.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

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operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Mills Action Club

Name of Applicant (Organization)

Approval (Board of Education)

April 26, 2023

Date

Date

Bradley R. Dishman

Signature of Applicant representative

Mills Action Club Account Balances 2021-2022

April

FYE 07/31/22 **INCOME** This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$325.00	$325.00	$25.00
102	Popcorn	**$1,200.00**	$0.00	($850.25)	$1,905.12	$1,054.87	($145.13)
103	Walk-A-Thon	**$2,000.00**	$0.00	($60.00)	$1,333.00	$1,273.00	($727.00)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$190.95	$0.00	$190.95	($4,809.05)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$393.73	$393.73	($106.27)
104d	Concessions	**$1,000.00**	$0.00	($805.61)	$2,037.43	$1,231.82	$231.82
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$361.98	$361.98	($838.02)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$110.00	$110.00	($2,890.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$24.50	$24.50	($725.50)
	Total Income	**$15,150.00**	**$0.00**	**($1,524.91)**	**$6,490.76**	**$4,965.85**	**($10,184.15)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($18.98)	$0.00	(18.98)	481.02
303	Principals Direct	**$500.00**	$0.00	($93.44)	$0.00	(93.44)	406.56
304	Special Events/Days	**$2,000.00**	$0.00	($2,498.32)	$0.00	(2,498.32)	(498.32)
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($234.25)	$0.00	(234.25)	165.75
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($373.67)	$0.00	(373.67)	1,426.33
308	Instructional Money	**$3,400.00**	$0.00	($933.87)	$0.00	(933.87)	2,466.13
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($120.64)	$0.00	(120.64)	379.36
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$8,732.42	8,732.42	8,732.42
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($4,273.17)**	**$8,732.42**	**$4,459.25**	**$21,409.25**
	TOTALS		**$0.00**	**($5,798.08)**	**$15,223.18**	**$9,425.10**	
	TOTAL BALANCE IN CHECKING					**$9,425.10**	

Mills Action Club Account Balances 2021-2022

May

FYE 07/31/22

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$325.00	$325.00	$25.00
102	Popcorn	**$1,200.00**	$0.00	($906.25)	$1,912.02	$1,005.77	($194.23)
103	Walk-A-Thon	**$2,000.00**	$0.00	($60.00)	$1,413.00	$1,353.00	($647.00)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$190.95	$0.00	$190.95	($4,809.05)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$393.73	$393.73	($106.27)
104d	Concessions	**$1,000.00**	$0.00	($805.61)	$2,037.43	$1,231.82	$231.82
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$371.77	$371.77	($828.23)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$1,120.75	$1,120.75	($1,879.25)
110	Box Tops	**$750.00**	$0.00	$0.00	$31.00	$31.00	($719.00)
	Total Income	**$15,150.00**	**$0.00**	**($1,580.91)**	**$7,604.70**	**$6,023.79**	**($9,126.21)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($18.98)	$0.00	(18.98)	481.02
303	Principals Direct	**$500.00**	$0.00	($93.44)	$0.00	(93.44)	406.56
304	Special Events/Days	**$2,000.00**	$0.00	($2,498.32)	$0.00	(2,498.32)	(498.32)
305	Teacher Appreciation	**$2,000.00**	$0.00	($1,045.17)	$0.00	(1,045.17)	954.83
305a	Imperial Coffee Services	**$400.00**	$0.00	($272.80)	$0.00	(272.80)	127.20
306	Super Kids Day	**$600.00**	$0.00	($200.00)	$0.00	(200.00)	400.00
307	Special Projects	**$1,800.00**	$0.00	($373.67)	$0.00	(373.67)	1,426.33
308	Instructional Money	**$3,400.00**	$0.00	($933.87)	$0.00	(933.87)	2,466.13
309	5th Grade	**$500.00**	$0.00	($160.00)	$0.00	(160.00)	340.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($120.64)	$0.00	(120.64)	379.36
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$8,732.42	8,732.42	8,732.42
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,716.89)**	**$8,732.42**	**$3,015.53**	**$19,965.53**
	TOTALS		**$0.00**	**($7,297.80)**	**$16,337.12**	**$9,039.32**	
	TOTAL BALANCE IN CHECKING					**$9,039.32**	

Mills Action Club Account Balances 2021-2022

June

FYE 07/31/22

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$325.00	$325.00	$25.00
102	Popcorn	**$1,200.00**	$0.00	($906.25)	$1,912.02	$1,005.77	($194.23)
103	Walk-A-Thon	**$2,000.00**	$0.00	($60.00)	$1,413.00	$1,353.00	($647.00)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$190.95	$0.00	$190.95	($4,809.05)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$393.73	$393.73	($106.27)
104d	Concessions	**$1,000.00**	$0.00	($805.61)	$2,037.43	$1,231.82	$231.82
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$371.77	$371.77	($828.23)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$1,120.75	$1,120.75	($1,879.25)
110	Box Tops	**$750.00**	$0.00	$0.00	$31.00	$31.00	($719.00)
	Total Income	**$15,150.00**	**$0.00**	**($1,580.91)**	**$7,604.70**	**$6,023.79**	**($9,126.21)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($18.98)	$0.00	(18.98)	481.02
303	Principals Direct	**$500.00**	$0.00	($93.44)	$0.00	(93.44)	406.56
304	Special Events/Days	**$2,000.00**	$0.00	($2,498.32)	$0.00	(2,498.32)	(498.32)
305	Teacher Appreciation	**$2,000.00**	$0.00	($1,045.17)	$0.00	(1,045.17)	954.83
305a	Imperial Coffee Services	**$400.00**	$0.00	($272.80)	$0.00	(272.80)	127.20
306	Super Kids Day	**$600.00**	$0.00	($200.00)	$0.00	(200.00)	400.00
307	Special Projects	**$1,800.00**	$0.00	($373.67)	$0.00	(373.67)	1,426.33
308	Instructional Money	**$3,400.00**	$0.00	($933.87)	$0.00	(933.87)	2,466.13
309	5th Grade	**$500.00**	$0.00	($160.00)	$0.00	(160.00)	340.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($120.64)	$0.00	(120.64)	379.36
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$8,732.42	8,732.42	8,732.42
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,716.89)**	**$8,732.42**	**$3,015.53**	**$19,965.53**
	TOTALS		**$0.00**	**($7,297.80)**	**$16,337.12**	**$9,039.32**	
	TOTAL BALANCE IN CHECKING					**$9,039.32**	

Mills Action Club Account Balances 2021-2022

July

FYE 07/31/22

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$325.00	$325.00	$25.00
102	Popcorn	**$1,200.00**	$0.00	($906.25)	$1,912.02	$1,005.77	($194.23)
103	Walk-A-Thon	**$2,000.00**	$0.00	($60.00)	$1,413.00	$1,353.00	($647.00)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$190.95	$0.00	$190.95	($4,809.05)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$393.73	$393.73	($106.27)
104d	Concessions	**$1,000.00**	$0.00	($805.61)	$2,037.43	$1,231.82	$231.82
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$371.77	$371.77	($828.23)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$1,120.75	$1,120.75	($1,879.25)
110	Box Tops	**$750.00**	$0.00	$0.00	$31.00	$31.00	($719.00)
	Total Income	**$15,150.00**	**$0.00**	**($1,580.91)**	**$7,604.70**	**$6,023.79**	**($9,126.21)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($18.98)	$0.00	(18.98)	481.02
303	Principals Direct	**$500.00**	$0.00	($93.44)	$0.00	(93.44)	406.56
304	Special Events/Days	**$2,000.00**	$0.00	($2,498.32)	$0.00	(2,498.32)	(498.32)
305	Teacher Appreciation	**$2,000.00**	$0.00	($1,045.17)	$0.00	(1,045.17)	954.83
305a	Imperial Coffee Services	**$400.00**	$0.00	($272.80)	$0.00	(272.80)	127.20
306	Super Kids Day	**$600.00**	$0.00	($200.00)	$0.00	(200.00)	400.00
307	Special Projects	**$1,800.00**	$0.00	($373.67)	$0.00	(373.67)	1,426.33
308	Instructional Money	**$3,400.00**	$0.00	($933.87)	$0.00	(933.87)	2,466.13
309	5th Grade	**$500.00**	$0.00	($160.00)	$0.00	(160.00)	340.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($120.64)	$0.00	(120.64)	379.36
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$8,732.42	8,732.42	8,732.42
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($5,716.89)**	**$8,732.42**	**$3,015.53**	**$19,965.53**
	TOTALS		**$0.00**	**($7,297.80)**	**$16,337.12**	**$9,039.32**	
	TOTAL BALANCE IN CHECKING					**$9,039.32**	

Mills Action Club Account Balances 2022-2023

August

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$185.00	$185.00	($115.00)
102	Popcorn	**$1,200.00**	$0.00	$0.00	$950.00	$950.00	($250.00)
103	Walk-A-Thon	**$2,000.00**	$0.00	$0.00	$0.00	$0.00	($2,000.00)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$0.00	$0.00	($5,000.00)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$0.00	$0.00	($500.00)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$0.00	$0.00	($1,000.00)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$0.00	$0.00	($1,200.00)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$0.00	$0.00	($3,000.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**$0.00**	**$1,135.00**	**$1,135.00**	**($14,015.00)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($331.15)	$0.00	(331.15)	168.85
303	Principals Direct	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
304	Special Events/Days	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($69.10)	$0.00	(69.10)	330.90
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	$0.00	$0.00	0.00	1,800.00
308	Instructional Money	**$3,400.00**	$0.00	($147.58)	$0.00	(147.58)	3,252.42
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($547.83)**	**$9,039.32**	**$8,491.49**	**$25,441.49**
	TOTALS		**$0.00**	**($547.83)**	**$10,174.32**	**$9,626.49**	
	TOTAL BALANCE IN CHECKING					**$9,626.49**	

Mills Action Club Account Balances 2022-2023

September

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$235.00	$235.00	($65.00)
102	Popcorn	**$1,200.00**	$0.00	($188.00)	$2,621.55	$2,433.55	$1,233.55
103	Walk-A-Thon	**$2,000.00**	$0.00	$0.00	$0.00	$0.00	($2,000.00)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$0.00	$0.00	($5,000.00)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$0.00	$0.00	($500.00)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$0.00	$0.00	($1,000.00)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$0.00	$0.00	($1,200.00)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$0.00	$0.00	($3,000.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($188.00)**	**$2,856.55**	**$2,668.55**	**($12,481.45)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($331.15)	$0.00	(331.15)	168.85
303	Principals Direct	**$500.00**	$0.00	($97.94)	$0.00	(97.94)	402.06
304	Special Events/Days	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($69.10)	$0.00	(69.10)	330.90
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	$0.00	$0.00	0.00	1,800.00
308	Instructional Money	**$3,400.00**	$0.00	($347.58)	$0.00	(347.58)	3,052.42
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($845.77)**	**$9,039.32**	**$8,193.55**	**$25,143.55**
	TOTALS		**$0.00**	**($1,033.77)**	**$11,895.87**	**$10,862.10**	
	TOTAL BALANCE IN CHECKING					**$10,862.10**	

Mills Action Club Account Balances 2022-2023

October

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$270.00	$270.00	($30.00)
102	Popcorn	**$1,200.00**	$0.00	($558.00)	$2,646.55	$2,088.55	$888.55
103	Walk-A-Thon	**$2,000.00**	$0.00	($463.83)	$2,332.50	$1,868.67	($131.33)
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$0.00	$0.00	($5,000.00)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$0.00	$0.00	($1,200.00)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$0.00	$0.00	($3,000.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($1,021.83)**	**$5,974.53**	**$4,952.70**	**($10,197.30)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($331.15)	$0.00	(331.15)	168.85
303	Principals Direct	**$500.00**	$0.00	($97.94)	$0.00	(97.94)	402.06
304	Special Events/Days	**$2,000.00**	$0.00	($287.61)	$0.00	(287.61)	1,712.39
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($142.20)	$0.00	(142.20)	257.80
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	$0.00	$0.00	0.00	1,800.00
308	Instructional Money	**$3,400.00**	$0.00	($497.58)	$0.00	(497.58)	2,902.42
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($1,736.45)**	**$9,039.32**	**$7,302.87**	**$24,252.87**
	TOTALS		**$0.00**	**($2,758.28)**	**$15,013.85**	**$12,255.57**	
	TOTAL BALANCE IN CHECKING					**$12,255.57**	

Mills Action Club Account Balances 2022-2023

November

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$270.00	$270.00	($30.00)
102	Popcorn	**$1,200.00**	$0.00	($558.00)	$2,646.55	$2,088.55	$888.55
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$71.81	$71.81	($1,128.19)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$0.00	$0.00	($3,000.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($1,359.29)**	**$12,366.42**	**$11,007.13**	**($4,142.87)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($97.94)	$0.00	(97.94)	402.06
304	Special Events/Days	**$2,000.00**	$0.00	($287.61)	$0.00	(287.61)	1,712.39
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($215.30)	$0.00	(215.30)	184.70
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	$0.00	$0.00	0.00	1,800.00
308	Instructional Money	**$3,400.00**	$0.00	($729.58)	$0.00	(729.58)	2,670.42
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($2,091.55)**	**$9,039.32**	**$6,947.77**	**$23,897.77**
	TOTALS		**$0.00**	**($3,450.84)**	**$21,405.74**	**$17,954.90**	
	TOTAL BALANCE IN CHECKING					**$17,954.90**	

Mills Action Club Account Balances 2022-2023

December

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$270.00	$270.00	($30.00)
102	Popcorn	**$1,200.00**	$0.00	($690.00)	$2,646.55	$1,956.55	$756.55
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$71.81	$71.81	($1,128.19)
109	Spring Fund Raiser	**$3,000.00**	$0.00	$0.00	$0.00	$0.00	($3,000.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$0.00	$0.00	($750.00)
	Total Income	**$15,150.00**	**$0.00**	**($1,491.29)**	**$12,366.42**	**$10,875.13**	**($4,274.87)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($97.94)	$0.00	(97.94)	402.06
304	Special Events/Days	**$2,000.00**	$0.00	($828.32)	$0.00	(828.32)	1,171.68
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($288.40)	$0.00	(288.40)	111.60
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($153.81)	$0.00	(153.81)	1,646.19
308	Instructional Money	**$3,400.00**	$0.00	($829.58)	$0.00	(829.58)	2,570.42
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($2,959.17)**	**$9,039.32**	**$6,080.15**	**$23,030.15**
	TOTALS		**$0.00**	**($4,450.46)**	**$21,405.74**	**$16,955.28**	
	TOTAL BALANCE IN CHECKING					**$16,955.28**	

Mills Action Club Account Balances 2022-2023

January

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$275.00	$275.00	($25.00)
102	Popcorn	**$1,200.00**	$0.00	($1,060.00)	$2,646.55	$1,586.55	$386.55
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$71.81	$71.81	($1,128.19)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($763.00)	$0.00	($763.00)	($3,763.00)
110	Box Tops	**$750.00**	$0.00	$0.00	$42.60	$42.60	($707.40)
	Total Income	**$15,150.00**	**$0.00**	**($2,624.29)**	**$12,414.02**	**$9,789.73**	**($5,360.27)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($97.94)	$0.00	(97.94)	402.06
304	Special Events/Days	**$2,000.00**	$0.00	($828.32)	$0.00	(828.32)	1,171.68
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($288.40)	$0.00	(288.40)	111.60
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($218.96)	$0.00	(218.96)	1,581.04
308	Instructional Money	**$3,400.00**	$0.00	($870.95)	$0.00	(870.95)	2,529.05
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($3,065.69)**	**$9,039.32**	**$5,973.63**	**$22,923.63**
	TOTALS		**$0.00**	**($5,689.98)**	**$21,453.34**	**$15,763.36**	
	TOTAL BALANCE IN CHECKING					**$15,763.36**	

Mills Action Club Account Balances 2022-2023

February

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	**$300.00**	$0.00	$0.00	$275.00	$275.00	($25.00)
102	Popcorn	**$1,200.00**	$0.00	($1,060.00)	$2,646.55	$1,586.55	$386.55
103	Walk-A-Thon	**$2,000.00**	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	**$0.00**	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	**$5,000.00**	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	**$500.00**	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	**$1,000.00**	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	**$200.00**	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	**$1,200.00**	$0.00	$0.00	$81.98	$81.98	($1,118.02)
109	Spring Fund Raiser	**$3,000.00**	$0.00	($981.05)	$728.75	($252.30)	($3,252.30)
110	Box Tops	**$750.00**	$0.00	$0.00	$42.60	$42.60	($707.40)
	Total Income	**$15,150.00**	**$0.00**	**($2,842.34)**	**$13,152.94**	**$10,310.60**	**($4,839.40)**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	**$500.00**	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	**$500.00**	$0.00	($97.94)	$0.00	(97.94)	402.06
304	Special Events/Days	**$2,000.00**	$0.00	($1,402.81)	$0.00	(1,402.81)	597.19
305	Teacher Appreciation	**$2,000.00**	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	**$400.00**	$0.00	($361.50)	$0.00	(361.50)	38.50
306	Super Kids Day	**$600.00**	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	**$1,800.00**	$0.00	($218.96)	$0.00	(218.96)	1,581.04
308	Instructional Money	**$3,400.00**	$0.00	($870.95)	$0.00	(870.95)	2,529.05
309	5th Grade	**$500.00**	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	**$1,000.00**	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	**$500.00**	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	**$0.00**	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	**$250.00**	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	**$3,500.00**	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($3,713.28)**	**$9,039.32**	**$5,326.04**	**$22,276.04**
	TOTALS		**$0.00**	**($6,555.62)**	**$22,192.26**	**$15,636.64**	
	TOTAL BALANCE IN CHECKING					**$15,636.64**	

Mills Action Club Account Balances 2022-2023

March

FYE 07/31/23

INCOME

This financial statement is unaudited and for internal use only.

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
101	Membership	$300.00	$0.00	$0.00	$275.00	$275.00	($25.00)
102	Popcorn	$1,200.00	$0.00	($1,330.00)	$2,646.55	$1,316.55	$116.55
103	Walk-A-Thon	$2,000.00	$0.00	($801.29)	$8,530.38	$7,729.09	$5,729.09
104	Craft Fair	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
104a	Fall Fund Raiser	$5,000.00	$0.00	$0.00	$122.20	$122.20	($4,877.80)
104c	Spirit Nights	$500.00	$0.00	$0.00	$134.10	$134.10	($365.90)
104d	Concessions	$1,000.00	$0.00	$0.00	$591.38	$591.38	($408.62)
105	Miscellaneous	$200.00	$0.00	$0.00	$0.00	$0.00	($200.00)
107	T-shirts	$1,200.00	$0.00	$0.00	$81.98	$81.98	($1,118.02)
109	Spring Fund Raiser	$3,000.00	$0.00	($1,080.71)	$9,933.81	$8,853.10	$5,853.10
110	Box Tops	$750.00	$0.00	$0.00	$42.60	$42.60	($707.40)
	Total Income	**$15,150.00**	**$0.00**	**($3,212.00)**	**$22,358.00**	**$19,146.00**	**$3,996.00**

EXPENDITURES

Account Code	Account	Budget	Beginning Balance	Expenditures	Deposits	Ending Balance	Over/(Under) Budget
301	Mac Supplies	$500.00	$0.00	($381.15)	$0.00	(381.15)	118.85
303	Principals Direct	$500.00	$0.00	($97.94)	$0.00	(97.94)	402.06
304	Special Events/Days	$2,000.00	$0.00	($1,721.76)	$0.00	(1,721.76)	278.24
305	Teacher Appreciation	$2,000.00	$0.00	$0.00	$0.00	0.00	2,000.00
305a	Imperial Coffee Services	$400.00	$0.00	($361.50)	$0.00	(361.50)	38.50
306	Super Kids Day	$600.00	$0.00	$0.00	$0.00	0.00	600.00
307	Special Projects	$1,800.00	$0.00	($527.49)	$0.00	(527.49)	1,272.51
308	Instructional Money	$3,400.00	$0.00	($885.12)	$0.00	(885.12)	2,514.88
309	5th Grade	$500.00	$0.00	$0.00	$0.00	0.00	500.00
400	Outdoor Classrooms	$1,000.00	$0.00	$0.00	$0.00	0.00	1,000.00
500	Red Ribbon Week	$500.00	$0.00	($379.97)	$0.00	(379.97)	120.03
600	Start-up Exp./Next Year	$0.00	$0.00	$0.00	$9,039.32	9,039.32	9,039.32
600a	Student Clothing	$250.00	$0.00	$0.00	$0.00	0.00	250.00
1000	Technology Account	$3,500.00	$0.00	$0.00	$0.00	0.00	3,500.00
	Total Expenditures	**$16,950.00**	**$0.00**	**($4,354.93)**	**$9,039.32**	**$4,684.39**	**$21,634.39**
	TOTALS		**$0.00**	**($7,566.93)**	**$31,397.32**	**$23,830.39**	
	TOTAL BALANCE IN CHECKING					**$23,830.39**	

BY-LAWS

MILLS ACTION CLUB

Article I: Name

The name of this club is the Mills Action Club.

Article II: Objectives

Section 1. The objectives of the club are:

a. To promote the welfare of children and youth in home, school, church and community;
b. To secure adequate laws for the care and protection of children and youth;
c. To bring into closer relation the home and the school, that parents and teachers may cooperate intelligently in the education of children and youth; and
d. To develop between educator and the general public such united efforts as will secure for all children and youth the highest advantages in physical, mental, social, and spiritual education.

Section 2. The objectives of this club are promoted through an educational program directed toward parents, teachers, and the general public and are developed through conferences, committees, projects, and programs.

Article III: Basic Policies

The following are basic policies of this club:

a. The club shall be noncommercial, nonsectarian, and non-partisan.
b. The name of the club or the names of any members in their official capacities shall not be used in any connection with a commercial concern or with any partisan interest or for any purpose not appropriately related to promotion of the objectives of the club.
c. No part of the net earnings of the organization shall insure to the benefit of or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Amendment 4 hereof.

No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried on.

1. By an organization exempt from Federal Income Tax under sections 501(c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).
2. By an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

d. The club shall work with the schools to provide quality education for all children and youth and shall seek to participate in the decision-making process establishing school policy, recognizing that the legal responsibility to make decisions has been delegated by the people to boards of education.

e. The club may cooperate with other organizations and agencies concerned with child welfare, but persons representing the club in such matters shall make no commitment that bind the club.

f. Upon the dissolution of the organization, the Board shall, after paying or making provision for the payment of all of the liabilities of the organization, dispose of all of the assets of the organization exclusively for the purposes of the organization, in such a manner or to such organization or organizations organized and operated exclusively for charitable purposes, as shall at the time qualify as an exempt organization under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such asset not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

g. Mills Action Club is organized exclusively for charitable purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).

Article IV: Articles of Organization

The club exists as an unincorporated association of its members. Its "Articles of Organization" comprise these By-Laws, as from time to time amended, and its Articles of Association, if any. In the absence of separate Articles of Association, the By-Laws shall be deemed to be the Articles of Association. In the event of any conflict between these By-Laws and the Articles of Association, these By-Laws shall govern.

Article V: Membership and Dues

Section 1. Membership in this club shall be made available to any individual who subscribes to the objectives and basic policies of the club, without regard to race, color, creed or national origin.

Section 2. Only members of the club shall be eligible to participate in its business meetings or to serve in any of its elective or appointive positions.

Section 3. The club shall conduct an annual enrollment of members, but persons may be admitted to membership at any time.

Section 4. Each member of the club shall pay annual dues.

Article VI: Officers and Their Election

Section 1. The officers of this club shall be a President, a Vice-President, and/or Second Vice-President, a Secretary, an Assistant Secretary, a Treasurer and an Assistant Treasurer. The officers shall be elected annually by ballot at the March meeting of the school year; however, if there is but one candidate for any office, the election may be by voice. Officers shall serve for a term of one year and shall be eligible for the same office not more than two consecutive terms.

Section 2. Nominations for officers shall be by a Nominating Committee of three (3) or more members elected by the club at least one month prior to the election of officers. No more than three (3) individuals for each elective office shall be nominated and presented to the club for election. Others may be nominated from the floor at the club meeting. A person's consent much be obtained before his name is placed in nomination. The Principal shall be an ex officio member of the Nominating Committee.

Section 3. A vacancy occurring in any office shall be filled for the unexpired term by a person elected by a majority vote of the remaining elected officers.

Article VII: Duties of Officers

Section 1: The President shall preside at all meetings of the club and of the Executive Committee, shall be a member ex officio of all committees except the Nominating Committee, shall present a final report of all club activities with recommendations for the future at the annual meeting, and shall perform all other duties usually pertaining to the office.

Section 2: The Vice-President and/or Vice-Presidents shall act as aide/aides to the President and shall be responsible for the supervision of Committee Chairmen as delegated to him/her or them by the President. He/She or They shall perform duties of the President in the absence of that officer.

Section 3: The Secretary shall keep a correct record of all the meetings of the club and shall post these minutes on the MAC Bulletin Board no later than two (2) days after each meeting. In addition, the Secretary shall keep a roll of the Executive Committee and call the roll when required and send out proper notices of all called meetings. The Secretary shall also keep one book in which

the By-Laws are written, immediately adding those amendments which are passed in addition to recording them in the minutes. The Secretary shall perform such other duties as may be delegated to him.

Section 4: The Assistant Secretary shall act as aide to the Secretary and shall perform duties of the Secretary in the absence of that officer.

Section 5: The Treasurer shall receive all the monies of the club and place them in one account. The names of all 6 or 7 officers will be placed on the account with either the signature of the Treasurer or Assistant Treasurer and one other officer required on each check. No blank checks will be issued with signatures on the check. The Treasurer shall keep an accurate record of receipts and invoices to coincide with checks written and shall pay out local funds only as authorized by the club. The Treasurer shall present a statement of account at every regularly scheduled meeting of the club and at other times when requested by the Executive Committee and shall make a full report at the annual meeting.

The Treasurer's accounts shall be examined annually by an Auditing Committee of not less than three (3) members, who, satisfied that the Treasurer's annual report is correct, shall sign a statement of that fact at the end of the report. The Auditing Committee shall be appointed by the Executive Committee at least two weeks before the annual meeting.

Section 6. The assistant Treasurer shall act as aide to the Treasurer and shall perform duties of the Treasurer in the absence of that officer.

Article VIII: Executive Committee

Section 1: The Executive Committee shall consist of the officers of the club and the chairmen of Standing Committee. The principal of the school or a representative appointed by him/her shall be an ex officio member of the Executive Committee.

Section 2: The duties of the Executive Committee shall be:

a. To transact necessary business in the intervals between club meetings and such other business as may be referred to it by the club;
b. To approve the plans of work of the Standing Committees;
c. To approve a report at the regular meetings;
d. At least two weeks before the annual meeting, to appoint a committee to audit the Treasurer's accounts; and
e. To prepare and submit to the club, for approval, a budget that shall include the necessary expenses of the officers, and committees. It may approve routine bills, within the limits of the budget.

Section 3. Regular meetings of the Executive Committee shall be held as needed, with not less than two (2) days notice. A majority shall constitute a quorum. Special meeting of the Executive Committee may be called by the President or by a majority of the members of the committee.

Article IX: Meetings

Section 1: The regular meeting of this club shall be held a minimum of four times during the school year, including the annual meeting which will be held in May. New officers will be installed in April with the annual reports of the outgoing officers being received in May. These meeting dates shall be voted upon by the Executive Committee and publicized at least ten (10) days prior to the meeting. At least three days notice must be given to change the date of an already publicized meeting. Special meetings may be called by the Executive Committee, three days notice having been given.

Section 2: The privilege of holding office, making motions, debating and voting shall be limited to members of the club whose dues are not in arrears.

Section 3: The members present shall constitute a quorum for the transaction of business in any general meeting of this club.

Article X: Standing Committees

Section 1. Such Standing Committees shall be created by the Executive Committee as may be required to promote the objective and interests of the club. The chairmen of the Standing Committees shall be selected by the officers and the Principal of the school or his/her representatives. Their term of office shall be one year.

Section 2. The chairman of all Standing Committees shall present a plan of work to the Executive Committee and no committee work shall be undertaken without the approval of the Executive Committee. A written evaluation of the completed committee activities, with recommendations for the future, will be required of each committee chairman and should be presented to the Vice-President/Vice-Presidents no later than two weeks prior to the annual meeting.

Article XI: Special Committees

Section 1: Such Special Committees, appointed for a specific purpose, shall be created by the Executive Committee as may be required to promote the objectives and interests of the club. The chairmen of the Special Committees shall be selected by the officer and the Principal of the school or his/her representatives. They shall serve until the duty assigned them by the Executive Committee is accomplished and a final report is received, unless sooner discharged.

Section 2: The chairmen of all Special Committees shall present a plan of work to the Executive Committee and no committee work shall be undertaken without the approval of the Executive Committee. A written evaluation of the completed committee activities, with recommendations for the future, will be required of each committee chairman and should be presented to the Vice-President/Vice-Presidents within two weeks after the assigned activity is completed.

Article XII: Parliamentary Authority

Robert's Rules of Order Newly Revised shall govern the club in all cases in which they are applicable and in which they are not in conflict with these By-Laws.

Article XIII: Amendments

Section 1: These By-Laws may be amended at any regular meeting of the club by a two-thirds vote of the members present and voting, providing that notice of the proposed amendment shall have been given at least thirty (30) days prior to the meeting at which the amendment is voted upon by the club.

Section 2: A committee may be appointed to submit a revised set of By-Laws as a substitute for the existing By-Laws only by a majority vote at a meeting of the club or by a two-thirds vote of the Executive Committee. The requirements for adoption of the revised set of By-Laws shall be the same as in the case of an amendment.

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Pamela Hodson PTO Inc

Organization's address: 14500 E 86th St N
Owasso, OK, 74055

Organization's federal ID#: 84-4375751

Organization's representative
From whom additional
Information can be obtained: Melinda Shults

Applicant's phone# & e-mail: 918-960-1623 hodsonelementarypto@gmail.com

Statement of purpose and goals:
The PTO is organized for the purpose of supporting the education of children at Hodson Elementary by fostering relationships between the school, parents, teachers and students.

Describe your organizational structure and membership requirements:

We have a governing board of 3-6 members who manage the day to day. Any parent, guardian or employee of Hodson is welcome to join the general PTO by paying a $5 membership fee. That membership entitles them to voting privelages at meetings, including election of the board. Board includes President, VP, Treasurer, Secretary and Volunteer Coordinator

Describe how the District and its students will benefit if the organization is sanctioned:

The money raised by our PTO allows the school to purchase additional educational materials and equipment that the district could not otherwise afford. In addition, an active PTO encourages parents to become involved with the child's school not only with money, but with their time and talents.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Pamela Hodson PTO Inc

Name of Applicant (Organization)

Approval (Board of Education)

4/14/2023

Date

Date

Melinda Shultz

Signature of Applicant representative

Income and Expense Report

06/01/2022 - 05/31/2023

Starting balance as of 06/01/2022			**$23,659.72**
Fundraising	**Income**	**Expenses**	**Net**
Membership Dues	$410.00	-	$410.00
Spirit Wear	$9,186.00	-$6,314.94	$2,871.06
Walkathon	$12,801.92	-$1,605.16	$11,196.76
Spirit Nights	$1,268.18	-$100.00	$1,168.18
Read-A-Thon	$410.40	-	$410.40
AmazonSmile	$51.51	-	$51.51
Donations	$120.00	-$1.33	$118.67
Fundraising Totals	**$24,248.01**	**-$8,021.43**	**$16,226.58**
Events	**Income**	**Expenses**	**Net**
Father/Daughter Dance	$3,890.00	-$1,823.94	$2,066.06
Mother/Son Night	$3,091.85	-$2,271.70	$820.15
Library Events	-	-$190.16	-$190.16
SuperKids Day	-	-	-
5th Grade Fun Day	-	-	-
Veteran's Day	$31.99	-$190.91	-$158.92
Christmas Parties	-	-	-
Events Totals	**$7,013.84**	**-$4,476.71**	**$2,537.13**
Teacher Allowances	**Income**	**Expenses**	**Net**
Fall Teacher Allowances	-	-$3,700.00	-$3,700.00
Christmas Teacher Allowances	-	-$3,700.00	-$3,700.00
Teacher Allowances Totals	**-**	**-$7,400.00**	**-$7,400.00**
PTO Supplies	**Income**	**Expenses**	**Net**
Supplies	-	-$312.08	-$312.08
Miscellaneous	-	-	-
PTO Supplies Totals	**-**	**-$312.08**	**-$312.08**
School Support	**Income**	**Expenses**	**Net**
Art Closet	-	-$510.42	-$510.42
Teacher Requests	$1,120.25	-$369.18	$751.07
Testing Snacks	-	-	-
Food Drive	-	-	-
School Request	-	-$10,000.00	-$10,000.00
Flocabulary 4th Grade	-	-$276.00	-$276.00
School Support Totals	**$1,120.25**	**-$11,155.60**	**-$10,035.35**
Staff Appreciation	**Income**	**Expenses**	**Net**
Meet the Teacher Luncheon	-	-$314.55	-$314.55
Conference Luncheons	-	-$666.68	-$666.68
Staff Appreciation Week	-	-	-

Staff Appreciation	Income	Expenses	Net
Staff Birthdays	-	-$260.00	-$260.00
Retirement Gifts	-	-	-
Staff Appreciation Totals	**-**	**-$1,241.23**	**-$1,241.23**
Grand Totals			
	$32,382.10	**-$32,607.05**	**-$224.95**
Decrease in funds			-$224.95
Funds available as of 05/31/2023			**$23,434.77**

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Hayward Smith Elementary Parent-Teacher Organization Club

Organization's address: 12223 E 91st Street North
Owasso, OK 74055

Organization's federal ID#: 73-1387945

Organization's representative From whom additional Information can be obtained: Courtney Dowler, President

Applicant's phone# & e-mail: 918-851-4263 lovingthree@outlook.com

Statement of purpose and goals:

The purpose of Hayward Smith PTO is to provide financial assistance to our teachers and staff that benefit the education of the children that attend our school.

Describe your organizational structure and membership requirements:

Our PTO Board has a dedicated President, Vice President, Treasurer and Secretary. Members help assist our board to make sure our goals are met.

Describe how the District and its students will benefit if the organization is sanctioned:

Being sanctioned allows us to make sure Smith students' education comes first and allows our teachers to have innovative learning to reach every child in our building. When a Smith child's education is successful, our district is successful.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

Owasso Public Schools
Attn: Business Office
1501 N. Ash
Owasso, OK 74055

Hayward Smith PTO
Courtney Dowler
Name of Applicant (Organization)

Approval (Board of Education)

4-24-23
Date

Date

Courtney Dowler
Signature of Applicant representative

Date	Amount	Location	Purchase of/for	Notes
Balance as of 5/1/22	$20,395.66			
5/9/2022	-$460.00	Los Cabos	Teacher Appreciation	Lunch
5/9/2022	-$400.00	check 2316- Micah Stockton	Teacher Appreciation	Massages
5/9/2022	-$400.00	check 2318- Unwind Massage Studio	Teacher Appreciation	Massages
5/16/2022	-$50.29	Ehrles Party Supply	SuperKids Day	Snow Cone machine rental
5/16/2022	-$107.01	The Corn Popper	SuperKids Day	Snow Cone syrup
7/28/2022	-$1,671.91	Miracle Recreation	Slide Repair	Playground (ordered by Amanda)
8/3/2022	-$150.00	check 2319 - Lindsey DeCastro	Car Decals	PTO Membership gift
8/4/2022	-$35.70	check 2320 - Courtney Dowler	Fun Pops Walk-a-thon	Reimbursement
8/8/2022	$38.30	Square Deposit	Membership Dues/T Shirt sales	
8/9/2022	-$150.00	cash out	Change for meet the teacher night	
8/10/2022	$643.56	Square Deposit	Membership Dues/T Shirt sales	
8/11/2022	$242.90	Square Deposit	Membership Dues/T Shirt sales	
8/12/2022	$530.00	Deposit	Membership Dues/T Shirt sales	
8/18/2022	-$17.40	Sams Club	Umbrella for car rider line	Teacher reimbursement offer
8/18/2022	$83.00	Deposit	Membership Dues/T Shirt sales	
8/18/2022	$74.00	Deposit	Membership Dues/T Shirt sales	
8/22/2022	-$50.22	Walmart	Bins for office	Teacher reimbursement offer
8/25/2022	-$10.19	Walmart	Mints for office	Teacher reimbursement offer
8/25/2022	-$165.42	Walmart	Scooters Walk-a-thon prizes	4 scooters for 2 top boy and 2 top girl
8/30/2022	-$49.99	IRS	990 Filing for 2019	
8/30/2022	-$49.99	IRS	990 Filing for 2020	
8/30/2022	-$9.01	QuikTrip	Drinks for teacher birthdays	4 teachers total July/August bdays
balance	$18,230.29			
9/8/2022	$544.00	Deposit	spirit shirt orders	
9/9/2022	-$90.55	check 2322	Courtney Dowler reimbursement	Back to School Bash hot dogs
9/12/2022	$500.00		First Bank donation	Walk-a-thon
9/12/2022	-$29.18	Amazon	Face Paint	Back to School Bash
9/14/2022	-$5.45	Dollar Tree	Sign making Materials	Walk-a-thon
9/14/2022	-$16.51	Home Depot	Sign making Materials	Walk-a-thon
9/14/2022	-$92.03	Sam's Club	Hot dogs	Back to School Bash
9/15/2022	-$5.58	Fedex	Sign making Materials	Walk-a-thon
9/26/2022	$48.25	Square Deposit	Walk-a-thon	
9/26/2022	-$4.74	Hobby Lobby	Balloons	Walk-a-thon
9/26/2022	-$8.95	Walmart	Teacher drinks and snacks	
9/27/2022	$261.57	Square Deposit	Walk-a-thon	
9/27/2022	-$8.74	Walmart	Balloons	Walk-a-thon
9/28/2022	$96.50	Square Deposit	Spirit Shirt Fundraiser	
9/29/2022	-$13.05	Target	Bottled Drinks	Teacher Birthdays
9/30/2022	$19.12	Square Deposit	Walk-a-thon	

9/30/2022	-$27.01	Walmart	Walk-a-thon	Popsicles
10/3/2022	$50.22	Purchase return Walmart	Office bins returned not the right size	
10/3/2022	$103.96	Square Deposit	Walk-a-thon	
10/3/2022	-$10.19	Walmart	Popsicles	walk-a-thon
10/6/2022	-$624.00	gosq.com	Smencils/Backpack buddies	Fundraiser
10/7/2022	-$10.90	Mcalisters	Teacher Conference Meal	
10/7/2022	-$83.93	check 2298	Teacher reimbursement	
10/7/2022	-$97.64	check 2301	Teacher reimbursement	
10/7/2022	-$95.29	check 2304	Teacher reimbursement	
10/7/2022	-$99.62	check 2323	Teacher reimbursement	
10/11/2022	$251.32	Deposit	freddys spirit night	
10/11/2022	$2,800.00	Deposit	Walk-a-thon	
10/11/2022	$3,877.00	Deposit	walk-a-thon	
10/11/2022	$145.35	Square Deposit	walk-a-thon	
10/11/2022	-$16.32	Sam's Club	office bins	
10/11/2022	-$100.00	check 2299	Teacher Reimbursement	
10/11/2022	-$93.44	check 2326	teacher Reimbursement	
10/12/2022	-$100.00	Sernity Nails	Teacher Appreciation - Mrs. Hugueley	
10/12/2022	-$175.00	check 2302	teacher reimbursement	
10/13/2022	-$100.00	check 2324	teacher reimbursement	
10/17/2022	-$100.00	check 2300	teacher reimbursement	
10/17/2022	-$95.26	check 2305	teacher reimbursement	
10/17/2022	-$120.70	check 2327	teacher reimbursement	
10/21/2022	-$19.58	Sams Club	duct tape Walk-a-thon	
10/24/2022	$16.32	Sams Club	office bins	
10/24/2022	$19.58	Sams Club	duct tape walk-a-thon	
10/24/2022	-$6.52	Reasors	Class Prize - walk-a-thon	
10/24/2022	-$21.77	Office Depot	copy paper for boo grams	
10/24/2022	-$50.86	Sams Club	Boo Gram supplies	
10/25/2022	-$98.81	check 2325	teacher reimbursement	
10/26/2022	-$29.70	Daylight Donuts	Class Prize - walk-a-thon	
10/27/2022	-$50.86	Sams Club	Boo Gram supplies	
10/28/2022	-$50.86	Sams Club	Boo Gram supplies	
10/31/2022	-$6.48	Fedex	Boo Gram supplies	
10/31/2022	-$1,163.10	check 2297	SpiritT-shirt order	
11/1/2022	-$100.00	check 2303	teacher reimbursement	
11/2/2022	$228.00	deposit	Spirit shirt / boo grams	
11/2/2022	$1,051.75	deposit	boo gram sales	
11/7/2022	-$49.99	Teachers pay teachers	grade reimbursements	
11/18/2022	-$4.77	Reasors	Teacher Drinks	
11/21/2022	-$40.83	Walmart	grade reimbursements	
11/23/2022	-$46.48	Amazon	grade reimbursements	
11/25/2022	-$61.76	Office Depot	grade reimbursements	

11/28/2022	-$40.69	Amazon	grade reimbursements
11/29/2022	-$496.02	Amazon	grade reimbursements
12/1/2022	-$285.57	Amazon	grade reimbursements
12/2/2022	-$100.00	check 1	Cash out for smencil sales
12/5/2022	-$10.89	Daylight Donuts	food drive class prize
12/5/2022	-$32.62	Little Caesars	food drive class prize
12/8/2022	-$14.74	Walmart	sign materials
12/15/2022	-$10.85	Walmart	teacher breakfast
12/15/2022	-$41.96	Sams Club	teacher breakfast
12/19/2022	-$20.83	Panera	teacher breakfast
12/20/2022	-$49.12	check 2328	teacher breakfast
12/21/2022	$368.34	deposit	Canes spirit night
12/21/2022	$1,073.47	deposit	smencil sales
1/6/2023	-$26.53	Sams Club	Treat trolly drinks
1/9/2023	-$89.15	Amazon	National Popcorn day
1/9/2023	-$222.00	Amazon	Squish purchase Valentine Gram
1/11/2023	-$152.80	Sams Club	National Popcorn day
1/17/2023	-$13.96	Mcalisters	Lunch for Mr. Hughes
1/19/2023	-$6.09	Target	National Popcorn day
1/20/2023	-$7.01	Walmart	teacher birthday drinks
1/23/2023	-$5.41	Hobby Lobby	Cocoa Cart for teachers
1/23/2023	-$8.52	Sams Club	Cocoa Cart for teachers
1/23/2023	-$73.00	Sams Club	Incorrect card used for purchase
1/24/2023	$73.00	Sams Club	Refund for incorrect card purchase
1/26/2023	-$42.43	Walmart	Cocoa Cart for teachers
2/6/2023	-$23.08	Office Depot	Copy paper Valentine Grams
2/9/2023	-$9.13	Target	Counselors Day appreciation
2/9/2023	-$16.07	Walmart	Counselors Day appreciation
2/10/2023	-$11.87	Target	Valentine suckers
2/13/2023	-$52.92	Amazon	Squishy purchase Valentine Grams
2/17/2023	$5.94	Target	refund extra valentine suckers
3/1/2023	$1,145.00	Deposit	Valentine Grams Sales
3/2/2023	-$14.79	Target	Paper Plates for teacher conference meals
3/2/2023	-$36.16	Sams Club	Dessert for teacher conference meals
3/8/2023	-$2.82	Reasors	Cups for teacher conference meals
3/8/2023	-$5.42	Walmart	Cups for popcorn party Mr. Lang
3/8/2023	-$28.67	Sams Club	Popcorn for party Mr. Lang
3/13/2023	-$14.46	Panera	Ms. Ciancio librarian day lunch
3/21/2023	-$10.49	Mcalisters	Ms. Meissner birthday lunch
3/23/2023	-$8.28	Walmart	Support staff appreciation day snacks and drinks
3/23/2023	-$74.96	Target	Support staff appreciation day snacks and drinks
4/3/2023	-$5.44	TJMaxx	Thank you cards for teacher appreciation week donations
4/3/2023	-$29.34	Hobby Lobby	Teacher Appreciation decor & jars for luncheon

4/7/2023	-$175.44	Sams Club	Teacher Appreciation snacks, jelly beans for student treat trolly and cups for state testing drinks	
4/14/2023	-$17.62	Reasors	Teacher birthday drinks Feb-May	
4/14/2023	-$19.21	Sams Club	Animal crackers for state testing	
4/20/2023	-$16.37	Amazon	Teacher Appreciation voucher cups	
4/20/2023	-$11.96	Amazon	Teacher Appreciation voucher cups	
4/20/2024	-$592.80	Scoreboard Sports	5th Grade tshirts	
4/20/2024	$181.00	Scoreboard Sports	Refund for over charge of 5th grade tshirts	
4/22/2023	-$163.92	Sams Club	Snacks for teacher appreciation week	
4/23/2023	-$11.04	Walmart	Juice for state testing	
Balance 4/24/23	$23,961.08			

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Barnes Elementary PTO

Organization's address: 7809 E 76TH ST N
Owasso, OK 74055

Organization's federal ID#: 73-1425923

Organization's representative From whom additional Information can be obtained: Dana Foster

Applicant's phone# & e-mail: 678-525-5035; dana.foster@bokf.com

Statement of purpose and goals:

The Barnes Elementary PTO is organized for the purpose of supporting the education of children at Barnes Elementary by providing resources, not otherwise provided by the school budget, to aide the educational process as well as foster relationships for the school, parents and teachers.

Describe your organizational structure and membership requirements:

Any parent, guardian or other adult standing in loco parentis for a student at the school may be a member. The principal and any teacher employed at the school may be a member. Board members will be nominated and voted in by members in good standing.

Describe how the District and its students will benefit if the organization is sanctioned:

Assist teachers and administrators in providing resources, supplies, events and experiences outside of the school's budget.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Barnes Elementary PTO
Name of Applicant (Organization)

March 31, 2023
Date

Signature of Applicant representative

Approval (Board of Education)

Date

Projected Budget for School Year 2022-2023

INCOME	GOALS	Actual
School T-shirts	3,000.00	4,210.14
Walk-a-thon	18,000.00	30,992.83
Turkey Feathers (CC*)	2,000.00	3,055.51
Candy Grams	1,000.00	3,881.38
Giveback Night	500.00	320.79
Daddy Daughter Dance	5,000.00	8,174.35
Mother Son Night	3,000.00	0.00
Donations	0.00	450.00
Other Income	0.00	149.00
TOTAL INCOME	**$32,500.00**	51,234.00

EXPENSES	ALLOTTED BUDGET	
Teacher Start-Up	4,000.00	-3,450.00
Teacher Requests	4,000.00	-1,416.81
Teacher Meals/PT Conf Dinners	1,000.00	-154.35
Teacher Appreciation Week	2,000.00	0.00
Misc Teacher Gifts	1,500.00	-508.75
Book Vending Machine (restock)	500.00	-92.78
School T-shirts	0.00	
Tailgate	1,000.00	-430.10
Walk-a-thon/Booster.com	3,000.00	-9,208.11
Community Cares (donation)	100.00	-144.49
Turkey Feathers (CC*)	2,000.00	-3,114.80
Candy Grams	500.00	-1,260.85
Class Parties	1,500.00	-1,392.08
Grinch Day	1,200.00	-574.90
Polar Express	0.00	0.00
Daddy Daughter Dance	2,000.00	-2,116.80
Mother Son Night	1,500.00	0.00
Donuts with Grown-Ups	500.00	-75.16
PTO Office Supplies	200.00	-16.16
STEAM	100.00	
Leader of the Month	200.00	-292.02
5th Grade Party/T-shirts	500.00	$0.00
5th Grade Regatta	400.00	
Last Day of School	100.00	
Miscellaneous/Emergency Needs	500.00	-107.00
Principal Requests	200.00	-105.16
School Gift (Excess Funds)	0.00	0.00
TOTAL EXPENSES	**$28,500.00**	-24,460.32

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Barnes Community Care

Organization's address: Barnes Elementary School
7809 East 76th Street
Owasso, Oklahoma 74055

Organization's federal ID#: EIN 46-4135536

Organization's representative
From whom additional
Information can be obtained: Suzanne Clare Dossett

Applicant's phone# & e-mail: 918-798-5853 suzanne.dossett

Statement of purpose and goals:

Barnes Community Care will assist identified families in need through organized donations and contributions

Describe your organizational structure and membership requirements:

Barnes Community Care is an organization of mostly retired teachers from Barnes Elementary School The Board of Directors consists of a President, Vice President. Secretary and Treasurer.

Describe how the District and its students will benefit if the organization is sanctioned:

The students identified as needy and their siblings anywhere in the system, will benefit from food and gifts during the holidays. Also many students and teachers throughout the system sponsor 'Angel Trees' or other fundraisers to help this project. (see bottom of page)

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

This program also helps supply the clothes closet and food pantry for needy children as well as catastrophe care (house fire, death of a parent or severe illness etc)

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Barnes Community Care
Name of Applicant (Organization)

March 31, 2023
Date

Suzanne Clare Dossett
Signature of Applicant representative

Approval (Board of Education)

Date

Barnes Community Cares

Treasurer's Report
12/31/22

Beginning Balance			3,914.76
Income			
Deposit	11/21/2022	Gary Gerber	250.00
	11/21/2022	Uel & Diane Edwards	20.00
	11/21/2022	Mary Edwards	20.00
	12/5/2022	St. Henry's Mens Club	2,536.00
	12/5/2022	Barnes PTO	3,200.00
	12/5/2022	St. Henry's Mens Club - Matching donation from Benefactor	2,540.00
	12/13/2022	Betty Visconti	500.00
			-
Total Income			9,066.00
Expenses			
CK #1103	3/4/2022	Shannon Keech	35.94
CK #1104	8/27/2022	Shannon Keech - Fodd for Barnes Food Pantry	262.70
CK #1105	12/12/2022	Sharon Prentice - Aldi's Food Gift Cards	1,250.00
CK #1106	12/12/2022	Ginger Longshore - Household Paper Goods	534.62
CK #1107	12/12/2022	Kathy Curtis - Christmas for BCC kids	129.91
CK #1108	12/12/2022	Christa Cole - Christmas for BCC kids	109.95
CK #1109	12/12/2022	Stephanie Meyer - Christmas for BCC kids	384.66
CK #1110	12/12/2022	Joyce Wagner - Christmas for BCC kids	151.81
CK #1111	12/13/2022	Steve Holleman - Food	930.84
CK #1112	12/13/2022	Ginger Longshore - Toys	96.89
CK #1113	12/13/2022	Joyce Wagner - Christmas for BCC kids	233.75
CK #1114	12/13/2022	VOID	-
CK #1115	12/13/2022	Connie Norton - Christmas for BCC kids	1,248.81
CK #1116	12/15/2022	Stephanie Meyer - Christmas for BCC kids	79.43
CK #1117	12/15/2022	Connie Norton - Christmas for BCC kids	535.89
CK #1118	12/15/2022	Christa Cole - Christmas for BCC kids - food gift cards	3,400.00
CK #1119	12/15/2022	Shannon Keech - Christmas for BCC kids	562.59
CK #1120	12/15/2022	VOID	-
CK #1121	12/15/2022	Rick Dossett - Christmas for BCC kids - Aldi's food gift cards	500.00
CK #1122	12/15/2022	Shannon Keech - Christmas for BCC kids	830.61
Total Expenses			11,278.40
Ending Balance			1,702.36

48 individual families served at Christmas

Jennifer Williams
Treasurer

3/31/2023
Date

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Larkin Bailey Elementary Booster Club
aka Bailey Booster Club

Organization's address: 10221 E 96th St N
Owasso, OK 74055

Organization's federal ID#: 73-1453447

Organization's representative
From whom additional
Information can be obtained: Rebekah Lane, President

Applicant's phone# & e-mail: (918) 261-9117 Rebekah.lane311@gmail.com

Statement of purpose and goals:

To provide information to bring together school and home. To lend all possible support to teachers and administrators through volunteer hours and various fundraising activities designed to collect and disburse educational and recreational equipment to Larkin Bailey Elementary School.

Describe your organizational structure and membership requirements:

We have an executive committee consisting of president, vice-president, secretary, treasurer and various activity coordinators. Membership is open to parents, grandparents and/or guardians of Larkin Bailey students and current or past (retired) teachers.

Describe how the District and its students will benefit if the organization is sanctioned:

Students in the District already do and will continue to benefit from the BBC through quality field trips, enriching educational experiences, equipment/supplies for classrooms bought through fundraisers, and providing opportunities for parents and teachers to create a positive climate.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Bailey Booster Club
Name of Applicant (Organization)

Approval (Board of Education)

4/18/2023
Date

Date

Rebekah Lane
Signature of Applicant representative

BBC Treasurer's Report

4/19/2022 – 4/15/2023

Beginning Balance - $35,077.39

Ending Balance - $34,776.61

Top 3 Expenditures

- **Principal Requests** $14,898.53
  - Back to school, Musical programs, Grade celebrations, New laminator, Teacher supplies, Roller skates (mostly funded by the Candy Grams), Millionaire celebration
- **Teacher/Student Activities** $5,848.14
  - Tailgate, Class holiday parties, Teacher appreciation, Teacher gifts, Teacher lunches/dinners, Field Trips
- **Teacher Requests** $3,383.87
  - Classroom prep/set-up, Classroom activities

Income

- **Amazon Smile** $59.62
- **Box Tops** $65.90

Expenses

- **Accounting** $41.88
- **BBC Appreciation Gifts** $184.75
- **BBC Office Supplies** $74.64

Fundraisers

- **Bingo** $14,870.42 minus expenses $6,353.59 = $8,516.83 profit
- **Candy Grams** $2066.74 minus expenses $340.62 = $1,726.12 profit
- **Spirit Store** $9,375.62 minus expenses $6,570.93 = $2,804.69 profit
- **Walk-a-thon** $11,278.19 minus expenses $250.32 = $11,027.87 profit

Officers

- Rebecca Lane, President
- April Holmes, Vice President
- Megan Wright, Secretary
- Michelle Campbell, Treasurer
- Claire Jay, Homeroom Parent Coordinator

OWASSO PUBLIC SCHOOLS
APPLICATION FOR SANCTIONING

This application is made pursuant to Title 70, § 5-129.1 of the Oklahoma Statutes. The applicant hereby requests to be sanctioned by the Board of Education of Owasso Public Schools (the "District") to which funds collected and expended by the applicant are exempt from the statutory controls over school activity funds. The applicant affirms that they qualify as a student achievement program, parent-teacher organization, or organization as defined by Section 4.04 of the District's sanctioning policy.

Legal name of applicant: Ator Booster Club

Organization's address: 1500 N Ash
Owasso, OK 74055

Organization's federal ID#: 73-1314752

Organization's representative From whom additional Information can be obtained: Tina Bushyhead

Applicant's phone# & e-mail: 918-706-6227, tina.bushyhead@gmail.com

Statement of purpose and goals:

The goal of the Ator Booster Club is to assist Ator Elementary Faculty/Students by purchasing playground equipment and other classroom needs.

These needs include class sets of novels, art supplies, pencil sharpeners and various classroom items as needed. The purpose of the booster club is to fill in the gaps as the needs arise.

The Booster Club will continue throughout the school year obtaining items for teachers and/or students as well as other building needs.

Describe your organizational structure and membership requirements:

We have a president, vice president, secretary and treasurer.

These are voting members and are elected yearly. The principal serves as the executive member.

The membership requirement states that you must have a child at our school.

Describe how the District and its students will benefit if the organization is sanctioned:

The District and its students benefit from the sanctioning of our organization in several ways.

Our organization purchases playground equipment, classroom sets of books as well as other needs, all of which are not paid by the district.

The students and teachers benefit directly from the items which are purchased in a timely manner.

The applicant certifies that it does not and will not discriminate with respect to its benefits, membership, programs, operations, or organization on the basis or race, gender, age, religion, national origin or disability.

The applicant acknowledges that the Board of Education has the discretion to sanction or decline to sanction the applicant, and the decisions of the Board of Education are final and non-appealable. The applicant further acknowledges that (a) the Board of Education may, at any time, request the records of the applying organization, which records the organization will promptly make available, and (b) the Board of Education may, at any time it believes it is in the best interest of the District to do so, withdraw sanctioning, and the decision of the Board of Education is final and non-appealable.

The applicant also acknowledges that, in order for the District to consider whether to maintain the sanctioning action of the applicant, applicant shall provide to the Board of Education, in addition to this application, a copy or the organization's current bylaws as well as a statement of financial activity for the most recent completed year of its

operations. The Board of Education may request the applicant obtain an independent audit of its most recent completed year. This application must be delivered to the District's administration office by the 1st day of June prior to the commencement of the application year.

Instructions to applicant:

1. Please print legibly or type. Attach additional pages if necessary.
2. Attach copy of statement of financial activity and current bylaws.
3. Sign and date this application.
4. Deliver this application and required attachments to:

   Owasso Public Schools
   Attn: Business Office
   1501 N. Ash
   Owasso, OK 74055

Ator Booster Club
Name of Applicant (Organization)

Approval (Board of Education)

4-25-2023
Date

Date

Signature of Applicant representative

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$5,767.10*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$772.44	Back to school	($772.44)
Shirts (spirit wear)		$2,828.50	Shirts	$3,169.75	Shirts	($341.25)
Raffle Baskets		$1,001.78	Raffle Baskets	$652.14	Raffle Baskets	$349.64
Fall Dance		$1,459.54	Fall Dance	$5,567.34	Fall Dance	($4,107.80)
Popcorn & Pickles		$3,099.03	Popcorn & Pickles	$1,352.97	Popcorn & Pickles	$1,746.06
Walkathon		$8,540.24	Walkathon	$3,020.34	Walkathon	$5,519.90
Donations		$250.00	Donations	$0.00	Donations	$250.00
Sucker Sales		$0.00	Sucker Sales	$144.00	Sucker Sales	($144.00)
Box Tops		$0.00	Box Tops	$338.26	Box Tops	($338.26)
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$1,542.75	PE Skating	$0.00	PE Skating	$1,542.75
Curriculum Nights		$0.00	Curriculum Nights	$0.00	Curriculum Nights	$0.00
Teacher Conf dinner		$0.00	Teacher Conf dinner	$2,391.72	Teacher Conf dinne	($2,391.72)
Winter Parties		$0.00	Winter Parties	$47.50	Winter Parties	($47.50)
Valentine Parties		$0.00	Valentine Parties	$324.66	Valentine Parties	($324.66)
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Mcteacher night		$0.00	Mcteacher night	$0.00	Mcteacher night	$0.00
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$1,100.29	Teacher's Request	($1,100.29)
Teacher Grants		$0.00	Teacher Grants	$1,835.00	Teacher Grants	($1,835.00)
Art Closet		$0.00	Art Closet	$83.28	Art Closet	($83.28)
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$24,488.94**	**Total**	$20,799.69	**Total**	**$3,689.25**

Bank Statement 6/30/22

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$5,767.10*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$772.44	Back to school	($772.44)
Shirts (spirit wear)		$2,828.50	Shirts	$3,169.75	Shirts	($341.25)
Raffle Baskets		$1,001.78	Raffle Baskets	$652.14	Raffle Baskets	$349.64
Fall Dance		$1,459.54	Fall Dance	$5,567.34	Fall Dance	($4,107.80)
Popcorn & Pickles		$3,099.03	Popcorn & Pickles	$1,352.97	Popcorn & Pickles	$1,746.06
Walkathon		$8,540.24	Walkathon	$3,020.34	Walkathon	$5,519.90
Donations		$250.00	Donations	$0.00	Donations	$250.00
Sucker Sales		$0.00	Sucker Sales	$144.00	Sucker Sales	($144.00)
Box Tops		$0.00	Box Tops	$338.26	Box Tops	($338.26)
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$1,542.75	PE Skating	$0.00	PE Skating	$1,542.75
Curriculum Nights		$0.00	Curriculum Nights	$0.00	Curriculum Nights	$0.00
Teacher Conf dinner		$0.00	Teacher Conf dinner	$2,391.72	Teacher Conf dinne	($2,391.72)
Winter Parties		$0.00	Winter Parties	$47.50	Winter Parties	($47.50)
Valentine Parties		$0.00	Valentine Parties	$324.66	Valentine Parties	($324.66)
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Mcteacher night		$0.00	Mcteacher night	$0.00	Mcteacher night	$0.00
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$1,126.42	Teacher's Request	($1,126.42)
Teacher Grants		$0.00	Teacher Grants	$1,835.00	Teacher Grants	($1,835.00)
Art Closet		$0.00	Art Closet	$83.28	Art Closet	($83.28)
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$24,488.94**	**Total**	$20,825.82	**Total**	**$3,663.12**

Bank Statement 7/31/22

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,132.01	Popcorn & Pickles	$106.48	Popcorn & Pickles	$2,025.53
Walkathon		$0.00	Walkathon	$0.00	Walkathon	$0.00
Donations		$0.00	Donations	$0.00	Donations	$0.00
Sucker Sales		$0.00	Sucker Sales	$0.00	Sucker Sales	$0.00
Box Tops		$0.00	Box Tops	$0.00	Box Tops	$0.00
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$0.00	Curriculum Nights	$0.00
Teacher Conf dinner		$0.00	Teacher Conf dinner	$0.00	Teacher Conf dinne	$0.00
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Mcteacher night		$0.00	Mcteacher night	$0.00	Mcteacher night	$0.00
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$0.00	Teacher's Request	$0.00
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$5,795.13**	**Total**	$1,209.76	**Total**	**$4,585.37**
						Bank Statement 8/31/22

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,132.01	Popcorn & Pickles	$318.89	Popcorn & Pickles	$1,813.12
Walkathon		$8,424.52	Walkathon	$427.19	Walkathon	$7,997.33
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$0.00	Sucker Sales	$237.00	Sucker Sales	($237.00)
Box Tops		$0.00	Box Tops	$0.00	Box Tops	$0.00
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$181.08	Curriculum Nights	($181.08)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$0.00	Teacher Conf dinne	$0.00
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$141.95	Teacher's Request	($141.95)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$14,719.65**	**Total**	$2,491.72	**Total**	**$12,227.93**

Bank Statement 9/30/2022

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,670.01	Popcorn & Pickles	$442.19	Popcorn & Pickles	$2,227.82
Walkathon		$8,424.52	Walkathon	$462.79	Walkathon	$7,961.73
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$0.00	Sucker Sales	$713.00	Sucker Sales	($713.00)
Box Tops		$0.00	Box Tops	$0.00	Box Tops	$0.00
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$181.08	Curriculum Nights	($181.08)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$851.74	Teacher Conf dinne	($851.74)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$284.04	Teacher's Request	($284.04)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$15,257.65**	**Total**	$4,120.45	**Total**	**$11,137.20**

Bank Statement 10/31/2022

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,670.01	Popcorn & Pickles	$745.20	Popcorn & Pickles	$1,924.81
Walkathon		$8,424.52	Walkathon	$462.79	Walkathon	$7,961.73
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$0.00	Sucker Sales	$713.00	Sucker Sales	($713.00)
Santa Pics		$0.00	Santa Pics	$63.69	Santa Pics	($63.69)
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$181.08	Curriculum Nights	($181.08)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$929.37	Teacher Conf dinne	($929.37)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$328.42	Teacher's Request	($328.42)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$15,257.65**	**Total**	$4,609.16	**Total**	**$10,648.49**

Bank Statement 11/30/2022

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,670.01	Popcorn & Pickles	$745.20	Popcorn & Pickles	$1,924.81
Walkathon		$8,424.52	Walkathon	$462.79	Walkathon	$7,961.73
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$0.00	Sucker Sales	$713.00	Sucker Sales	($713.00)
Santa Pics		$0.00	Santa Pics	$173.09	Santa Pics	($173.09)
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$181.08	Curriculum Nights	($181.08)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,884.85	Teacher Conf dinne	($1,884.85)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$498.90	Teacher's Request	($498.90)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$15,257.65**	**Total**	$5,844.52	**Total**	**$9,413.13**

Bank Statement 12/31/2022

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,670.01	Popcorn & Pickles	$852.12	Popcorn & Pickles	$1,817.89
Walkathon		$8,424.52	Walkathon	$1,653.75	Walkathon	$6,770.77
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$0.00	Sucker Sales	$951.00	Sucker Sales	($951.00)
Santa Pics		$0.00	Santa Pics	$173.09	Santa Pics	($173.09)
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$181.08	Curriculum Nights	($181.08)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,884.85	Teacher Conf dinne	($1,884.85)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Jar Wars		$0.00	Jar Wars	$0.00	Jar Wars	$0.00
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$844.25	Teacher's Request	($844.25)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$15,257.65**	**Total**	$7,725.75	**Total**	**$7,531.90**

Bank Statement 1/31/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,670.01	Popcorn & Pickles	$1,071.77	Popcorn & Pickles	$1,598.24
Walkathon		$8,424.52	Walkathon	$1,653.75	Walkathon	$6,770.77
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$0.00	Sucker Sales	$951.00	Sucker Sales	($951.00)
Santa Pics		$0.00	Santa Pics	$173.09	Santa Pics	($173.09)
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$0.00	PE Skating	$0.00	PE Skating	$0.00
Curriculum Nights		$0.00	Curriculum Nights	$181.08	Curriculum Nights	($181.08)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$1,884.85	Teacher Conf dinne	($1,884.85)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$0.00	Field trips	$390.00	Field trips	($390.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$876.90	Teacher's Request	($876.90)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$15,257.65**	**Total**	$8,368.05	**Total**	**$6,889.60**

Bank Statement 2/28/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

ATOR BOOSTER CLUB 2022-2023 Financial Statement

Income for the Year			Expenses for the Year		Total Revenue	
Item	# Sold	Amount	Item	Amount	Item	Amount
31-Jul-20		*$3,663.12*				
FUNDRAISERS:			***FUNDRAISERS***		***FUNDRAISERS***	
Back to School		$0.00	Back to school	$1,103.28	Back to school	($1,103.28)
Shirts (spirit wear)		$0.00	Shirts	$0.00	Shirts	$0.00
Raffle Baskets		$0.00	Raffle Baskets	$0.00	Raffle Baskets	$0.00
Fall Dance		$0.00	Fall Dance	$0.00	Fall Dance	$0.00
Popcorn & Pickles		$2,670.01	Popcorn & Pickles	$1,172.49	Popcorn & Pickles	$1,497.52
Walkathon		$8,424.52	Walkathon	$1,653.75	Walkathon	$6,770.77
Donations		$500.00	Donations	$0.00	Donations	$500.00
Sucker Sales		$476.00	Sucker Sales	$1,427.00	Sucker Sales	($951.00)
Santa Pics		$0.00	Santa Pics	$173.09	Santa Pics	($173.09)
EVENTS:			***EVENTS:***		***EVENTS:***	
PE Skating		$2,523.00	PE Skating	$0.00	PE Skating	$2,523.00
Curriculum Nights		$0.00	Curriculum Nights	$181.08	Curriculum Nights	($181.08)
Teacher Conf dinner		$0.00	Teacher Conf dinner	$2,746.17	Teacher Conf dinne	($2,746.17)
Winter Parties		$0.00	Winter Parties	$0.00	Winter Parties	$0.00
Valentine Parties		$0.00	Valentine Parties	$0.00	Valentine Parties	$0.00
Field trips		$0.00	Field trips	$390.00	Field trips	($390.00)
5th Grade T-shirts		$0.00	5th Grade T-shirts	$0.00	5th Grade T-shirts	$0.00
Tailgate		$0.00	Tailgate	$82.33	Tailgate	($82.33)
Teacher Apprec.		$0.00	Teacher Appreciatio	$0.00	Teacher Appreciatic	$0.00
5th Graduation		$0.00	5th Grade Grad	$0.00	5th Grade Grad	$0.00
Volunteer Apprec.		$0.00	Volunteer Apprec.	$0.00	Volunteer Apprec.	$0.00
PROJECTS:			***PROJECTS:***		***PROJECTS:***	
Teacher's Request		$0.00	Teacher's Request	$910.64	Teacher's Request	($910.64)
Teacher Grants		$0.00	Teacher Grants	$0.00	Teacher Grants	$0.00
Art Closet		$0.00	Art Closet	$0.00	Art Closet	$0.00
Fraud charges		$0.00	Fraud charges	$0.00	Fraud charges	$0.00
Teacher $50 GC		$0.00	Teacher $50 GC	$0.00	Teacher $50 GC	$0.00
MISC. EXP.:			***MISC. EXP.:***		***MISC. EXP.:***	
Supplies		$0.00	Supplies	$0.00	Supplies	$0.00
Sam's Club Renewal		$0.00	Sam's Club Renew $	$0.00	Sam's Club Renew	$0.00
Bad Check Fees		$0.00	Bad Check Fees	$0.00	Bad Check Fees	$0.00
Total		**$18,256.65**	**Total**	$9,839.83	**Total**	**$8,416.82**

Bank Statement 3/31/2023

Pending Income

Pending Expenses

Reconciliation to Bank

Pending Income

Pending Expenses

Total

Respectfully Submitted, Tina Bushyhead, Treasurer

Integrated Register Systems, Inc.

Quotation

Date	Page
May 18, 2023	1
Order Number	
QT0252	

dba InTouch Receipting
420 N Meridian
Suite B
Puyallup, WA 98371
Phone: (253) 922-6077
Fax: (253) 922-6154

Sold To:

OWASSO PUBLIC SCHOOLS
1501 N. ASH ST.
OWASSO, OK 74055

Ship To:

OWASSO PUBLIC SCHOOLS
1501 N. ASH ST.
OWASSO, OK, 74055

Reference	PO Number	Customer No.	Salesperson	Order Date	Ship Via	Terms
23-24 ANNUAL SUPPORT F		OPS	ARNOLD	May 18, 2023		NET

Qty. Ord.	Qty. Shp.	Qty. B/O	Item Number	Description	Unit Price	UOM	Extended Price
2.0000	0.0000	2.0000	AGI-HELP	IT RECEIPTING HELP DESK HS UNLIMITED HELP DESK, M-F, S/W UPDAT HIGH SCHOOL 2023-24 SCHOOL YEAR	662.00	EA	1,324.00
3.0000	0.0000	3.0000	AGI-HELP	IT RECEIPTING HELP DESK MS UNLIMITED HELP DESK, M-F, S/W UPDAT MIDDLE SCHOOL 2023-24 SCHOOL YEAR	662.00	EA	1,986.00
9.0000	0.0000	9.0000	AGI-HELPELEM	IT RECEIPTING HELP DESK ELEM UNLIMITED HELP DESK, M-F, S/W UPDAT ELEMENTARY 2023-24 SCHOOL YEAR	221.00	EA	1,989.00
1.0000	0.0000	1.0000	AGI-HELPGL	IT G/L HELP DESK - SUPPORT UNLIMITED HELP DESK, M-F, S/W UPDAT ACCOUNTING INTERFACE 2023-24 SCHOOL YEAR	221.00	EA	221.00
14.0000	0.0000	14.000	AGI-HELPLIBRARYIF	IT RECEIPTING LIBRARY I/F SUPPORT UNLIMITED HELP DESK, M-F, S/W UPDAT 2023-24 SCHOOL YEAR	110.00	EA	1,540.00
1.0000	0.0000	1.0000	AGI-ITR HOSTING	IT RECEIPTING HOSTING SERVICE 2023-24 SCHOOL YEAR	1,125.00	EA	1,125.00
9,847.0	0.0000	9,847.0	AGI-PSAPI	POWERSCHOOL API ADM 2023-24 SCHOOL YEAR	0.15	EA	1,477.05

Comments:

Please note: This is annual billing for site software maintenance/updates and help functions for 2023-2024 fiscal year. Please send back a PO to accounting@intouchreceipting.com.

Tax Summary:

OOS	0.00

Less	
Included Tax	**0.00**
Order Discount	**0.00**
Subtotal	**9,662.05**
Total sales tax	**0.00**
Total order	**9,662.05**

OWASSO RAMS

DEPARTMENT OF ATHLETICS

OHS Gym ADVERTISING AGREEMENT
Ram Club – Volleyball

THIS AGREEMENT is made and entered into by and between the OWASSO ATHLETIC DEPARTMENT of THE INDEPENDENT SCHOOL DISTRICT NO. 11 OF TULSA COUNTY, OKLAHOMA, a/k/a Owasso Public Schools (the "District") and Owasso Summit (the "Sponsor).

In consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **Scoreboard Advertising**. The District hereby designates the Sponsor as a Ram Club - 1 Sponsor and leases to the Sponsor one digital rotation on LED sign in the OHS gym.

2. **Term**. The term of this Agreement shall extend for a period of one (1) year beginning on 7/1/23 of the current year and ending date on June 30th of the next year.

3. **Consideration**. The Sponsor agrees to pay the Athletic Department $1,000 per year, in advance and paid in full of the current year, in consideration for the advertising rights granted to the Sponsor during the term of this Agreement.

4. **Installation and Maintenance**. The Sponsor will bear the responsibility and expense for the fabrication and submission to the Athletic Department of the District of said Sponsor's logo for the Sponsor's advertising panel. All such activities will be coordinated with the District. Sponsor agrees to submit an artwork and advertising copy to the District for approval prior to the installation on the scoreboard. The District may reject, in whole or in part, any artwork or advertising copy which the District, in its sole discretion, determines to be objectionable in appearance or subject matter, offensive, controversial, contrary to the educational mission of the District, or which interferes with existing marketing programs or contracts.

5. **Location.** The District will, in its sole discretion, determine the specific location on the scoreboard/message center where the Sponsor's advertising panel will be displayed.

6. **Intellectual Property Rights**. The Sponsor represents and warrants to the District that all marks, logos and advertising copy is owned by the Sponsor or that the Sponsor has the authority to make use of such property in the manner contemplated by the Agreement. The Sponsor agrees to indemnify and hold the District harmless from and against all claims, damages, costs and expenses, including attorneys' fees, arising from any claims for trademark or copyright infringement or violation of other intellectual property rights.

7. **Termination**. The District may terminate this Agreement by written notice of the Sponsor if the Sponsor fails to pay rental payments within (10) days after notice of nonpayment or for material breach by the Sponsor of any other term or condition contained herein.

8. **Assignment.** The Agreement may not be assigned by Sponsor, in whole or in part, without the prior written consent of the District.

9. **Entire Agreement**. This Agreement sets forth the entire agreement of the parties and replaces and supersedes all other agreements. This Agreement cannot be modified, terminated or otherwise amended except by written instrument signed by both parties.

Dated:

Owasso Athletic Department

by: _____
BOE President

_____

by: _____
Athletic Director

_____

By: Meghann Kannett
Owner / Representative
Owasso Summit

OWASSO RAMS

DEPARTMENT OF ATHLETICS

OHS Gym ADVERTISING AGREEMENT
Ram Club – Volleyball

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Dated: May 16. 2023

Owasso Athletic Department

by: _____
BOE President

_____

by: _____
Athletic Director

_____

By: Jeffrey J Ahlert
Owner / Representative

Jeffrey J Ahlert

frontline education

Quote ID Q-139160
05/30/2023

Frontline Education Renewal Notice

Attn: Owasso Public Schools

Thank you for your continued partnership with Frontline Education. We remain focused on providing you with industry-leading solutions and technology for K-12. As part of the ongoing investment in your solutions, our Learning Center continues to be enhanced to provide access to articles with answers to routine questions 24/7. This includes the ability to create a support request.

Below you will find information about the renewal of your subscription(s) that renew on 7/01/2023. Once you have reviewed the pricing for your upcoming subscription you can either:

- Use this **link** to confirm the renewal of your subscriptions, or
- If you have questions please reach out to your Client Success Manager

Description	Start Date	End Date	Qty	Rate	Amount
Absence & Time Solution	7/01/2023	6/30/2024	1	$39,405.69	$39,405.69
Applicant Tracking with Proactive Recruiting, unlimited usage for internal employees	7/01/2023	6/30/2024	1	$12,384.22	$12,384.22
Employee Evaluation Management, unlimited usage for internal employees	7/01/2023	6/30/2024	1	$17,011.00	$17,011.00
Total					**$68,800.91**

Please use this link to indicate that you intend to renew your subscriptions and request your invoice if needed.

Need assistance? You can reach us by calling Paul Naughton at 817-219-0212 or by emailing us at renewals@frontlineed.com.

Laura Hughes
Director, Client Retention and Renewals

CCOSA
The Cooperative Council for
Oklahoma School Administration

2901 North Lincoln Boulevard
Oklahoma City, OK 73105
405-524-1191 office
405-524-1196 fax
www.ccosa.org

[RENEWAL]

Dear Superintendent:

Thank you so much for being a part of CCOSA District Level Services (DLS) last year! Your support allows us to continue to provide quality services and support to our members and your districts. Please find attached your renewal contract for 2023-2024. We appreciate you!

CCOSA offered more professional learning (PL) support last year, as was requested, and had tremendous response from districts. Again this year, the CCOSA DLS Program continues to include Free Online Professional Learning (PL) for the beginning-of-the-year PL that fulfills state and national requirements and is available for ALL staff members to access and use. You can review descriptions of additional PL opportunities on the attached flyer.

Federal funds, including the Elementary and Secondary School Emergency Relief funds (ESSER I-III), can be used to support CCOSA's District Level Services Program. This quality program will empower leaders with budgetary acumen to plan for and implement innovative programs and evidence-based interventions that not only serve to mitigate learning and opportunity gaps, but also create future-focused strategies within our schools to move students toward their ultimate goals. As Oklahoma's preeminent school leadership organization, we have identified practical resources that school districts can immediately apply to support effective leadership, teacher support, and student learning.

Sherry Durkee, Sand Springs Public School Superintendent, attested that "CCOSA's District Level Services Program is more valuable now than ever." In its eighth year, this program continues to advance with member school districts taking advantage of numerous opportunities to save money and to learn professionally. Membership costs depend upon size of district (see enclosed calculation grid).

Districts that formerly participated in CCOSA's Legal and/or Financial Assistance Program(s) will have the option to continue membership in those programs. However, to retain your current benefits and access these additional benefits, districts must join the District Level Services Program.

For CCOSA DLS renewal, please place the following item on an **upcoming Board agenda**:

> **Discussion, motion and possible action to approve or not to approve entry into an agreement with the Cooperative Council for Oklahoma School Administration (CCOSA) to participate in the CCOSA District Level Services Program for the 2023-24 fiscal year.**

When the Board approves the agreement, please return a completed copy of the enclosed contract and forms (3 pages) to **Laura Crabtree (laura@ccosa.org) or fax to 405.524.1196 (ATTN: Laura Crabtree),** and keep a copy for your District files.

We look forward to working with you. Please contact me, Pam Deering (deering@ccosa.org), General Counsel Andrea Kunkel (kunkel@ccosa.org), Dr. Jeanene Barnett (barnett@ccosa.org) or Laura Crabtree (laura@ccosa.org) if you have questions about this Agreement or the Program.

Sincerely,

Pam Deering

Dr. Pam Deering
CCOSA/OASA Executive Director

CCOSA
The Cooperative Council for
Oklahoma School Administration

2901 North Lincoln Boulevard
Oklahoma City, OK 73105
405-524-1191 office
405-524-1196 fax
www.ccosa.org

CCOSA's District Level Services (DLS) Program
(Agreement 2023-2024)

This letter sets out the Agreement between the Cooperative Council for Oklahoma School Administration (CCOSA) and **Owasso Public School District No. 11 of Tulsa County,** Oklahoma (District) concerning the District's participation in **CCOSA's District Level Services Program** (Program) for the fiscal year ending June 30, 2024.

For participating Oklahoma cooperatives, interlocals, and technology centers, the cost of participation will be determined based upon the total 2021-22 ADM for your district.

P.O. CALCULATION GRID

County Name: Tulsa County Number: 72

District Name: **Owasso Public Schools** District Number: **I-011**

P.O. CALCULATION GRID

ADM	COST
25,000 plus	$ 4,000
10,000 to 24,999	$ 3,000
5,000 to 9,999	$ 2,500
1,500 to 4,999	$ 2,000
500 to 1,499	$ 1,800
499 or less	$ 1,500

ADM (2021-22)	TOTAL COST
9,105	**$2,500.00**

Purchase Order Number: _____

Purchase Order Amount: **$2,500.00**

Please attach a copy of the purchase order when submitting completed forms

CCOSA
The Cooperative Council for
Oklahoma School Administration

2901 North Lincoln Boulevard
Oklahoma City, OK 73105
405-524-1191 office
405-524-1196 fax
www.ccosa.org

CCOSA's District Level Services (DLS) Program

Designated Administrator Contact Form 2023-2024

While all of your district leaders have full access by phone, email, or in person, we need you to designate district administrators who serve as your main contacts to share information from CCOSA and its partners. **These designated administrators will need to commit to forwarding Professional Learning opportunities to your other district and/or school team members to ensure that all of your leaders get maximum benefit from the program.** Districts with an ADM of 10,000 and above may designate three district administrators. The District may include additional school personnel at no additional cost in conference calls, on-site visits, and training sessions.

Designated Administrators
(based upon each district's size in ADM for the 2021-22 school year)

ADM	# of eligible administrators
10,000 +	3
1 to 9,999	2

ADMINISTRATOR	PHONE NUMBER	EMAIL ADDRESS
Dr. Margaret Coates	918-519-6342	margaret.coates@owassops.org
Mr. Kerwin Koerner	918-698-7715	kerwin.koerner@owassops.org
*		

*only if ADM exceeds 10,000

Please send a copy of the completed forms to Laura Crabtree (laura@ccosa.org) or fax to 405.524.1196 (ATTN: Laura Crabtree). Keep one copy for your records.

CCOSA
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Superintendent Certification of Participation

I certify that on the **12th** day of **June 2024** the Board of Education of **Owasso** Public Schools voted to allow our school district to participate in the CCOSA District Level Services Program. The **Owasso** Board of Education has encumbered **$0.00** for the purpose of participating in the CCOSA District Level Services Program. The Board of Education acknowledges that participation in the Program will result in the provision of **advisory services** to designated administrators with **Owasso** Public Schools.

_____ _____

Signature of Superintendent Date

The District understands that CCOSA's District Level Services Program emphasizes assistance in areas that help to create high-quality schools based on the research in *For the People* and seven areas that create a quality system: Culture and Climate; Learning; Teaching, and Assessment; Expanded Learning Opportunities; Governance, Leadership, and Accountability; Human Capital Development; Physical Resources; and Financial Resources.

If consultation and/or professional learning is in the school district, the school district would agree to pay travel expenses that would not be a part of this agreement.

The District understands that CCOSA and/or its partners will be unable to provide assistance in some areas and with some issues. The District understands that, in those situations, CCOSA and/or its partners may recommend that the District seek advice, assistance, and services beyond those offered by this Program, which may cause the District to incur expenses that are not covered by this Program. **This Program is ADVISORY ONLY and CCOSA and/or its partners do not warrant or guarantee any specific outcome related to the advisory services provided. CCOSA reserves the right to refuse participation to school districts and to remove school districts from participation in the Program.**

The term of this Agreement begins on the date it is approved by the District's Board of Education and ends on June 30, 2024. Either the District or CCOSA may terminate this Agreement upon notice in writing to the other party. However, a delay in contract approval could result in your district missing valued services and workshops!

NEGOTIATED AGREEMENT

Between the

OWASSO BOARD OF EDUCATION

and the

OWASSO EDUCATION ASSOCIATION

2023-2024

Contents

ARTICLE I - GENERAL CONDITIONS OF EMPLOYMENT **4**
Section 1. Teacher Duty Day and Work Year 4
Section 2. Duty Free Lunch 4
Section 3. Planning Period 5
Section 4. Posting of Vacancies 5
Section 5. Assignments and Transfer 5
Section 6. Reduction in Force Policy - Certified Personnel 6
Section 7. Personnel Files 9
Section 8. Right to Representation 10
Section 9. Working Conditions 10
Section 10. Disciplinary Procedures 10
Section 11. Teacher Evaluation 11
Section 12. Activity Pass 12
Section 13. Extra Duty Employment 12
ARTICLE II - GRIEVANCE PROCEDURE 12
A. PURPOSE 12
B. DEFINITIONS 12
C. PROCEDURE 13
D. GENERAL PROVISIONS 13
ARTICLE III - LEAVE PLAN 15
Section 1. Sick Leave 15
Section 2. Personal Leave 22
Section 3. Bereavement Leave 22
Section 4. Emergency Leave 23
Section 5. Extended Leave of Absence 23
Section 6. Professional Leave 24
Section 7. Legal Process Leave 24
Section 8. Other Employment 24
ARTICLE IV - ASSOCIATION PRIVILEGES 25
Section 1. Use of Facilities 25
Section 2. Information Distribution 25
Section 3. Use of District Resources 25
Section 4. Access to Information 25
Section 5. Association Leave 25
Section 6. School Calendar Input 26
ARTICLE V - COMPENSATION **27**
Section 1. Salary 27
Section 2. Extra Duty 27
Section 3. Coverage Outside Planning Period 27

Section 4. Other Benefits 27
Section 5. Retirement 28
Section 6. Payroll Deductions 28
Section 7. Teacher Travel 28
Section 8. Extra Duty Raises 28
Section 9. Compensation for Unused Sick Leave Upon Retirement 28
Section 10. Retirement Benefits 29
ARTICLE VI - GENERAL PROVISIONS 31
Section 1. Teacher Reference Materials 31
Section 2. Savings Clause 31
Section 3. Contract Negotiation 31
Section 4. Date Changes 31
Section 5. Communication 31
Signatures 31
ADDENDUMS 33
Owasso Public Schools 34
Procedural Agreement 34

ARTICLE I - GENERAL CONDITIONS OF EMPLOYMENT

Section 1. Teacher Duty Day and Work Year

A. Teachers shall report to work a combined total of thirty-five (35) minutes before and /or after the student instructional day for a total of seven (7) hours and twenty (20) minutes or until assigned duties have been completed, whichever is later.

B. Teachers shall accept non teaching duty assignments when these duties are deemed necessary for the proper functioning of the school. Such duty assignments shall be held to the minimum number necessary to provide adequate supervision of students as determined by the building principal. After the regular teacher workday, extra duties may be performed by the principals and/or designee.

    1. Each school faculty shall convene a “new or existing” committee of teachers and administrators whose task shall be to (re)evaluate the duty needs and schedules. The committee may also consider innovative ideas for improvement. Student safety and supervision shall be prime considerations in the deliberations of the committee

C. Teachers may be required to stay later for staff meetings. Each building principal shall designate a specific weekday for said meetings. When staff meetings are necessary on other days, all teachers will be required to attend unless excused by the principal.

D. Effort shall be made to schedule staffing/parent conferences during the teacher's planning period. The teacher may be required to stay later when this is not possible.

E. Teachers may be required to attend other school functions.

F. The standard contractual work year for teachers shall be 180 days unless mutually agreed to by the Board and Association.

Section 2. Duty Free Lunch

A. Teachers shall be scheduled for a minimum of twenty (20) minutes of duty-free lunch each day.

B. When necessary, the principal may require teachers to forego their duty-free lunch in order to accept responsibilities related to the function of the school. Such assignments shall be made in an equitable manner.

C. Teachers shall be permitted to leave school during lunch after checking out in the principal's office. If the practice is abused by teachers it shall be dealt with on an individual basis. When necessary the principal may require teachers to remain in the school during lunch.

D. An extra duty position will consist of a person or persons to perform duty during the lunch period for grade levels K through 12. The person or persons hired for this position may not perform any other duties during this time period.

The Extra Duty Lunch Time Position will be posted and offered to teachers before anyone else. Teachers will have first choice to accept or refuse the Extra Duty. This position will be offered to other applicants only if no teacher or teachers accept the position.

Certified personnel volunteering to perform lunch duty will receive annual extra duty compensation per the extra duty schedule.

Non-certified persons employed in the Extra Duty Lunch Time position will receive a minimum of ten dollars ($10.00) per hour. The two (2) hours may be broken up into small periods of time.

Section 3. Planning Period

A. Secondary classroom teachers shall be scheduled for a duty-free planning period each day.

B. Elementary classroom teachers shall be scheduled for a minimum of two hundred (200) minutes of duty-free planning time during the student workday each week.

C. Every effort will be made to ensure that the teacher's planning period is used for its intended purpose. While building principals will make every effort to protect that plan, they will have discretion to call meetings/conferences/collaboration when deemed necessary.

D. After all possible efforts are made, whenever a teacher is required by administration to receive and instruct students from the class of an absent teacher for whom a substitute was not secured, the covering teacher(s) shall be compensated at $20 per hour or a prorated rate. If a certified non classroom teacher is required to cover a class on the non classroom teacher's plan or while maintaining the non classroom teacher's other duties then that employee will be compensated at $20 per hour.

Section 4. Posting of Vacancies

A. Notice of vacant certified positions shall be posted on the website and sent via internal email a minimum of three (3) consecutive work days prior to the filling of the position.

B. Notice of vacant extra duty positions (district) shall be sent via internal email a minimum of three (3) consecutive work days prior to the filling of the position.

C. Notice of vacant extra duty positions (site) shall be sent via internal email to the staff at the impacted site a minimum of three (3) consecutive work days prior to the filling of the position.

Section 5. Assignments and Transfer

A. Assignments

1. Teachers shall be assigned by the principals within the scope of their certification and the rules and regulations of the State Department of Education.

2. Teachers currently employed in the district shall have an opportunity to apply and shall be considered for vacancies before outside applicants are employed.

3. An initial site vacancy will be sent via email to all site faculty If the position is filled within site, any resulting vacancy (ies) may be filled within site without posting. If a vacancy remains after an initial site vacancy and any resulting subsequent vacancies are filled within the site, that vacancy shall be posted district wide.

4. Teachers who may be interested in a transfer may send an email notification to the appropriate principal(s).

5. When considering applicants for a vacant position, the principal shall consider teachers who have requested a transfer as well as outside applicants.

6. If a principal decides to fill the vacancy with a currently employed teacher and more than one teacher has requested such a transfer, the principal will consider the following criteria: qualifications of candidates compared to those of all other candidates being considered for the position. Such qualifications shall include certification, length of service in the district, training, experience, and special skills.

7. The principal will select the teacher that the principal believes will best meet the needs of the students and the district.

B. Involuntary Transfer

1. When an involuntary transfer is deemed necessary, a conference shall be held between the teacher and the principal. At the conference, the reasons for the transfer will be explained and discussed to afford the teacher an opportunity to understand all factors involved in making the decision.

2. When a reduction in the number of teachers in school is deemed necessary, the principal will consider the needs of the students and determine the grade level and/or subject area where the transfer can best be made.

3. When selecting the teacher to be transferred, the principal will consider the following criteria: qualifications of teachers compared to those of all other teachers being considered for transfer. Such qualifications shall include: certification, length of service in the district, training, experience and special skills.

4. Qualified teachers who volunteer for transfer shall be transferred first.

C. Change in Assignment/Transfer

a. Teachers hired/given new assignments after school begins may have up to two (2) days with no additional duties or responsibilities to prepare for classroom instruction.

Section 6. Reduction in Force Policy - Certified Personnel

General

1. Reasons for a Reduction in Force: Any teacher in the district may be non-reemployed for the following fiscal year when the board decides that due to (a) a financial necessity or (b) a program change or (c) a decline in enrollment or (d) other business inevitability as determined by the board, a reduction in the teaching staff for the following fiscal year is necessary.

2. Definitions: For the purpose of this section, the following terms have the stated meanings:
   - "Financial necessity" means a reduction in the district's financial resources that in the sole judgment of the board of education will result in a reduction in the district's current or future operating budget.
   - "Program change" means any elimination, curtailment or reorganization of a curricular/instructional offering, program or school operation or a reorganization or closing of a school or a consolidation of two or more individual schools or school districts.
   - "Declining enrollment" means a decrease in the district's total enrollment or enrollment in a particular program or curricular/instructional offering which in the sole judgment of the board of education may adversely affect the district's current or future funding and/or the necessity of maintaining certain current or future class sections or curricular/instructional offerings.

3. Criteria for Eliminating Positions: The primary standard in implementing any reduction in force shall be the maintenance of a sound and balanced educational program that is consistent with the functions and responsibilities of the district. In deciding which positions to eliminate, the superintendent and the board will consider the curriculum, instructional focus and the unique/multi-dimensional needs of students. Natural attrition will always be used as the first means of reducing the force.

4. Criteria for Non-reemployment of Teachers in Affected Positions: Once a determination has been made as to which positions should be eliminated then the primary basis that will be used in determining which teachers to retain in the affected position(s) will be the composite evaluation rating of the teachers holding such positions as measured (to the nearest hundredth of a decimal point) by the district's Teacher and Leader Effectiveness Evaluation System (TLE) for each year in which the TLE has been in effect. If the composite ratings of the teachers in the affected positions are identical then the following, in this order, shall control:
   - Seniority in the district
   - The number of certifications held
   - Total years of teaching experience
   - A lot drawing made by the Superintendent in the presence of a member of the current OWEA negotiations team.

5. Bumping Rights:
   - Only those teachers who have an average three year ranking that falls at the effective rating of 2.80 or above will be given bumping rights. If three years of

rankings are not available, the district will use an average of available years. In order to bump, a teacher must be certified in the position they seek to move into and must meet all state and federal requirements necessary to hold that position.

- In the event a teacher eliminated through RIF is certified to hold a position other than the one being eliminated, said teacher may bump another teacher in that position, as long as the teacher has seniority over that person and has an average composite ranking score that is greater than the other teacher as measured to the nearest hundredth of a decimal point.
- If the composite ratings of the teachers in the affected positions are identical then the following, in this order, shall control bumping:
- Seniority in the district
- The number of certifications held
- Total years of teaching experience
- A lot drawing made by the Superintendent in the presence of a current member of the OWEA negotiations team.

6. Procedures for Reduction in Force
    - Action by Superintendent: The superintendent, upon receipt of the board's preliminary determination of the necessity for a reduction in force, or upon the superintendent's own decision, shall submit to the board the superintendent's written recommendations for eliminating particular teaching positions. In making recommendations, the superintendent shall not be limited to considering only positions in the areas or programs designated by the board and shall consult with each relevant principal or other district administrator in whose school or unit a position elimination is proposed and shall take into consideration the criteria set out herein.
    - Action by Board: In the absence of a recommendation from the superintendent pursuant to this section, or when the board of education chooses not to accept the superintendent's recommendation, the board may initiate action without such recommendation provided that it adheres to the other provisions of this Reduction in Force Agreement.
    - Notice and Hearing Procedures: Prior to taking any action to non-reemploy a teacher due to reduction in force, whether acting on a recommendation of the superintendent or on its own decision, the board shall provide written notice and an opportunity for hearing to the affected teacher; provided however, because the law does not provide nonrenewal hearings for teachers on temporary contracts, no hearing opportunity shall be afforded any teacher on a temporary contract with notice of the expiration of the temporary teacher's contract at the end of the school year being provided to the temporary teacher. The notice and board hearing procedures for teachers other than temporary teachers shall be the same as those provided by Oklahoma law regarding non-reemployment of teachers. Notice of a recommendation of non-reemployment shall be given to the teacher prior to the applicable deadline set by law.
    - Board hearing: At the board hearing, evidence may be presented by the administration and the teacher as to whether a reduction in force is reasonably necessary and is being made in good faith and for the best interests of the district and whether the recommendation to not renew the specific teacher is being made in good faith under this Reduction in Force Agreement.
    - Effect of the board decision: The decision of the board based on the evidence presented at the hearing shall be final and non-appealable.

7. Re-employment or Other Employment
    - Recall: For one school year after the effective date of non-reemployment due to a reduction in force, the board of education shall not fill positions eliminated through reduction in force without first offering such positions to the non-reemployed and eligible teachers. In order to be an "eligible teacher" for recall, the teacher, at the time of the reduction in force, must have had an overall composite evaluation rating, for the time period used, of at least 2.80 on a scale of 5.00 and be certified and qualified to teach in the open position. Recall shall be in the reverse order of the reduction in force. In the event one or more teachers eligible for recall are equal in all criteria used in the reduction procedure, the superintendent/superintendent designee shall have authority to select the teacher believed to best fit the needs of the district.
    - Recall Procedures: The offer of reemployment shall be made personally and by certified mail, return receipt requested, and the teacher shall be notified in such notice that if the teacher wishes to accept, the teacher must do so in writing within five (5) calendar days of his receipt of notice. It is the responsibility of the teacher to keep full, accurate and current mailing addresses/phone numbers up-to-date with the payroll office. Failure to receive acceptance within five (5) calendar days or rejection of the offer of reemployment eliminates all reemployment rights of the teacher.
    - Status after Recall: A career teacher who has been non-reemployed and who is then reemployed within one school year shall be reinstated as a career teacher. A probationary teacher who is non-reemployed but is then reemployed within one school year shall be given credit for the time already served as a probationary teacher

Section 7. Personnel Files

A. Teacher personnel files shall be maintained as follows:

    a. A working file in the principal's office.
    b. An official file in the Human Resources department.
    c. A medical file, if applicable, is located in the Human Resources department.
    d. Any reference to "file" or "files" in this section shall refer to the official file referenced in number 2 above.

B. Information from sources other than the personnel files may not be used in any action that adversely affects the teacher's employment status.

C. Material that may adversely affect a teacher’s employment status shall not be placed in a teacher’s files until the teacher has an opportunity to read and sign and date the material to be filed. The teacher’s signature shall signify that the teacher has read the material to be filed but not that teacher necessarily agrees with its content. The teacher shall receive a copy of said material at the time of signing, at no cost to the teacher.

D. Teachers shall have the right to submit a written response to any material placed in their files within ten (10) days after viewing such material and such response shall be attached to original material.

E. Copies of disciplinary materials placed in the official personnel file shall be provided to the affected teacher. The teacher shall be given an opportunity to sign and date the

material. The teacher's signature and date of receipt of the materials shall indicate that the teacher received the material and date upon which the teacher received the material, and is not for the purpose of showing agreement or disagreement with the disciplinary material.

F. Upon presentation of written and notarized authorization by the teacher, the teacher or the teacher's designee may review the contents of the teacher's official personnel file or medical file, excluding confidential letters of reference or any other information precluded by law. The teacher may, upon request, receive copies of any material contained in the teacher's own official file subject to payment of the cost of reproduction of the material. The cost shall be determined by the District's policy related to charges for open records.

G. The examination of a teacher's official file by persons other than the teacher or those authorized by the teacher as provided above is limited to District employees or board members who have a need for the information to complete their job duties and functions or others as authorized by law. Individuals authorized by law include members of the public who make an open records request for the inspection or copying of records which are public records located in the teacher's official personnel file. A teacher shall be given a minimum of 24 hours' notice of an Open Records Act request related to the teacher's official file.

H. Upon mutual agreement of the teacher and the Superintendent or the superintendent's designee, any materials related to discipline or reemployment shall be removed from the official personnel file after a period of two years from the date of placement of the material in the file. No material shall be removed if adverse disciplinary action has occurred within two years prior to the request for removal. In the event the request to remove is denied, the teacher may place a letter into the file addressing the reason for the request for removal of the material.

Section 8. Right to Representation

A. If documentation of a disciplinary conference is to be made, teachers shall be informed prior to the conference of the right to have a representative, either association (if applicable) or district certified teacher, present at the conference. If district certified teacher is from another school site, the conference will be scheduled outside the school day.

B. During an administrative conference, the teacher may have a witness from within the building present.

Section 9. Working Conditions

A. The board shall provide healthy and safe working conditions. Public information regarding health and safety related issues and status of work orders will be made available to the teacher.

B. A teacher may report, in writing, any perceived inadequacy in health or safe working conditions to the principal.
   1. The principal will respond, in writing, as to any action taken, within a reasonable

time.
2. If the teacher is not satisfied with the principal's response, the teacher may forward the written request to the superintendent's office.

Section 10. Disciplinary Procedures

1. The following steps will be followed when disciplining a teacher:
   a. Verbal warning or oral reprimand
   b. Written reprimand
   c. Suspension/dismissal or termination
2. Disciplinary action may be initiated at any of the steps above based on the severity or type of offense.

Section 11. Teacher Evaluation

A. Evaluations shall be based upon the Tulsa Model as approved by the State Board of Education. Any changes to the district's evaluation plan will be done in conjunction with OWEA and administration.

B. Unless otherwise modified by OSDE, the evaluation sequence is as follows:
   1. All career teachers are to be observed twice during the year with evaluation by the end of third quarter. Probationary teachers are to be observed once each quarter (1-3) with evaluation by the end of fourth quarter, no later than April 30.

C. Any teacher who is assigned to more than one site will be evaluated by the designated certified administrator.

D. For the purpose of evaluation, formal classroom observations shall be conducted openly with the full knowledge of the teacher.

E. A copy of the evaluation will be available electronically and reviewed with each teacher at a conference to be held between the teacher and evaluating administrator. The evaluation conference shall be held within a reasonable time after the final observation conference. Teachers shall receive one (1) day prior notice of the evaluation conference, if the conference is held on a different date. A teacher shall be permitted to have a representative of the teacher's own choosing at the evaluation conference. The teacher shall acknowledge the evaluation by the teacher's own signature.

F. The teacher may respond to the evaluation and have the response attached to the evaluation which is placed in the personnel file. Such response shall be submitted by the teacher within ten (10) school days of receipt of the evaluation.

G. Each certified employee will develop a Professional Learning Focus component as part of the TLE process. The PL Focus is based on each certified employees' qualitative evaluation. The PL Focus should be developed by the certified employee in conjunction with the certified employee's TLE evaluator. The PL Focus component is aimed at supporting the constant learning and growth of all educators and must be completed annually regardless of exemption status. The PL Focus must be selected, documented in writing, and tied to a TLE indicator or element appropriate to the particular individual. The PL Focus may be modified as needed during the school year and should be

accomplished through education and training related to the identified area of focus. The PL Focus goal documentation and evidence of completion of the goal must be attached to the evaluation and placed in the personnel file.

H. Evaluation documents can be found on the district website, can be provided by the principal, or can be provided by our Human Resources department.

Section 12. Activity Pass

Each teacher shall be provided admission to activities for self and one (1) guest to school sponsored events by presenting Owasso Public Schools employee ID. Owasso Public Schools employee ID will not be valid for entrance into OSSAA playoff events.

Section 13. Extra Duty Employment

A. GENERAL
Teachers interested in extra duty employment (including, but not limited to teaching summer or night school, working athletic events, and working during the summer in maintenance) should contact the appropriate site administrator indicated in the posting in writing within the posting period. All extra duty positions shall be posted for not less than three (3) days.

ARTICLE II - GRIEVANCE PROCEDURE

A. PURPOSE

The purpose of this procedure is to secure at the lowest possible level, equitable solutions to a claim of contract violation by the grievant. Alleged violations of board policy or administrative actions are not covered by this grievance procedure, however; teachers' may utilize the complaint procedure and related forms as established and provided by board policy for alleged violations in these areas.

B. DEFINITIONS

1. A "grievance" is a claim by a teacher, a group of teachers or the O.W.E.A, that there has been a violation, misinterpretation or misapplication of the terms of this negotiated agreement that has affected that teacher with the exception that the term "grievance" shall not apply to any matter as to the method of review prescribed by law or where the board is without authority to act.

2. The "grievant" is a teacher, a group of teachers, or the O.W.E.A. making the claim.

3. The term "teacher" includes all members of the bargaining unit.

4. The term "days" shall mean working days of the teacher; except that outside of the contract year of the teacher, "days" shall mean the working days of the supervisor involved at the level that the grievance is being processed.

C. PROCEDURE

1. Level I

   A teacher with a grievance shall first discuss the grievance, individually, with the principal within ten (10) days of knowledge of the alleged violation, citing the article and section alleged to have been violated, with the objective of resolving the grievance informally. No written record will be made.

2. Level II

   The grievant shall submit a written grievance to the principal within five (5) days of the informal discussion, citing the article and section alleged to have been violated and the specific remedy sought:

   a. The principal shall schedule and hold a formal meeting with the grievant within five (5) days after receipt of the written grievance.

   b. The principal shall transmit a written decision to the grievant within five (5) days of the meeting.

3. Level III

   The grievant may submit a written appeal of the Level II decision to the superintendent within (5) days after receipt of the Level II decision.

   a. The superintendent shall schedule and hold a hearing within five (5) days after receipt of the appeal.
   b. The superintendent shall transmit a written decision to the grievant within five (5) days of the hearing.

4. Level IV

   The grievant may submit a written appeal of the Level III decision to the board within five (5) days after receipt of the Level III decision.

   a. The board shall conduct a hearing at the next regularly scheduled board meeting or at a special meeting which has been called for that purpose. In all cases, the hearing shall occur within thirty (30) days.

   b. The board shall transmit a written decision to the grievant within five (5) days

of the hearing. The decision of the board shall be final.

D. GENERAL PROVISIONS

1. The grievant and the administration may each be represented by a person of their own choosing at Levels II, III, and IV of this procedure.

2. Grievances arising from acts of an authority higher than Level II shall be initiated at Level III. Prior to formal written grievance, the grievance shall be discussed as provided in Level I.

3. The grievant shall have sole responsibility for presenting and pursuing the grievance through all levels and within the time limits specified in these procedures.

4. Failure at any step of this procedure to appeal to the next level within the specified time limits shall be deemed to be acceptance of the decision at that level.

5. Failure to communicate the decision at any level of this procedure within the specified time limit shall permit the grievant to proceed to the next level.

6. No reprisals shall be taken against the grievant, any witness or other participant in the grievance procedures by reason of such participation. ·

7. Copies of official grievances by the grievant shall not be placed in the personnel file of the grievant.

8. Necessary forms for the filing of grievances shall be mutually agreed upon by the association and the board and made a part of this agreement.

9. Time limits at any level may be extended by mutual agreement, and such agreements shall be reduced to writing and placed in the record for that grievance.

10. When grievance meetings or hearings are held during the workday, the grievant and the grievant's representative and witnesses shall be released from duty with no loss in pay.

11. The association may file grievances on all alleged violations of Article IV, Association Privileges.

12. The board will provide the association with a copy of all grievances and written decisions at each level.

13. All written decisions shall set forth reasons supporting such decisions.

14. Neither party shall be permitted to insert in the board proceedings at Level IV any evidence which was not submitted to the other party before the completion of the Level III hearing.

15. The board, administration, and the association will cooperate with each other in the investigation of any grievance, and further, upon request, will furnish each other with all public information.

16. When grievance meetings or hearings are held during the teacher's workday, the date, time and place shall be established by the appropriate administrator. When grievance meetings or hearings are held outside the teacher's work day, the date and time shall be mutually agreed upon by the teacher and the appropriate administrator.

ARTICLE III - LEAVE PLAN

Section 1. Sick Leave

A. Sick Leave. Teachers are entitled to ten (10) days of paid leave for personal illness, accidental injury or pregnancy, or illness or accidental injury in the immediate family. For the purposes of this policy, adoption will be treated the same as a live birth. Immediate family for purposes of this leave included the teacher's spouse, children, and any dependents (as that term is used for purpose of the regulations of the Internal Revenue Service) who reside in the employee's home. And this sick leave may also be used in the case of hospitalization, surgery, or home care involving brothers, sisters, parents, and parents-in-law. A maximum of five (5) days may be used for extended family members not included in this section.

B. Twenty Days with Substitute Deduction. If, after exhausting all sick leave days, a teacher is absent from the teacher's duties due to personal accidental injury, illness or pregnancy, the teacher shall receive the teacher's full contract salary less the rate paid to a substitute for a period not to exceed twenty (20) days.

C. Accumulation of Sick Leave. Teachers may accumulate unused sick leave to a maximum of one hundred twenty (120) days.

D. Medical/Dental Appointments. Sick leave may be used for medical or dental appointments.

E. Certification of Illness. Teachers may be required to provide certification of illness by a physician or other health care professional or other evidence of illness.

F. Donated Sick Leave. The District's Sick Leave Donation Policy is designed to solicit sick leave donations for a full-time teacher who has exhausted the teacher's own accumulated sick leave. A teacher covered by the District's Policy shall be eligible for shared sick leave if he/she is suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition which has caused or is likely to cause the employee to take leave without pay or to terminate employment. Severe or extraordinary also means temporary disability resulting from pregnancy, miscarriage, childbirth and recovery from childbirth. The recipient of shared sick leave is limited to a maximum donation of sixty (60) days over the course of a school year (July 1 - June 30) and a teacher/recipient shall not be eligible for more than two opportunities for donated sick leave over the entire period of the employee's employment with the School District.

   The teacher/recipient may accept up to three (3) days of donated leave from each teacher who wishes to voluntarily donate leave. And no employee may, by the donation of sick leave days, reduce the employee's own accumulated sick leave below ten (10) days of sick leave. Any exception to this policy will be subject to administrative review.

   Further information regarding the application for donated leave, the attendant requirements for qualification and eligibility and the coordination of donated sick leave with family and medical and other leave is found in the District's *Sick Leave Donation Policy.*

G. Parental Leave. The district will provide one (1) week of paid leave for the birth of a child and to care for such child, or the placement for adoption or foster care of a child at the time of the qualifying event for a maximum of once per contract year.

H. Family and Medical Leave Policy

It is the policy of the Owasso School District to comply fully with the requirements of the Family and Medical Leave Act of 1993 (the "Act"). This Act requires that a covered employer provide up to twelve (12) work weeks of unpaid leave to eligible employees. "Eligible employees" are those employees who: (1) have been employed for at least one year by the Owasso School District; and (2) worked at least 1,250 hours during the previous twelve-month period; and (3) have requested appropriate leave for a reason covered by the Act.

REASONS FOR LEAVE

All eligible employees who meet the Act's requirements may be granted a total of twelve (12) work weeks [i.e., sixty (60) work days] or up to twenty-six (26) work weeks for military (item 4 below) of unpaid family and medical leave and available, appropriately applied paid sick, vacation and personal leave combined (during any year as defined below) for the following family and medical leave reasons:

1) For the birth of a child and to care for such child, or placement for adoption or foster care of a child;

2) To care for a spouse, child or parent with a serious health condition; or

3) For a serious health condition of the employee that makes the employee unable to perform his or her job functions.

4) To care for a covered family service member with a serious illness or injury incurred in the line of duty on active duty; or

5) To use for any qualifying exigency arising out of the fact that a covered military member is on active duty or called to active duty status in support of a contingency operation.

The term "serious health condition" means one which requires either in-patient care, or continuing treatment by a health care provider. This term is intended to cover conditions or illnesses affecting health to the extent that in-patient care is required, or absences are necessary on a recurring basis or for more than just a few days. A "serious health condition" does not cover short-term conditions for which treatment and recovery are very brief. Such conditions would normally be covered by the District's sick leave policies.

The term "year" as used in this Policy shall mean a rolling 12-month period measured backward from the date an employee uses any leave.

The term "qualifying exigency" means the most common issues that arise when a covered military member is deployed, such as attending military-sponsored functions, making appropriate financial and legal arrangements, arranging for alternative childcare, attending counseling, rest and recuperation leave during deployment, and attending to certain post deployment activities. Only family members of National Guard and Reserves, and certain retired

military are eligible for qualifying exigency leave.

The term "covered military member" means that employee's spouse, son, daughter, or parent, or next of kin of a covered service member who is on active duty or call to active duty status and suffers a serious injury or illness as a result of active duty status or service. It includes members undergoing medical treatment, recuperation or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list for a serious injury or illness incurred in the line of duty on active duty. Military caregiver leave extends to those serious injured or ill members of both the regular Armed Forces and the National Guard or Reserves.

AVAILABILITY OF LEAVE

In determining the availability of leave the District will consider the leave available to a person (whether paid or unpaid) by virtue of existing employment conditions. The intent of the District is to insure that each individual covered by the Act shall have the leave benefits available as a result of the law's requirements. It is not the intent of the District or this policy to provide leave benefits that exceed those authorized by rule, policy or existing law as supplemented by the Act. Thus, an eligible employee, when accessing leave for family and medical purposes must use any accrued paid vacation leave, personal leave and applicably applied sick leave for any part of the twelve (12) week period. It is the policy of the District that all appropriate paid non-Act leave will be used concurrently.

An employee requesting leave for one of the reasons authorized by the Act will be entitled to the leave available by virtue of existing leave policies. In the event the application of these policies results in less leave than is required by the Act an eligible individual will be entitled to such additional leave as is necessary to result in the minimum leave specified in the Act for covered individuals.

Where the employee's spouse is also employed by the District, the total number of work weeks of Act leave to which both spouses are entitled is limited to twelve (12) work weeks during a year if such leave is for the birth of a child or to care for a child or for placement for adoption or foster care of a child.

APPLICATION FOR LEAVE

An employee requesting leave must complete an "Application for Family or Medical Leave." The application must state the reason for the leave, the duration of the leave (if known), and the starting and ending dates of the leave. An application for Family and Medical Leave, as well as assistance with this process, may be obtained from the Human Resources department of the district.The application for leave must be submitted at least thirty (30) days before family or medical leave because of an expected birth or placement of a child, or because a planned medical treatment is to begin. If, for reasons beyond the employee's reasonable control, the leave is to begin in less than thirty (30) days, an employee must give notice to his or her immediate supervisor and to the office of the Superintendent as soon as is practicable, ordinarily within one or two school days of when the employee learns of the need for leave.

In the absence of an application for leave from an eligible employee the District may, in its discretion, place an eligible employee on FMLA leave if the employee is absent for any of the reasons set forth above in the "Reasons for Leave" provisions.

LEAVE BASED ON A SERIOUS HEALTH CONDITION

A "Medical Certification Statement" must accompany an application for leave based on the serious health condition of the employee or the employee's spouse, child or parent. This statement must be completed by the applicable health care provider. It must state the date on which the health condition began, the estimated duration of the condition, and the relevant medical facts related to the condition. The statement must be submitted within fifteen (15) days of application. Failure to submit medical certification will initiate denial of leave and other applicable consequences for failure to be at work without proper authorization.

If the employee has a serious health condition the certification must state that the employee cannot perform the functions of his or her position. The District reserves the right to require the employee to obtain a second medical opinion at the District's expense. If the opinions of the first and second health care provider differ, the District may require a third opinion from a health care provider mutually agreed upon by the District and the employee. The third opinion shall be final and binding.

The District may require subsequent certifications to support FMLA leave but not more often than every thirty (30) days unless the employee: (1) requests an extension of leave; (2) changed circumstances occur regarding the illness or injury; or (3) the District receives information that casts doubt on the validity of an existing certification.

In the event the employee is applying for leave to care for a spouse, child or parent, the certification must state that fact along with an estimate of the amount of time the employee will need.

When the employee is prepared to return to work, he or she must provide certification by his or her health care provider that the employee is able to resume work.

INTERMITTENT LEAVE OR LEAVE ON A REDUCED LEAVE SCHEDULE

An employee may request to use available leave intermittently or on a reduced leave schedule. Where leave is requested in connection with a serious health condition of the employee or his or her immediate family member, the request for leave must be supported with a certification from the health care provider that such leave is medically necessary and stating the expected duration and schedule of such leave. There must be a medical need for the leave and evidence that the medical need can best be accommodated through an intermittent or reduced leave schedule. Any eligible employee seeking leave on an intermittent or reduced leave basis must obtain and complete a request for leave and must submit the medical certification required.

Intermittent or reduced leave may also be taken in connection with the birth or because of the placement for adoption or foster care of a child. However, intermittent leave or leave on a reduced leave schedule for this purpose may only be taken with the approval of the District.

In either instance, whether because such leave is medically necessary or in connection with the birth or placement of a child, the employee must try to schedule the leave so as not to unduly disrupt the District's operations. In the event the employee takes intermittent leave or reduced leave the District reserves the right to place the employee in an alternative position which better accommodates intermittent or reduced leave.

When an instructional employee requests intermittent or reduced leave for planned medical treatment for more than twenty percent (20%) of the total number of working days in the period during which the leave would be used, the District may require the employee to elect either to (1) take leave for a "particular duration" or time which is not greater than the duration of the planned treatment, or (2) be transferred to an alternative position. If the instructional employee requesting intermittent leave or leave on a reduced leave schedule does not give proper notice as required, the District may deny the taking of leave until thirty (30) days after notice was provided, or may require the employee to take leave for either a "particular duration" or accept an alternative position.

LEAVE TAKEN NEAR THE END OF AN ACADEMIC TERM

If an instructional employee begins any type of covered leave more than five (5) weeks before the end of a term, and if the leave will last at least three (3) weeks and the employee would otherwise return to work during the three (3) weeks before the end of the term, the District may require the employee to continue taking leave until the end of the term.

If an instructional employee takes leave for a reason other than the employee's own serious health condition which commences during the five (5) weeks before the end of the term, and if the leave will last more than two (2) weeks and the employee would otherwise return to work during the last two (2) weeks of the term, the District may require the employee to continue taking leave until the end of the term.

If an instructional employee takes leave for a reason other than the employee's own serious health condition which begins during the last three (3) weeks of the term, and if the leave will last more than five (5) working days, the District may require the employee to take leave until the end of the term.

For the purposes of this Policy, the word "term" means the first term or Fall semester term of each academic year and the second term or Spring semester term of each academic year.

THE EFFECT OF LEAVE ON BENEFITS

During a period of family or medical leave, an employee will be retained on the District's medical insurance plan under the same conditions that applied before leave began. In order to continue medical insurance coverage, the employee must continue to make any contributions that he or she made to the plan before leave. Failure of the employee to pay his or her share of the medical insurance premium may result in a loss of coverage. The employee is required to pay all of the premiums for any other type of insurance coverage which may exist.

If the employee fails to return to work after the expiration of the leave, the employee will be required to reimburse the District for payment of health insurance premiums during the family or medical leave, unless the reason the employee fails to return is the presence of a serious health condition which prevents the employee from performing his or her job or to circumstances beyond the employee's control.

The employee may not accrue any seniority or employment benefits that would have accrued if not for the taking of leave. However, the employee who takes family or medical leave will not lose any seniority or employment benefits that accrued before the date leave began.

REINSTATEMENT TO FORMER POSITION

An employee generally is entitled to be restored to an equivalent position and to equivalent conditions of employment. This may not be applicable to employees who are designated as "highly compensated employees". The District cannot guarantee that an employee will be returned to his or her original job. A determination as to whether a position is an "equivalent position" will be made by the District. A highly compensated employee is one who is salaried, and is "among the highest paid 10 percent" of the employees employed within 75 miles of the employee's worksite. An employee who qualifies as a "highly compensated" employee may be denied restoration to employment if necessary to prevent substantial and grievous economic injury to the operations of the District.

An employee who is ready to return from leave must complete a "Notice of Intention to Return from Family or Medical Leave" before he or she can be returned to work. An employee may return to work before the expiration of a family or medical leave of absence.

In this event notification must be given to the employee's supervisor at least five (5) working days prior to the employee's planned return.

FAILURE TO RETURN FROM LEAVE

The failure of an employee to return to work upon the expiration of a family or medical leave of absence will subject the employee to immediate termination unless an extension is granted. Any termination, as a result of this provision, is subject to the same rights as a termination for cause. An employee who requests an extension of family leave or medical leave due to the continuance, recurrence or onset of her or his own serious health condition, or the serious health condition of the employee's spouse, child or parent, must submit a request for an extension, in writing, to the employee's immediate supervisor with a copy to the office of the Superintendent. This written request should be made as soon as the employee realizes that she or he will not be able to return at the expiration of the leave period.

INTERPRETATION OF ACT

The District intends to remain faithful to the requirements of the Act. Questions regarding the interpretation, administration, and application of the Act to eligible employees shall be resolved by reliance on the FMLA and its interpretive regulations. Where relevant, the District will also consider its policies, rules, practices, and negotiated agreements.

Section 2. Personal Leave

A. Teachers shall be granted, without loss of pay, three (3) days per year for personal leave.

1. An electronic notification via the absence notification system to use personal leave must be submitted to the building principal at least four (4) school days in advance, except in case of emergency situations, which require personal contact (face to face or phone call) to building principal.

2. Except when approved by the HR Director, personal leave will not be granted in the following cases:

a. The first or last day of school.

b. During the times of inclement weather when school remains in session.

c. During school calendar scheduled parent/teacher conferences.

d. During the last two weeks of school, the only exception for approved personal leave will be for teachers to attend the weddings, graduations, and/or school sanctioned competitions and/or school sanctioned events for their own spouse, siblings, children and/or grandchildren. (Suspended for the 23-24 school year. For one (1) year only, eliminate personal day limitations for the last two weeks of school. Teachers must notify their administrator of their request to take personal leave during the last two weeks of school on or before April 29, 2024.)

B. Personal leave days not used at the end of the year shall be added to the sick leave accumulation up to a maximum of one hundred twenty (120) days.

C. Teachers may be granted, at a cost of a certified substitute, one (1) day per year for personal leave when the following conditions are met.
   1) All criteria of Section 2, Part A
   2) Sick leave balance of 50 days at a time of request

   The day will not be added to accumulated sick leave.

Section 3. Bereavement Leave

A. Teachers shall be granted leave for bereavement purposes without loss of pay for the reasons listed below.

1. Up to five (5) days, per occurrence, for spouse, children, mother or father, father-in-law, mother-in-law, son-in-law, daughter-in-law, or siblings.

2. Up to two (2) days, per occurrence, for uncles, aunts, grandparents, grandchildren, nieces, nephews, and siblings-in-law.

3. Up to two (2) days per school year may be used for persons not mentioned in 1 or 2 above.

4. Bereavement days in addition to those provided in 1 and 2 above shall be charged as personal leave.

Section 4. Emergency Leave

A. Teachers shall be granted, without loss of pay, up to two (2) days for unforeseen circumstances related to the household and/or family (spouse or children) not covered by any other leave.

B. In the event of a natural disaster (i.e. tornado, flood, fire, or earthquake), where the teachers personal dwelling is not livable, a teacher may apply to receive up to three (3) days, in addition to those provided in A. above, without loss of pay, upon approval by the superintendent's designee.

Section 5. Extended Leave of Absence

A. A teacher may, upon application and approval, be granted an extended leave of absence, without pay, for the following reasons:

1. Personal illness.

2. Illness or medical need in the family (spouse, child, or parent).

3. Professional study for the purpose of improving upon current certification or working toward a new area of certification in the field of education.

4. Rearing a pre-school child.

5. Temporary re-location of spouse.

B. A teacher, except as may be required by law, shall be eligible for an extended leave after completing at least three (3) years of service in the district.

C. All leaves, except as may be required by law, shall be for one (1) complete school year or remainder of the current school year.

D. A teacher returning from a leave shall be assigned a position. It may be at the teacher's previous site and position, or another position for which the teacher is certified and qualified.

E. Requests for reinstatement must be made on or before May 1st. If a request for reinstatement is not made by the above date, the teacher will be deemed to have resigned and the teacher's contract will be terminated at the end of the school year.

F. Employees on a leave of absence shall not receive credit for time based on the District's salary schedule or for purposes of accumulating leave or for any other purpose.

G. Employees on an approved extended leave of absence shall not be employed by any other public or private school unless approved by the Superintendent or designee.

Section 6. Professional Leave

A. Upon written request by the teacher and approval by the superintendent or the superintendent's designee, a teacher shall be provided, at no loss in pay, leave for professional purposes in the teacher's teaching area.

Section 7. Legal Process Leave

A. Teachers shall be granted legal process leave to serve on a jury.

B. Teachers shall be granted legal process leave to serve as a witness subpoenaed in a criminal, civil, or juvenile proceeding as a representative of the district.

C. The teacher using legal process leave shall receive the teacher's own full contract salary.

Section 8. Other Employment

A. No leave shall be granted to a teacher if the teacher is paid for their services on a school day, except for meals, lodging and travel expenses incurred.

ARTICLE IV - ASSOCIATION PRIVILEGES

Section 1. Use of Facilities

A. Upon approval of the superintendent or building principal, the association may use school facilities for meetings of members of the bargaining unit.

B. Such meetings may only be held if they do not interfere with other scheduled activities of the district.

C. Such meetings may only be held before or after the teacher workday.

D. If such meetings cause the district to incur any costs, including but not limited to: overtime pay for custodial staff, utility expenses, or additional security, the association agrees to reimburse the district for said costs.

Section 2. Information Distribution

A. The association shall be permitted to distribute information related to the official business of the association by placing such information in the individual mailbox of each teacher and/or on a designated bulletin board in the teachers' lounge.

B. Such material shall not suggest, urge, or propose any action by a teacher to violate, ignore, or resist any terms of this agreement, administrative regulation or policy.

Section 3. Use of District Resources

A. Upon approval of the superintendent, the association may use district printers/copiers and association email account within the district email domain.

B. The use of such district resources may only occur before or after the teacher workday.

C. The association or its individual members shall reimburse the district for costs of copies of public records requested in accordance with the rates charged to other members of the public who request public records.

Section 4. Access to Information

A. Upon written request of the association president or spokesperson, the board shall provide access to compiled public information within twenty (20) calendar days.

B. The Board Minutes Clerk shall distribute to the association president an electronic copy of each Board of Education meeting agenda, a copy of the previous meeting's minutes, a copy of the encumbrance report, and a copy of the transition report. The distribution of these items will occur in advance of the Board of Education meeting.

Section 5. Association Leave

A. The Board shall provide up to 35 days of leave for attendance at conferences, workshops, lobbying, Delegate Assembly, or meetings of the Association or its affiliates.

Nor more than five (5) days may be used by any one teacher. When lobbying is at the request of the Superintendent of designee, the Board shall not charge the Association for a substitute.

B. Written request for the use of Association Leave shall be made to the Superintendent or designee by the President of the Association at least forty-eight (48) hours in advance. The President of the Association or designee will notify Human Resources of the use of Association Leave, and absences will be designated as Association Leave in the teacher attendance system.

C. The Association shall reimburse the District for each day of Association leave used. If a substitute is hired, the amount actually paid to the substitute shall be the amount reimbursed.

D. The Board shall provide up to eight (8) days of leave for the OWEA President for association related activities.

Section 6. School Calendar Input

A. Each year the Association shall provide input to the Superintendent regarding the ensuing year's school calendar prior to the adoption of the school calendar. The Superintendent will consider the Association's suggestions before making a recommendation to the Board.

ARTICLE V - COMPENSATION

Section 1. Salary

A. For the 2023-2024 school year, each teacher who qualifies for an increment shall advance one (1) step from the step they were on during the 2022-2023 school year and shall be placed on the attached salary schedule and paid accordingly.

   Hours must be obtained from an accredited college or university and must be in:

   1. Education degree program.

   2. Area of current certification.

   3. New education certificate plan.

B. An official transcript and State Department of Education request form reflecting a degree change must be provided to the State Department of Education and to the Human Resources Office by the first business day in September. Upon receipt of certificate reflecting degree change, an original must be provided to the Human Resource Office.

C. All additional hours must be submitted via official transcript by the first business day in September to the Human Resource Office.

D. Teachers with 31 or more years of service will receive a $1,500 stipend.

Section 2. Extra Duty

Extra duty assignments shall be compensated in accordance with the attached extra duty compensation schedule. Teachers will be notified by letter or Email, by August 1, of any changes to the extra duty assignments.

Section 3. Coverage Outside Planning Period

A. After all possible efforts are made, whenever a teacher is required by administration to receive and instruct students from the class of an absent teacher for whom a substitute was not secured, the covering teacher(s) shall be compensated at the certified substitute daily or prorated rate.

Section 4. Other Benefits

A. Life Insurance - For the 2023-2024 school year, the Board shall provide group life insurance coverage for all teachers.

B. Employee Assistance Plan (EAP) - For the 2023-2024 school year, the Board shall provide an Employee Assistance Plan available for all teachers.

C. College Reimbursement Fund-For the 2023-2024 school year, the Board shall provide a College Reimbursement Fund available for all actively employed teachers who complete graduate level courses in their field of instruction or in college courses related to

obtaining additional certifications or endorsements and receive a grade of 2.0 or better. The annual fund is designed to provide partial reimbursements for tuition costs. If requests exceed the annual fund, the district will prorate the reimbursement rate. District guidelines will be established and posted on the district website.

Section 5. Retirement

For the 2023-2024 school year, the Board shall pay two-thousand five hundred dollars $2,500 of a full-time teacher's contribution to the Oklahoma Teachers' Retirement System. The board shall pay eligible part-time teachers for a contribution amount that is based upon a rate prorated on the average number of hours the employee is employed. Any overage will be paid to the teacher in their monthly check.

Section 6. Payroll Deductions

A. The Board shall provide payroll deductions as requested by each teacher as long as payroll slots are available for such deductions. A minimum of twelve (12) teachers is required to initiate a new payroll deduction category.

B. Requests for payroll deductions or changes in such deductions shall be submitted in writing to the Superintendent's office by the 1st of each month, except where the requirements of a program limit the number of times changes can be made during the year.

Section 7. Teacher Travel

Any certified employee whose primary assignment requires travel between schools on a daily basis will receive travel reimbursement according to the following schedule:

Travel between 2 schools: $360.00 annually
Travel between more than 2 schools:$630.00 annually

An extra duty contract reflecting the appropriate amount will be provided and the annual dollar amount will be added to the employee's salary. This section is subject to change each school year.

Section 8. Extra Duty Raises

All teacher's extra duty pay raises, except those determined by a percentage of base salary, shall be negotiated out of new monies.

Section 9. Compensation for Unused Sick Leave Upon Retirement

Upon retirement from the District through the Oklahoma Teachers' Retirement System, with a minimum of ten (10) years of service in the District, teachers shall be compensated for sick leave earned within the District at a rate of fifty dollars ($50.00) per day. This rate shall be applied to unused sick leave up to a maximum of one hundred twenty (120) days.

Section 10. Retirement Benefits

A. Retirement Benefits

For the 2023-2024 school year the Owasso Public Schools will offer its certified teaching personnel a retirement benefit of $5,400.00 annually for four (4) years.

The following guidelines will apply:

1. The certified employee must actually retire with the Oklahoma Teachers' Retirement System by having attained:

    a. 80 points (or age 62 if joined prior to 7/1/1992); or
    b. 90 points (or age 62 if joined after 7/1/1992 and before 11/1/2011); or
    c. age 65, if joined on or after 11/1/2011 or combination of 90 at age 60; or
    d. Teacher Retirement System granted disability.

2. The certified employee must have completed 15 years in the Owasso System. The immediate 10 years prior to retirement must be spent in the Owasso System.

3. The benefit will be $450.00 monthly for 48 months' subject to all lawful withholdings.

4. Amount paid is in lieu of all other benefits such as health, dental, etc.

5. The certified employee must notify Owasso Public Schools by April 1st with a letter of resignation effective at the end of the school year.

6. In case of death of retiree, retirement benefit will cease.

7. Retiree must enter into an annual contract with the Owasso Public Schools before retirement benefit will be paid.

8. Retiree agrees that he/she will not be eligible for future re-employment in any capacity by District except on a substitute basis or short term basis of less than one year. Benefits will permanently cease if he/she accepts employment, except on a substitute basis, with any other public school district in the state of Oklahoma during the contract period. Nothing in the agreement shall prevent him/her from obtaining any other type of employment, and in the event of said employment, the retirement benefits will not be reduced.

9. Nothing contained in this program shall oblige the Owasso School District to make any payments pursuant to any retirement contract in any fiscal year beyond the year in which the contract is ratified nor create or allow the creation of any unfunded liability on the part of the school district.

10. This will be on a fiscal year basis only and is to be negotiated yearly.

11. Anything outside of these guidelines will be reviewed on an individual basis.

B. Upon accepting full state retirement and with ten (10) years or more service within the

Owasso School District, a retired teacher will be provided a lifetime activity pass that will admit him/her and one guest to any school sponsored activity. This activity pass is not valid for entrance to OSSAA playoff events.

ARTICLE VI - GENERAL PROVISIONS

Section 1. Teacher Reference Materials

A. Access to all policies of the Board of Education and a copy of the current, ratified Negotiated Agreement will be provided to all certified personnel through the district website.

1. Each teacher shall electronically sign to acknowledge receipt of web-based policy documents.
2. Instructions for accessing the web-based documents will be provided electronically.

Section 2. Savings Clause

If any provision(s) of this Agreement is found by a court of competent jurisdiction or the Attorney General, to be in conflict with any Federal or State law, regulation, ruling or order, now or hereinafter exacted or issued, such provision(s) shall be severed from this Agreement. The remaining provisions of this Agreement shall continue in full force and effect.

Section 3. Contract Negotiation

All items of the contract may be negotiated annually. Changes in Federal or State Law, regulation, ruling or order will be negotiated annually.

Section 4. Date Changes

For purposes of printing the negotiated agreement in connection with its publication and distribution, the Board shall be authorized to change those dates that are subject to automatic change based on the parties' negotiated agreements. This includes the change of the period covered by the agreement which appears on the front cover of each agreement as well as dates attached to items which are deemed continuing by virtue of the parties' agreement. This shall not apply to items negotiated for only one year.

Section 5. Communication

Monthly meetings between district administration and OWEA leadership will be held. More frequent meetings may occur. The first meeting will be held following the start of classes each year.

FOR THE BOARD:

Brent England
President of the Board

APPROVED BY THE BOARD

Date

FOR THE ASSOCIATION:

Shawna Keller
President of the OWEA

APPROVED BY THE OWEA

Date

ADDENDUMS

Owasso Public Schools
Procedural Agreement

1. PURPOSE

1.1. The Board of Education of the Owasso Public Schools and the Owasso Education Association recognize the need for an orderly process of communication for administering employer/employee relations which conform with Oklahoma Statutes 05-70-509.1 through 05-70-509.10.

2. RECOGNITION

2.1. This agreement is made and entered into by and between the Owasso Education Association, hereinafter termed the "Association", and the Board of Education of the Owasso Public Schools, hereinafter termed the "Board".

2.2. The Board hereby recognizes the Association as the exclusive representative for the bargaining unit consisting of all employees who are required by the position in which employed to be licensed or certified as teachers or entry year teachers and who do not hold supervisory authority with respect to other teachers in the Owasso Public Schools. The Board agrees not to negotiate with any individual member of the bargaining unit nor recognize any other employee organization as the representative of the members of the bargaining unit for the duration of this Agreement. Further, no individual member of the bargaining unit shall negotiate with the Board except through their duly recognized bargaining representative.

3. SCOPE OF BARGAINING

3.1. The Board and the Association agree to negotiate in good faith on wages, hours, fringe benefits and other terms and conditions of employment.

3.2. The Board retains and reserves unto itself, without limitations, all powers, rights and authority conferred upon and vested in it by State and Federal law, including the right to make policy, rules and regulations that are not inconsistent with any law or the Negotiated Agreement.

3.3. There shall be no negotiations on inherent managerial policy including the function of the Board, the determination of the Board's budget and the selection of personnel.

4. NEGOTIATIONS PROCEDURES

4.1. Negotiation Teams

4.1.1. The Board and the Association shall each designate in writing the names of not more than five (5) persons who shall serve as their respective representatives for negotiations pursuant to the provisions of this agreement. Each party shall also designate the person on their teams who will serve as spokesperson.

4.1.2. Each party may designate, in addition to its team, an alternate who may replace a member who, for any reason, is unable to complete negotiations. Written notice of any change in the composition of the negotiations team shall be promptly delivered to the other side's spokesperson.

4.2. Opening Negotiations

4.2.1. No later than the month of May, the Association's and the Board's representatives shall agree on a time to commence negotiations. The first session will be at a date, time and place mutually agreeable to both parties.

4.2.2. The District shall, upon request, furnish the OWEA with copies of public records in the District's possession to assist in facilitating negotiations. Documentation requested should ordinarily be

made available to the Association within eight (8) working days following the receipt of the request for designated records. However, when the request is for records that are incomplete at the time the request is received by the Board's representative, the period to respond to a request for a record shall not begin until the document is final. For documents that require the approval of the Board of Education, the document is not final until formally approved by the Board.

4.2.3. The first negotiation session shall be a meeting to exchange information. During the first or second meeting the Association shall submit its items for negotiations. The Board shall submit its items for negotiation the first meeting following the Association's submission of its items. Subsequent proposals may be submitted upon mutual agreement of the Association and the Board.

4.3. Negotiations Sessions

4.3.1. Negotiation meetings shall be closed to all with the exception of the Board and Association negotiations' team members and those consultants who may be requested to attend by either team. No more than one consultant may be present for each team without the agreement of the other team. Other individuals may be permitted to be present only by mutual agreement of the parties and the request to have another individual present must be delivered to the other party at least 24 hours prior to the meeting.

4.3.2. Recording or official transcripts may be made with mutual agreement of the parties

4.3.3. Negotiations will be conducted at the times, dates, and places mutually agreed to by the parties. The time, date and place of subsequent sessions will be set by mutual agreement of the parties prior to the close of each negotiation session.

4.3.4. Negotiations meetings shall be scheduled at times, which will not interfere with the teacher work day and the educational programs of the district.

4.4. Tentative Agreement

4.4.1. Both parties agree it is their mutual responsibility to empower their respective representatives the necessary authority to make proposals, to consider proposals and counter-proposals in the course of negotiations, and to reach tentative agreements subject to ratification by the Board and the Association.

4.4.2. When tentative agreement is reached on any item, it shall be reduced to writing and signed and dated by the spokespersons of each team. When tentative agreement is reached on all items, they shall be submitted first to the membership of the Association for ratification and then to the Board for ratification.

5. IMPASSE

5.1. If negotiations are not successfully concluded by the first day of school an impasse shall exist. At any earlier time following its initial negotiation either party may declare an impasse, or by mutual agreement of the parties the date for declaring impasse may be extended beyond the first day of school.

5.2. Within two (2) days of such declaration, the parties may, by mutual agreement, request the services of the Federal Mediation and Conciliation Service.

5.3. If the mediation process has been utilized and has failed to bring about agreement on all items, or if the mediation process was not utilized, the unresolved items shall be submitted to a three-member fact-finding committee as follows:

5.3.1. One member of the fact-finding committee shall be selected by the representatives of the

Association within five (5) days after the reaching of impasse. One member of the committee shall be selected by the Board of Education within five (5) days after the reaching of impasse.

5.3.2. The member of the committee who shall serve as the chairperson of the committee shall be selected from the State Superintendent's list of fact-finders. The State Superintendent of Public Instruction or the State Superintendent's designee shall provide the names of five potential fact-finders selected at random from a list of appointees who are available to serve as a member and a chairperson of the committee. The Association and the district shall select the fact-finder from the five names.

5.3.3. If no name on the list is agreeable to both parties, a coin toss shall occur with the party winning the toss having the right to strike a name from the list. The parties will then continue alternately striking names from the list until only one name remains. The person whose name remains on the list will serve as the chairperson of the fact-finding committee.

5.3.4. Within five (5) days after the selection of the chairperson, the chairperson, the representatives who have been negotiating for the Board and for the Association shall meet to exchange written language on each item at impasse. The exchanged document(s) shall also be furnished by each party to the chairperson and other members of the committee.

5.3.5. The chairperson shall convene the committee for fact-finding. The committee shall meet with representatives of the Board and the Association. Within twenty (20) days after the chairperson is selected, the committee shall submit written recommendations to the Board and to the Association.

5.3.6. If either the Board or the Association decides it must reject one or more of the committee's recommendations, the rejecting party must, within seven (7) days after the committee has presented its recommendations, request a meeting of the representatives who have been negotiating for the Board and for the Association. These representatives shall meet within seven (7) days of the request, unless both parties deem it unnecessary. At such meeting, the representatives shall exchange written statements expressing each party's rationale for rejecting each recommendation found unacceptable and shall attempt to clarify any remaining differences. The respective representatives shall then resume good faith efforts to resolve the remaining differences; provided, after fourteen (14) days after the exchange of the written statements, either party may discontinue such effort.

5.3.7. The Board shall file a copy of the fact-finding report with the Office of the State Superintendent of Public Instruction. If the effort to resolve differences is successful, the parties shall draft a written agreement and present the agreement to both parties for ratification, and such agreement shall also be forwarded to the State Superintendent of Public Instruction. If the effort to resolve differences is unsuccessful, the Board of Education shall forward to the State Superintendent of Public Instruction, in writing, its final disposition of the negotiation's impasse process within thirty (30) days of the effective date of implementation.

5.3.8. The cost for the services of the fact-finding committee, including per diem expenses, if any, and actual and necessary travel expenses shall be shared in the following manner: The Board shall assume the expenses of the representative selected by the Board, the Association shall assume the expenses of the representative selected by the Association, and the expenses of the third member shall be shared equally by the Board and the Association.

5.3.9. The fact-finding committee shall have authority to establish procedural rules, conduct investigations, and hold hearings during which each party to the dispute shall be given opportunity to present its case with supporting evidence.

5.3.10. All hearings by the fact-finding committee shall be conducted in closed session.

6. SAVINGS CLAUSE

6.1. If any provisions of this agreement or application of the agreement to any employee covered hereby shall be found contrary to law, then all other provisions or application of the Agreement shall continue in full force and effect.

7. DURATION OF AGREEMENT

7.1. This agreement shall continue in effect for successive fiscal year periods unless notice is given, in writing, by January 10 or any year, by either party, that the party desires to modify, amend or terminate this agreement.

7.2. In the event that the Association disbands or otherwise ceases to be the recognized bargaining agent, this procedural agreement shall be null and void on that date of such disbanding or cessation or representation.

Owasso Public Schools
2023-2024 Salary Schedule
Bachelors Degree

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	43,156.00	2,500.00	45,656.00	31.20	45,687.20	3,198.10	60.15	637.95
1	43,615.00	2,500.00	46,115.00	31.20	46,146.20	3,230.23	103.41	626.82
2	44,074.00	2,500.00	46,574.00	31.20	46,605.20	3,262.36	145.65	616.71
3	44,534.00	2,500.00	47,034.00	31.20	47,065.20	3,294.56	188.15	606.41
4	44,993.00	2,500.00	47,493.00	31.20	47,524.20	3,326.69	233.33	593.36
5	46,465.00	2,500.00	48,965.00	31.20	48,996.20	3,429.73	278.76	650.97
6	47,008.00	2,500.00	49,508.00	31.20	49,539.20	3,467.74	325.26	642.48
7	47,552.00	2,500.00	50,052.00	31.20	50,083.20	3,505.82	372.82	633.00
8	48,095.00	2,500.00	50,595.00	31.20	50,626.20	3,543.83	421.44	622.39
9	48,638.00	2,500.00	51,138.00	31.20	51,169.20	3,581.84	471.12	610.72
10	50,289.00	2,500.00	52,789.00	31.20	52,820.20	3,697.41	521.87	675.54
11	50,837.00	2,500.00	53,337.00	31.20	53,368.20	3,735.77	573.67	662.10
12	51,455.00	2,500.00	53,955.00	31.20	53,986.20	3,779.03	626.54	652.49
13	52,072.00	2,500.00	54,572.00	31.20	54,603.20	3,822.22	680.48	641.74
14	52,690.00	2,500.00	55,190.00	31.20	55,221.20	3,865.48	735.47	630.01
15	53,327.00	2,500.00	55,827.00	31.20	55,858.20	3,910.07	791.53	618.54
16	54,945.00	2,500.00	57,445.00	31.20	57,476.20	4,023.33	848.65	674.68
17	55,563.00	2,500.00	58,063.00	31.20	58,094.20	4,066.59	906.83	659.76
18	56,181.00	2,500.00	58,681.00	31.20	58,712.20	4,109.85	966.07	643.78
19	56,799.00	2,500.00	59,299.00	31.20	59,330.20	4,153.11	1,026.38	626.73
20	57,437.00	2,500.00	59,937.00	31.20	59,968.20	4,197.77	1,087.75	610.02
21	58,055.00	2,500.00	60,555.00	31.20	60,586.20	4,241.03	1,150.18	590.85
22	58,674.00	2,500.00	61,174.00	31.20	61,205.20	4,284.36	1,213.68	570.68
23	59,292.00	2,500.00	61,792.00	31.20	61,823.20	4,327.62	1,278.23	549.39
24	59,910.00	2,500.00	62,410.00	31.20	62,441.20	4,370.88	1,343.85	527.03
25	61,459.00	2,500.00	63,959.00	31.20	63,990.20	4,479.31	1,410.53	568.78
26	62,009.00	2,500.00	64,509.00	31.20	64,540.20	4,517.81	1,410.53	607.28
27	62,609.00	2,500.00	65,109.00	31.20	65,140.20	4,559.81	1,410.53	649.28
28	63,209.00	2,500.00	65,709.00	31.20	65,740.20	4,601.81	1,410.53	691.28
29	63,809.00	2,500.00	66,309.00	31.20	66,340.20	4,643.81	1,410.58	733.23
30	64,409.00	2,500.00	66,909.00	31.20	66,940.20	4,685.81	1,410.53	775.28

(A) Step - Based on total experience.

(B) 2023-2024 Base Salary - Negotiated base salary.

(C) The District pays $2,500.00 of the teacher's contribution to the Oklahoma Teachers' Retirement System

(D) Total Compensation - Base Salary + District Paid Retirement

(E) District Paid Life - Amount paid toward group life insurance coverage on employee.

(F) Total District Compensation - Total of columns B, C and E

(G) Total Retirement - Teachers' retirement calculated at 7% of Total District Compensation (Column F)

(H) State Paid Retirement (TRS Offset) - Statutory required payment to offset a teacher's obligation to the Oklahoma Teachers Retirement System

(I) Teacher Paid Retirement - Amount paid out of Base Salary (Column B) to meet the teacher's obligation to the Oklahoma Teachers' Retirement System

(J) Teachers acquiring National Board Certification after 6/30/2013 will receive the amount required by law (currently $1000) added to the schedule

(K) Teachers with 31 or more years of experience will receive a $1,500.00 stipend

Annual Flexible Benefit Allowance: Cash in lieu of insurance allowance $69.71/month or $836.52/year if not participating in major medical. Payment for major medical - $640.28 month or $7,683.36 year

Owasso Public Schools
2023-2024 Salary Schedule
Bachelors Degree + 15 hours or 5 years in district

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	43,391.00	2,500.00	45,891.00	31.20	45,922.20	3,214.55	60.15	654.40
1	43,860.00	2,500.00	46,360.00	31.20	46,391.20	3,247.38	103.41	643.97
2	44,329.00	2,500.00	46,829.00	31.20	46,860.20	3,280.21	145.65	634.56
3	44,799.00	2,500.00	47,299.00	31.20	47,330.20	3,313.11	188.15	624.96
4	45,268.00	2,500.00	47,768.00	31.20	47,799.20	3,345.94	233.33	612.61
5	46,750.00	2,500.00	49,250.00	31.20	49,281.20	3,449.68	278.76	670.92
6	47,313.00	2,500.00	49,813.00	31.20	49,844.20	3,489.09	325.26	663.83
7	47,877.00	2,500.00	50,377.00	31.20	50,408.20	3,528.57	372.82	655.75
8	48,440.00	2,500.00	50,940.00	31.20	50,971.20	3,567.98	421.44	646.54
9	49,003.00	2,500.00	51,503.00	31.20	51,534.20	3,607.39	471.12	636.27
10	50,674.00	2,500.00	53,174.00	31.20	53,205.20	3,724.36	521.87	702.49
11	51,242.00	2,500.00	53,742.00	31.20	53,773.20	3,764.12	573.67	690.45
12	51,810.00	2,500.00	54,310.00	31.20	54,341.20	3,803.88	626.54	677.34
13	52,427.00	2,500.00	54,927.00	31.20	54,958.20	3,847.07	680.48	666.59
14	53,045.00	2,500.00	55,545.00	31.20	55,576.20	3,890.33	735.47	654.86
15	53,682.00	2,500.00	56,182.00	31.20	56,213.20	3,934.92	791.53	643.39
16	55,300.00	2,500.00	57,800.00	31.20	57,831.20	4,048.18	848.65	699.53
17	55,918.00	2,500.00	58,418.00	31.20	58,449.20	4,091.44	906.83	684.61
18	56,536.00	2,500.00	59,036.00	31.20	59,067.20	4,134.70	966.07	668.63
19	57,154.00	2,500.00	59,654.00	31.20	59,685.20	4,177.96	1,026.38	651.58
20	57,792.00	2,500.00	60,292.00	31.20	60,323.20	4,222.62	1,087.75	634.87
21	58,410.00	2,500.00	60,910.00	31.20	60,941.20	4,265.88	1,150.18	615.70
22	59,029.00	2,500.00	61,529.00	31.20	61,560.20	4,309.21	1,213.68	595.53
23	59,647.00	2,500.00	62,147.00	31.20	62,178.20	4,352.47	1,278.23	574.24
24	60,265.00	2,500.00	62,765.00	31.20	62,796.20	4,395.73	1,343.85	551.88
25	61,814.00	2,500.00	64,314.00	31.20	64,345.20	4,504.16	1,410.53	593.63
26	62,414.00	2,500.00	64,914.00	31.20	64,945.20	4,546.16	1,410.53	635.63
27	63,014.00	2,500.00	65,514.00	31.20	65,545.20	4,588.16	1,410.53	677.63
28	63,614.00	2,500.00	66,114.00	31.20	66,145.20	4,630.16	1,410.53	719.63
29	64,184.00	2,500.00	66,684.00	31.20	66,715.20	4,670.06	1,410.53	759.53
30	64,814.00	2,500.00	67,314.00	31.20	67,345.20	4,714.16	1,410.53	803.63

(A) Step - Based on total experience.

(B) 2023-2024 Base Salary - Negotiated base salary.

(C) The District pays $2,500.00 of the teacher's contribution to the Oklahoma Teachers' Retirement System

(D) Total Compensation - Base Salary + District Paid Retirement

(E) District Paid Life - Amount paid toward group life insurance coverage on employee.

(F) Total District Compensation - Total of columns B, C and E

(G) Total Retirement - Teachers' retirement calculated at 7% of Total District Compensation (Column F)

(H) State Paid Retirement (TRS Offset) - Statutory required payment to offset a teacher's obligation to the Oklahoma Teachers Retirement System

(I) Teacher Paid Retirement - Amount paid out of Base Salary (Column B) to meet the teacher's obligation to the Oklahoma Teachers' Retirement System

(J) Teachers acquiring National Board Certification after 6/30/2013 will receive the amount required by law (currently $1000) added to the schedule

(K) Teachers with 31 or more years of experience will receive a $1,500.00 stipend

Annual Flexible Benefit Allowance: Cash in lieu of insurance allowance $69.71/month or $836.52/year if not participating in major medical. Payment for major medical - $640.28 month or $7,683.36 year

Owasso Public Schools
2023-2024 Salary Schedule
Bachelors Degree + 30 hours or 10 years in district

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	44,191.00	2,500.00	46,691.00	31.20	46,722.20	3,270.55	60.15	710.40
1	44,660.00	2,500.00	47,160.00	31.20	47,191.20	3,303.38	103.41	699.97
2	45,129.00	2,500.00	47,629.00	31.20	47,660.20	3,336.21	145.65	690.56
3	45,599.00	2,500.00	48,099.00	31.20	48,130.20	3,369.11	188.15	680.96
4	46,068.00	2,500.00	48,568.00	31.20	48,599.20	3,401.94	233.33	668.61
5	47,550.00	2,500.00	50,050.00	31.20	50,081.20	3,505.68	278.76	726.92
6	48,113.00	2,500.00	50,613.00	31.20	50,644.20	3,545.09	325.26	719.83
7	48,677.00	2,500.00	51,177.00	31.20	51,208.20	3,584.57	372.82	711.75
8	49,240.00	2,500.00	51,740.00	31.20	51,771.20	3,623.98	421.44	702.54
9	49,803.00	2,500.00	52,303.00	31.20	52,334.20	3,663.39	471.12	692.27
10	51,474.00	2,500.00	53,974.00	31.20	54,005.20	3,780.36	521.87	758.49
11	52,042.00	2,500.00	54,542.00	31.20	54,573.20	3,820.12	573.67	746.45
12	52,660.00	2,500.00	55,160.00	31.20	55,191.20	3,863.38	626.54	736.84
13	53,277.00	2,500.00	55,777.00	31.20	55,808.20	3,906.57	680.48	726.09
14	53,895.00	2,500.00	56,395.00	31.20	56,426.20	3,949.83	735.47	714.36
15	54,532.00	2,500.00	57,032.00	31.20	57,063.20	3,994.42	791.53	702.89
16	56,150.00	2,500.00	58,650.00	31.20	58,681.20	4,107.68	848.65	759.03
17	56,768.00	2,500.00	59,268.00	31.20	59,299.20	4,150.94	906.83	744.11
18	57,386.00	2,500.00	59,886.00	31.20	59,917.20	4,194.20	966.07	728.13
19	58,004.00	2,500.00	60,504.00	31.20	60,535.20	4,237.46	1,026.38	711.08
20	58,642.00	2,500.00	61,142.00	31.20	61,173.20	4,282.12	1,087.75	694.37
21	59,260.00	2,500.00	61,760.00	31.20	61,791.20	4,325.38	1,150.18	675.20
22	59,879.00	2,500.00	62,379.00	31.20	62,410.20	4,368.71	1,213.68	655.03
23	60,497.00	2,500.00	62,997.00	31.20	63,028.20	4,411.97	1,278.23	633.74
24	61,115.00	2,500.00	63,615.00	31.20	63,646.20	4,455.23	1,343.85	611.38
25	62,664.00	2,500.00	65,164.00	31.20	65,195.20	4,563.66	1,410.53	653.13
26	63,214.00	2,500.00	65,714.00	31.20	65,745.20	4,602.16	1,410.53	691.63
27	63,814.00	2,500.00	66,314.00	31.20	66,345.20	4,644.16	1,410.53	733.63
28	64,414.00	2,500.00	66,914.00	31.20	66,945.20	4,686.16	1,410.53	775.63
29	65,014.00	2,500.00	67,514.00	31.20	67,545.20	4,728.16	1,410.53	817.63
30	65,614.00	2,500.00	68,114.00	31.20	68,145.20	4,770.16	1,410.53	859.63

(A) Step - Based on total experience.

(B) 2023-2024 Base Salary - Negotiated base salary.

(C) The District pays $2,500.00 of the teacher's contribution to the Oklahoma Teachers' Retirement System

(D) Total Compensation - Base Salary + District Paid Retirement

(E) District Paid Life - Amount paid toward group life insurance coverage on employee.

(F) Total District Compensation - Total of columns B, C and E

(G) Total Retirement - Teachers' retirement calculated at 7% of Total District Compensation (Column F)

(H) State Paid Retirement (TRS Offset) - Statutory required payment to offset a teacher's obligation to the Oklahoma Teachers Retirement System

(I) Teacher Paid Retirement - Amount paid out of Base Salary (Column B) to meet the teacher's obligation to the Oklahoma Teachers' Retirement System

(J) Teachers acquiring National Board Certification after 6/30/2013 will receive the amount required by law (currently $1000) added to the schedule

(K) Teachers with 31 or more years of experience will receive a $1,500.00 stipend

Annual Flexible Benefit Allowance: Cash in lieu of insurance allowance $69.71/month or $836.52/year if not participating in major medical. Payment for major medical - $640.28 month or $7,683.36 year

Owasso Public Schools
2023-2024 Salary Schedule
Masters Degree

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	45,001.00	2,500.00	47,501.00	31.20	47,532.20	3,327.25	60.15	767.10
1	45,510.00	2,500.00	48,010.00	31.20	48,041.20	3,362.88	103.41	759.47
2	46,019.00	2,500.00	48,519.00	31.20	48,550.20	3,398.51	145.65	752.86
3	46,529.00	2,500.00	49,029.00	31.20	49,060.20	3,434.21	188.15	746.06
4	47,038.00	2,500.00	49,538.00	31.20	49,569.20	3,469.84	233.33	736.51
5	48,560.00	2,500.00	51,060.00	31.20	51,091.20	3,576.38	278.76	797.62
6	49,123.00	2,500.00	51,623.00	31.20	51,654.20	3,615.79	325.26	790.53
7	49,687.00	2,500.00	52,187.00	31.20	52,218.20	3,655.27	372.82	782.45
8	50,250.00	2,500.00	52,750.00	31.20	52,781.20	3,694.68	421.44	773.24
9	50,814.00	2,500.00	53,314.00	31.20	53,345.20	3,734.16	471.12	763.04
10	52,553.00	2,500.00	55,053.00	31.20	55,084.20	3,855.89	521.87	834.02
11	53,121.00	2,500.00	55,621.00	31.20	55,652.20	3,895.65	573.67	821.98
12	53,739.00	2,500.00	56,239.00	31.20	56,270.20	3,938.91	626.54	812.37
13	54,357.00	2,500.00	56,857.00	31.20	56,888.20	3,982.17	680.48	801.69
14	54,974.00	2,500.00	57,474.00	31.20	57,505.20	4,025.36	735.47	789.89
15	55,612.00	2,500.00	58,112.00	31.20	58,143.20	4,070.02	791.53	778.49
16	57,230.00	2,500.00	59,730.00	31.20	59,761.20	4,183.28	848.65	834.63
17	57,848.00	2,500.00	60,348.00	31.20	60,379.20	4,226.54	906.83	819.71
18	58,466.00	2,500.00	60,966.00	31.20	60,997.20	4,269.80	966.07	803.73
19	59,084.00	2,500.00	61,584.00	31.20	61,615.20	4,313.06	1,026.38	786.68
20	59,723.00	2,500.00	62,223.00	31.20	62,254.20	4,357.79	1,087.75	770.04
21	60,341.00	2,500.00	62,841.00	31.20	62,872.20	4,401.05	1,150.18	750.87
22	60,959.00	2,500.00	63,459.00	31.20	63,490.20	4,444.31	1,213.68	730.63
23	61,578.00	2,500.00	64,078.00	31.20	64,109.20	4,487.64	1,278.23	709.41
24	62,196.00	2,500.00	64,696.00	31.20	64,727.20	4,530.90	1,343.85	687.05
25	63,814.00	2,500.00	66,314.00	31.20	66,345.20	4,644.16	1,410.53	733.63
26	64,381.00	2,500.00	66,881.00	31.20	66,912.20	4,683.85	1,410.53	773.32
27	64,981.00	2,500.00	67,481.00	31.20	67,512.20	4,725.85	1,410.53	815.32
28	65,581.00	2,500.00	68,081.00	31.20	68,112.20	4,767.85	1,410.53	857.32
29	66,181.00	2,500.00	68,681.00	31.20	68,712.20	4,809.85	1,410.53	899.32
30	66,781.00	2,500.00	69,281.00	31.20	69,312.20	4,851.85	1,410.53	941.32

(A) Step - Based on total experience.

(B) 2023-2024 Base Salary - Negotiated base salary.

(C) The District pays $2,500.00 of the teacher's contribution to the Oklahoma Teachers' Retirement System

(D) Total Compensation - Base Salary + District Paid Retirement

(E) District Paid Life - Amount paid toward group life insurance coverage on employee.

(F) Total District Compensation - Total of columns B, C and E

(G) Total Retirement - Teachers' retirement calculated at 7% of Total District Compensation (Column F)

(H) State Paid Retirement (TRS Offset) - Statutory required payment to offset a teacher's obligation to the Oklahoma Teachers Retirement System

(I) Teacher Paid Retirement - Amount paid out of Base Salary (Column B) to meet the teacher's obligation to the Oklahoma Teachers' Retirement System

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(K) Teachers with 31 or more years of experience will receive a $1,500.00 stipend

Annual Flexible Benefit Allowance: Cash in lieu of insurance allowance $69.71/month or $836.52/year if not participating in major medical. Payment for major medical - $640.28 month or $7,683.36 year

Owasso Public Schools
2023-2024 Salary Schedule
Masters Degree + 15 hours or 5 years in district

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	45,576.00	2,500.00	48,076.00	31.20	48,107.20	3,367.50	60.15	807.35
1	46,135.00	2,500.00	48,635.00	31.20	48,666.20	3,406.63	103.41	803.22
2	46,694.00	2,500.00	49,194.00	31.20	49,225.20	3,445.76	145.65	800.11
3	47,254.00	2,500.00	49,754.00	31.20	49,785.20	3,484.96	188.15	796.81
4	47,813.00	2,500.00	50,313.00	31.20	50,344.20	3,524.09	233.33	790.76
5	49,385.00	2,500.00	51,885.00	31.20	51,916.20	3,634.13	278.76	855.37
6	49,948.00	2,500.00	52,448.00	31.20	52,479.20	3,673.54	325.26	848.28
7	50,512.00	2,500.00	53,012.00	31.20	53,043.20	3,713.02	372.82	840.20
8	51,075.00	2,500.00	53,575.00	31.20	53,606.20	3,752.43	421.44	830.99
9	51,639.00	2,500.00	54,139.00	31.20	54,170.20	3,791.91	471.12	820.79
10	53,378.00	2,500.00	55,878.00	31.20	55,909.20	3,913.64	521.87	891.77
11	53,946.00	2,500.00	56,446.00	31.20	56,477.20	3,953.40	573.67	879.73
12	54,564.00	2,500.00	57,064.00	31.20	57,095.20	3,996.66	626.54	870.12
13	55,182.00	2,500.00	57,682.00	31.20	57,713.20	4,039.92	680.48	859.44
14	55,799.00	2,500.00	58,299.00	31.20	58,330.20	4,083.11	735.47	847.64
15	56,437.00	2,500.00	58,937.00	31.20	58,968.20	4,127.77	791.53	836.24
16	58,055.00	2,500.00	60,555.00	31.20	60,586.20	4,241.03	848.65	892.38
17	58,673.00	2,500.00	61,173.00	31.20	61,204.20	4,284.29	906.83	877.46
18	59,291.00	2,500.00	61,791.00	31.20	61,822.20	4,327.55	966.07	861.48
19	59,909.00	2,500.00	62,409.00	31.20	62,440.20	4,370.81	1,026.38	844.43
20	60,548.00	2,500.00	63,048.00	31.20	63,079.20	4,415.54	1,087.75	827.79
21	61,166.00	2,500.00	63,666.00	31.20	63,697.20	4,458.80	1,150.18	808.62
22	61,784.00	2,500.00	64,284.00	31.20	64,315.20	4,502.06	1,213.68	788.38
23	62,403.00	2,500.00	64,903.00	31.20	64,934.20	4,545.39	1,278.23	767.16
24	63,021.00	2,500.00	65,521.00	31.20	65,552.20	4,588.65	1,343.85	744.80
25	64,656.00	2,500.00	67,156.00	31.20	67,187.20	4,703.10	1,410.53	792.57
26	65,256.00	2,500.00	67,756.00	31.20	67,787.20	4,745.10	1,410.53	834.57
27	65,856.00	2,500.00	68,356.00	31.20	68,387.20	4,787.10	1,410.53	876.57
28	66,456.00	2,500.00	68,956.00	31.20	68,987.20	4,829.10	1,410.53	918.57
29	67,056.00	2,500.00	69,556.00	31.20	69,587.20	4,871.10	1,410.53	960.57
30	67,656.00	2,500.00	70,156.00	31.20	70,187.20	4,913.10	1,410.53	1,002.57

(A) Step - Based on total experience.

(B) 2023-2024 Base Salary - Negotiated base salary.

(C) The District pays $2,500.00 of the teacher's contribution to the Oklahoma Teachers' Retirement System

(D) Total Compensation - Base Salary + District Paid Retirement

(E) District Paid Life - Amount paid toward group life insurance coverage on employee.

(F) Total District Compensation - Total of columns B, C and E

(G) Total Retirement - Teachers' retirement calculated at 7% of Total District Compensation (Column F)

(H) State Paid Retirement (TRS Offset) - Statutory required payment to offset a teacher's obligation to the Oklahoma Teachers Retirement System

(I) Teacher Paid Retirement - Amount paid out of Base Salary (Column B) to meet the teacher's obligation to the Oklahoma Teachers' Retirement System

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Owasso Public Schools
2023-2024 Salary Schedule
Masters Degree + 30 hours or 10 years in district

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	46,776.00	2,500.00	49,276.00	31.20	49,307.20	3,451.50	60.15	891.35
1	47,335.00	2,500.00	49,835.00	31.20	49,866.20	3,490.63	103.41	887.22
2	47,894.00	2,500.00	50,394.00	31.20	50,425.20	3,529.76	145.65	884.11
3	48,454.00	2,500.00	50,954.00	31.20	50,985.20	3,568.96	188.15	880.81
4	49,013.00	2,500.00	51,513.00	31.20	51,544.20	3,608.09	233.33	874.76
5	50,585.00	2,500.00	53,085.00	31.20	53,116.20	3,718.13	278.76	939.37
6	51,158.00	2,500.00	53,658.00	31.20	53,689.20	3,758.24	325.26	932.98
7	51,732.00	2,500.00	54,232.00	31.20	54,263.20	3,798.42	372.82	925.60
8	52,305.00	2,500.00	54,805.00	31.20	54,836.20	3,838.53	421.44	917.09
9	52,879.00	2,500.00	55,379.00	31.20	55,410.20	3,878.71	471.12	907.59
10	54,628.00	2,500.00	57,128.00	31.20	57,159.20	4,001.14	521.87	979.27
11	55,206.00	2,500.00	57,706.00	31.20	57,737.20	4,041.60	573.67	967.93
12	55,784.00	2,500.00	58,284.00	31.20	58,315.20	4,082.06	626.54	955.52
13	56,402.00	2,500.00	58,902.00	31.20	58,933.20	4,125.32	680.48	944.84
14	57,019.00	2,500.00	59,519.00	31.20	59,550.20	4,168.51	735.47	933.04
15	57,657.00	2,500.00	60,157.00	31.20	60,188.20	4,213.17	791.53	921.64
16	59,275.00	2,500.00	61,775.00	31.20	61,806.20	4,326.43	848.65	977.78
17	59,893.00	2,500.00	62,393.00	31.20	62,424.20	4,369.69	906.83	962.86
18	60,511.00	2,500.00	63,011.00	31.20	63,042.20	4,412.95	966.07	946.88
19	61,129.00	2,500.00	63,629.00	31.20	63,660.20	4,456.21	1,026.38	929.83
20	61,768.00	2,500.00	64,268.00	31.20	64,299.20	4,500.94	1,087.75	913.19
21	62,386.00	2,500.00	64,886.00	31.20	64,917.20	4,544.20	1,150.18	894.02
22	63,004.00	2,500.00	65,504.00	31.20	65,535.20	4,587.46	1,213.68	873.78
23	63,623.00	2,500.00	66,123.00	31.20	66,154.20	4,630.79	1,278.23	852.56
24	64,241.00	2,500.00	66,741.00	31.20	66,772.20	4,674.05	1,343.85	830.20
25	65,826.00	2,500.00	68,326.00	31.20	68,357.20	4,785.00	1,410.53	874.47
26	66,426.00	2,500.00	68,926.00	31.20	68,957.20	4,827.00	1,410.53	916.47
27	67,026.00	2,500.00	69,526.00	31.20	69,557.20	4,869.00	1,410.53	958.47
28	67,626.00	2,500.00	70,126.00	31.20	70,157.20	4,911.00	1,410.53	1,000.47
29	68,226.00	2,500.00	70,726.00	31.20	70,757.20	4,953.00	1,410.53	1,042.47
30	68,826.00	2,500.00	71,326.00	31.20	71,357.20	4,995.00	1,410.53	1,084.47

(A) Step - Based on total experience.

(B) 2023-2024 Base Salary - Negotiated base salary.

(C) The District pays $2,500.00 of the teacher's contribution to the Oklahoma Teachers' Retirement System

(D) Total Compensation - Base Salary + District Paid Retirement

(E) District Paid Life - Amount paid toward group life insurance coverage on employee.

(F) Total District Compensation - Total of columns B, C and E

(G) Total Retirement - Teachers' retirement calculated at 7% of Total District Compensation (Column F)

(H) State Paid Retirement (TRS Offset) - Statutory required payment to offset a teacher's obligation to the Oklahoma Teachers Retirement System

(I) Teacher Paid Retirement - Amount paid out of Base Salary (Column B) to meet the teacher's obligation to the Oklahoma Teachers' Retirement System

(J) Teachers acquiring National Board Certification after 6/30/2013 will receive the amount required by law (currently $1000) added to the schedule

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Annual Flexible Benefit Allowance: Cash in lieu of insurance allowance $69.71/month or $836.52/year if not participating in major medical. Payment for major medical - $640.28 month or $7,683.36 year

Owasso Public Schools
2023-2024 Salary Schedule
Masters Degree + 45 hours or 15 years in the district

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	47,976.00	2,500.00	50,476.00	31.20	50,507.20	3,535.50	60.15	975.35
1	48,535.00	2,500.00	51,035.00	31.20	51,066.20	3,574.63	103.41	971.22
2	49,094.00	2,500.00	51,594.00	31.20	51,625.20	3,613.76	145.65	968.11
3	49,654.00	2,500.00	52,154.00	31.20	52,185.20	3,652.96	188.15	964.81
4	50,213.00	2,500.00	52,713.00	31.20	52,744.20	3,692.09	233.33	958.76
5	51,785.00	2,500.00	54,285.00	31.20	54,316.20	3,802.13	278.76	1,023.37
6	52,358.00	2,500.00	54,858.00	31.20	54,889.20	3,842.24	325.26	1,016.98
7	52,932.00	2,500.00	55,432.00	31.20	55,463.20	3,882.42	372.82	1,009.60
8	53,505.00	2,500.00	56,005.00	31.20	56,036.20	3,922.53	421.44	1,001.09
9	54,079.00	2,500.00	56,579.00	31.20	56,610.20	3,962.71	471.12	991.59
10	55,828.00	2,500.00	58,328.00	31.20	58,359.20	4,085.14	521.87	1,063.27
11	56,406.00	2,500.00	58,906.00	31.20	58,937.20	4,125.60	573.67	1,051.93
12	56,999.00	2,500.00	59,499.00	31.20	59,530.20	4,167.11	626.54	1,040.57
13	57,592.00	2,500.00	60,092.00	31.20	60,123.20	4,208.62	680.48	1,028.14
14	58,184.00	2,500.00	60,684.00	31.20	60,715.20	4,250.06	735.47	1,014.59
15	58,797.00	2,500.00	61,297.00	31.20	61,328.20	4,292.97	791.53	1,001.44
16	60,390.00	2,500.00	62,890.00	31.20	62,921.20	4,404.48	848.65	1,055.83
17	61,008.00	2,500.00	63,508.00	31.20	63,539.20	4,447.74	906.83	1,040.91
18	61,626.00	2,500.00	64,126.00	31.20	64,157.20	4,491.00	966.07	1,024.93
19	62,244.00	2,500.00	64,744.00	31.20	64,775.20	4,534.26	1,026.38	1,007.88
20	62,883.00	2,500.00	65,383.00	31.20	65,414.20	4,578.99	1,087.75	991.24
21	63,501.00	2,500.00	66,001.00	31.20	66,032.20	4,622.25	1,150.18	972.07
22	64,119.00	2,500.00	66,619.00	31.20	66,650.20	4,665.51	1,213.68	951.83
23	64,738.00	2,500.00	67,238.00	31.20	67,269.20	4,708.84	1,278.23	930.61
24	65,356.00	2,500.00	67,856.00	31.20	67,887.20	4,752.10	1,343.85	908.25
25	66,991.00	2,500.00	69,491.00	31.20	69,522.20	4,866.55	1,410.53	956.02
26	67,591.00	2,500.00	70,091.00	31.20	70,122.20	4,908.55	1,410.53	998.02
27	68,191.00	2,500.00	70,691.00	31.20	70,722.20	4,950.55	1,410.53	1,040.02
28	68,791.00	2,500.00	71,291.00	31.20	71,322.20	4,992.55	1,410.53	1,082.02
29	69,391.00	2,500.00	71,891.00	31.20	71,922.20	5,034.55	1,410.53	1,124.02
30	69,991.00	2,500.00	72,491.00	31.20	72,522.20	5,076.55	1,410.53	1,166.02

(A) Step - Based on total experience.

(B) 2023-2024 Base Salary - Negotiated base salary.

(C) The District pays $2,500.00 of the teacher's contribution to the Oklahoma Teachers' Retirement System

(D) Total Compensation - Base Salary + District Paid Retirement

(E) District Paid Life - Amount paid toward group life insurance coverage on employee.

(F) Total District Compensation - Total of columns B, C and E

(G) Total Retirement - Teachers' retirement calculated at 7% of Total District Compensation (Column F)

(H) State Paid Retirement (TRS Offset) - Statutory required payment to offset a teacher's obligation to the Oklahoma Teachers Retirement System

(I) Teacher Paid Retirement - Amount paid out of Base Salary (Column B) to meet the teacher's obligation to the Oklahoma Teachers' Retirement System

(J) Teachers acquiring National Board Certification after 6/30/2013 will receive the amount required by law (currently $1000) added to the schedule

(K) Teachers with 31 or more years of experience will receive a $1,500.00 stipend

Annual Flexible Benefit Allowance: Cash in lieu of insurance allowance $69.71/month or $836.52/year if not participating in major medical. Payment for major medical - $640.28 month or $7,683.36 year

Owasso Public Schools
2023-2024 Salary Schedule
Doctorate

A	B	C	D	E	F	G	H	I
Step	Base Salary	District Paid Retirement	Adjusted Total Compensation	District Paid Life Ins.	Total District Compensation	Total Retirement	State Paid Retirement (TRS Offset)	Teacher Paid Retirement
0	49,861.00	2,500.00	52,361.00	31.20	52,392.20	3,667.45	60.15	1,107.30
1	50,500.00	2,500.00	53,000.00	31.20	53,031.20	3,712.18	103.41	1,108.77
2	51,139.00	2,500.00	53,639.00	31.20	53,670.20	3,756.91	145.65	1,111.26
3	51,779.00	2,500.00	54,279.00	31.20	54,310.20	3,801.71	188.15	1,113.56
4	52,418.00	2,500.00	54,918.00	31.20	54,949.20	3,846.44	233.33	1,113.11
5	54,070.00	2,500.00	56,570.00	31.20	56,601.20	3,962.08	278.76	1,183.32
6	54,714.00	2,500.00	57,214.00	31.20	57,245.20	4,007.16	325.26	1,181.90
7	55,357.00	2,500.00	57,857.00	31.20	57,888.20	4,052.17	372.82	1,179.35
8	56,000.00	2,500.00	58,500.00	31.20	58,531.20	4,097.18	421.44	1,175.74
9	56,644.00	2,500.00	59,144.00	31.20	59,175.20	4,142.26	471.12	1,171.14
10	58,600.00	2,500.00	61,100.00	31.20	61,131.20	4,279.18	521.87	1,257.31
11	59,248.00	2,500.00	61,748.00	31.20	61,779.20	4,324.54	573.67	1,250.87
12	59,896.00	2,500.00	62,396.00	31.20	62,427.20	4,369.90	626.54	1,243.36
13	60,544.00	2,500.00	63,044.00	31.20	63,075.20	4,415.26	680.48	1,234.78
14	61,191.00	2,500.00	63,691.00	31.20	63,722.20	4,460.55	735.47	1,225.08
15	61,860.00	2,500.00	64,360.00	31.20	64,391.20	4,507.38	791.53	1,215.85
16	63,508.00	2,500.00	66,008.00	31.20	66,039.20	4,622.74	848.65	1,274.09
17	64,156.00	2,500.00	66,656.00	31.20	66,687.20	4,668.10	906.83	1,261.27
18	64,804.00	2,500.00	67,304.00	31.20	67,335.20	4,713.46	966.07	1,247.39
19	65,452.00	2,500.00	67,952.00	31.20	67,983.20	4,758.82	1,026.38	1,232.44
20	66,122.00	2,500.00	68,622.00	31.20	68,653.20	4,805.72	1,087.75	1,217.97
21	66,770.00	2,500.00	69,270.00	31.20	69,301.20	4,851.08	1,150.18	1,200.90
22	67,418.00	2,500.00	69,918.00	31.20	69,949.20	4,896.44	1,213.68	1,182.76
23	68,067.00	2,500.00	70,567.00	31.20	70,598.20	4,941.87	1,278.23	1,163.64
24	68,720.00	2,500.00	71,220.00	31.20	71,251.20	4,987.58	1,343.85	1,143.73
25	70,375.00	2,500.00	72,875.00	31.20	72,906.20	5,103.43	1,410.53	1,192.90
26	70,975.00	2,500.00	73,475.00	31.20	73,506.20	5,145.43	1,410.53	1,234.90
27	71,575.00	2,500.00	74,075.00	31.20	74,106.20	5,187.43	1,410.53	1,276.90
28	72,175.00	2,500.00	74,675.00	31.20	74,706.20	5,229.43	1,410.53	1,318.90
29	72,775.00	2,500.00	75,275.00	31.20	75,306.20	5,271.43	1,410.53	1,360.90
30	73,375.00	2,500.00	75,875.00	31.20	75,906.20	5,313.43	1,410.53	1,402.90

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Extra Duty Stipends

Athletics		
Area	**Extra Duty**	**Stipend Amount**
ATHLETICS	Owasso Ram TV / Scoreboard Productions	$4,000.00
BASEBALL	Varsity Head	$10,000.00
	Varsity Assistant	$4,000.00
	Jr Varsity Head	$3,000.00
	Jr Varsity Assistant	$2,500.00
	9th Head	$2,500.00
	9th Assistant	$2,500.00
BASKETBALL	Varsity Head Boys	$10,000.00
	Varsity Head Girls	$10,000.00
	Varsity Assistant Boys	$4,500.00
	Varsity Assistant Girls	$4,500.00
	9th Head Boys	$2,500.00
	9th Head Girls	$2,500.00
	9th Boys Assistant	$1,000.00

	9th Girls Assistant	$1,000.00
	8th Head Boys	$2,500.00
	8th Head Girls	$2,500.00
CHEER	Varsity Head	8,000.00
	Varsity Assistant	4,500.00
	JV Cheer	3,500.00
	8th Grade	3,200.00
CROSS-COUNTRY	Varsity Head	$4,000.00
	Varsity Head Assistant Boys	$2,600.00
	Varsity Head Assistant Girls	$2,600.00
	Varsity Assistant	$2,000.00
	Jr High Head	$2,000.00
	Jr High Assistant	$1,800.00
FOOTBALL	Varsity Head	$15,000.00
	Varsity Head Assistant	$6,500.00
	Varsity Assistant - DC	$6,000.00
	Varsity Assistant - OC	$6,000.00

	Special Teams Coordinator	$6,000.00
	Varsity Assistant	$5,000.00
	JV Assistant	$4,000.00
	Equipment Manager	$1,500.00
	Laundry Manager	$1,500.00
	Varsity Sideline Equipment Repair	$1,000.00
	9th Head	$4,000.00
	9th Assistant	$4,000.00
	8th Head	$3,500.00
	8th Assistant	$2,500.00
GOLF	Varsity Head Boys	$3,500.00
	Varsity Head Girls	$3,500.00
	Varsity Assistant Boys	$2,000.00
	Varsity Assistant Girls	$2,000.00
	Jr High Head Boys	$1,200.00
	Jr High Head Girls	$1,200.00
POM	Varsity Head	$8,000.00
	Varsity Assistant	$4,500.00

	8th Grade	$3,200.00
SOCCER	Varsity Head Boys	$5,500.00
	Varsity Head Girls	$5,500.00
	Varsity Assistant Boys	$2,500.00
	Varsity Assistant Girls	$2,500.00
	JV Assistant Boys	$2,000.00
	JV Assistant Girls	$2,000.00
	Dir. Of Soccer Oper.	$1,000.00
SOFTBALL	Varsity Head	$10,000.00
	Varsity Assistant	$4,000.00
	JV Head	$3,000.00
	JV Assistant	$2,500.00
	JH Head	$2,500.00
	JH Assistant	$2,500.00
SOFTBALL - SP	Varsity Head	$6,000.00
	Varsity Assistant	$2,750.00

SWIMMING	Varsity Head	$6,000.00
	Varsity Assistant	$2,500.00
TENNIS	Varsity Head	$6,000.00
	Varsity Assistant Girls	$2,500.00
	Varsity Assistant Boys	$2,500.00
	Varsity Assistant (B&G)	$2,500.00
	Jr High Head (B&G)	$2,000.00
TRACK	Varsity Head (B&G)	$6,000.00
	Varsity Head Assistant (B&G)	$3,000.00
	Varsity Assistant	$2,500.00
	Jr High Head (B&G)	$2,500.00
	Jr High Assistant (girls)	$2,000.00
	Jr High Assistant (boys)	$2,000.00
	Jr High Assistant (B&G)	$2,000.00
	Jr High Assistant (B&G)	$2,000.00
VOLLEYBALL	Varsity Head	$5,500.00
	Varsity/JV Assistant	$3,000.00

	JV Head	$3,000.00
	9th Head	$3,000.00
	8th Head	$2,000.00
	7th Head	$1,500.00
WRESTLING	Varsity Head Boys	$10,000.00
	Varsity Head Girls	$10,000.00
	Varsity Head Assistant Girls	$3,750.00
	Varsity Assistant	$3,750.00
	Jr High Head Boys	$3,400.00
	Jr High Assistant	$2,300.00
SUMMER	Football Summer Stipend	$4,500.00
OTHER	Athletic Trainer	$3,000.00
	Social Media Director	$500.00
	Game Manager	$1,500.00

Contract Modifications			
Area	**Job Title**	**Additional Compensation**	**Additional Days**
Teaching and Learning	Alternative Education Teachers	Plus 5% of Base Pay	
	Counselors (Elementary)	Plus 5% of Base Pay	10 days
	Counselors (Middle & High School)	Plus 5% of Base Pay	15 days
	ESL Teachers		5 days
	Health Services Coordinator	$3,000.00	6 days
	Librarian (Elementary & Middle School)		10 days
	Librarian (High School)		20 days
	Middle School Librarian		10 days
	Psychometrist/Psychologist	Plus 5% (Base Pay+District Paid Retirement+Life Ins.)	5 days
	Remedial Reading	Plus 5% of Base Pay	
	School Nurses		5 days
	Special Ed Teachers	Plus 5% (Base Pay+District Paid Retirement+Life Ins.)	
	Speech	Plus 5% (Base Pay+District Paid Retirement+Life Ins.)	
	Head Band Director		20 days

Fine Arts		
Area	**Extra Duty**	**Stipend Amount**
FINE ARTS	Head Band Director	$18,000.00
	Associate Band Director	$10,000.00
	Assistant Band Director	$9,000.00
	Assistant Band Director - Non-marching band	$7,000.00
	Assistant Band Director - Percussion focus	$10,000.00
	Percussion Adjunct	$12,000.00
	Summer Band	$2,500.00
	Marching Band Assist	$2,000.00
	Colorguard (Fall Marching Band)	$4,000.00
	Winter Guard	$4,000.00
	District Department Chair - Choir K-5	$2,500.00
	District Department Chair - Choir - 6th - 12th	$2,500.00
	District Department Chair - Drama - 6th - 12th	$2,500.00
	District Department Chair - Visual Arts- 6th - 12th	$2,500.00
	Jazz Choir Director	$1,500.00
	Secondary Head Vocal Music Director	$6,000.00
	Secondary Assistant Vocal Director	$6,000.00

	Drama Coach - Jr. High	$2,500.00
	Drama Coach - High School	$9,000.00
	Speech & Debate Coach	$6,000.00
	Speech & Debate Assistant Coach	$2,500.00
	Stagecraft	$4,000.00
	Art Show/Board Room Display Coordinator	$1,000.00
	Art Display Assistant	$500.00
	Musical - Stage & Costume Manager	$1,000.00
	Musical - High School Musical Director	$2,000.00
	Musical - High School Assistant Musical Director/Orch Conductor	$1,500.00
	Musical - High School Musical Voice Coach/Stage Manager	$1,000.00

Hourly or Event Work Assignments		
Area	**Hourly Position**	**Hourly/Event Rate**
ATHLETICS	Bus Driving Fee (Over 50 miles one way)	$25.00 per event
	Bus Driving Fee (under 50 miles one way)	$20.00 per event
	Uniformed Security	$30.00 per hour

Varsity Home Football Games	Game Manager and Events Coordinator	$100.00 per game
	Head of Game Ticket Sales and Distribution	$100.00 per game
	Officials Check-In Supervisor	$40.00 per game
	Operations Supervisors (Parking/Wellness Center/Crowd)	$40.00 per game
	P.A. and Game Announcer (contracted)	$200.00 per game
	Pressbox Staff (Scoreboard/Clocks/Supervisor)	$40.00 per game
	RAM Alley Supervisor	$100.00 per game
	Sales Supervisor of Reserved Football Tickets For Extra Games: Play-offs or Purchased	$350.00 per year
	Ticket Sales/Taker	$40.00 per game
Home Games: Football – JV/9th/8th, Softball – Var/JV, Volleyball – Var/JV, Basketball Var/JV, Wrestling Var/JV, Soccer – Var,JV, Baseball – Var/JV/9	Game Manager and Event Coordinator	$25.00 per game
	Operations Supervisor ((Scoreboard,Clocks,Bookkeeper, Entry Monitors)	$20.00 per game
	P.A. and Game Announcer	$20.00 per game

	P.A. and Game Announcer (Var. BB – contracted)	$100.00 per game
	Ticket Sales/Taking	$25.00 per game
Home Games: Softball – JH, Volleyball – 8/7, Basketball - 10/9/8, Wrestling - JH		
	Game Manager and Event Coordinator	$20.00 per game
	Operations Supervision (Scoreboard,Clocks,Bookkeeper)	$15.00 per game
	P.A. and Game Announcer	$15.00 per game
	Ticket Sales/Taker	$15.00 per game
TEACHING AND LEARNING SERVICES	GED Administrator	$25.00 per hour
	Tutor	$20.00 per hour
TEACHING AND LEARNING		
ESY - Special Education	Paraprofessional	$14.85 per hour
	SLP Teacher	$25.00 per hour

	SPED Teacher	$25.00 per hour
Indian Education	Success Center Tutors (Elementary & Secondary non-certified)	$20.00 per hour
Summer School	Middle School Summer Bridge Teacher Contract Hours	$25.00 per hour
	Paper/Pencil Summer School Secondary - Algebra I Teacher (CR)	$25.00 per hour
	RSA Summer School - Elem Administrator	$30.00 per hour
	RSA Summer School - Elementary Teachers	$25.00 per hour
Travel	Travel averages between 2 locations on an average of 3-5 days per week (for days/total contract) (1 round trip per day)	$40.00 per month
	Travel averages between 2.5 locations on an average of 3-5 days per week (for days/total contract) (2 or more round trips, 3-5 times per week)	$70.00 per month
School Sites		
Elementary	AM Supervision	$20.00 per hour
Middle School	AM/PM Supervision	$20.00 per hour
Middle School	Detention	$20.00 per hour
Middle School	Lunchroom Supervision	$20.00 per hour
High School	AM/PM Supervision (2 W, 2 E)	$20.00 per hour
High School	Lunch detention (1 W, 1 E)	$20.00 per hour
High School	Lunchroom Supervision (3 W, 3 E, 1 RAM)	$20.00 per hour
High School	PM detention (1 W, 1 E)	$20.00 per hour
All Sites	Teachers Covering Other Classes; see Section xxx and Section xxx	$20.00 per class period

Teaching and Learning		
Area	**Extra Duty**	**Stipend Amount**
SCHOOL SITES (ELEMENTARY)	Grade Level Chair - PreK/Kindergarten	$1,000.00
	Grade Level Chair - 1st	$1,000.00
	Grade Level Chair - 2nd	$1,000.00
	Grade Level Chair - 3rd	$1,000.00
	Grade Level Chair - 4th	$1,000.00
	Grade Level Chair - 5th	$1,000.00
	Grade Level Chair - Special Classes	$1,000.00
	Instructional Tech Leaders	$1,100.00
	Robotics	$1,200.00
	Yearbook	$500.00
Hodson	Before School Supervision (Staff Children)	$4,000.00
Northeast	Before School Supervision (Staff Children)	$4,000.00
SCHOOL SITES (MIDDLE GRADES)	Academic Bowl (7th & 8th)	$1,750.00
	Department Chairperson - English	$1,000.00

	Department Chairperson - Mathematics	$1,000.00
	Department Chairperson - Science	$1,000.00
	Department Chairperson - Social Studies	$1,000.00
	Home Ec - Vocational (8th)	$2,200.00
	Instructional Tech Leaders	$1,100.00
	National Junior Honor Society (7th & 8th)	$400.00
	Robotics	$1,200.00
	Student Council	$700.00
	Title 1 BCH (Federal Funds) (6th)	$1,950.00
	Yearbook	$700.00
6GC	After School Supervision (Staff Children)	$4,000.00
SCHOOL SITES (HIGH SCHOOL)	Class Sponsor - Junior Class	$1,500.00
	Class Sponsor - Senior Class	$1,500.00
	Department Chairperson - English (10+T)	$2,000.00
	Department Chairperson - History (10+T)	$2,000.00
	Department Chairperson - Math (10+T)	$2,000.00
	Department Chairperson - Science (10+T)	$2,000.00
	Department Chairperson - AP (6 - 9 T)	$1,000.00
	Department Chairperson - Business (6 - 9 T)	$2,000.00

	Department Chairperson - Foreign Language (6 - 9 T)	$2,000.00
	Department Chairperson - SPED (6 - 9 T)	$2,000.00
	Instructional Tech Leaders	$1,100.00
	Sponsor - Academic Bowl	$1,750.00
	Sponsor - Art Clubs	$500.00
	Sponsor - Foreign Language Clubs	$500.00
	Sponsor - FTA	$500.00
	Sponsor - Great Books	$500.00
	Sponsor - Mock Trial Team	$1,000.00
	Sponsor - National Honor Society	$1,500.00
	Sponsor - Psychology Club	$500.00
	Sponsor - Robotics	$2,000.00
	Sponsor - Science Club	$500.00
	Sponsor - Spirit Club	$1,000.00
	Sponsor - STEM Club	$500.00
	Sponsor - Student Council - Ram Academy	$500.00
	Sponsor - Student Council Co-sponsors	$4,000.00
	Virtual Teacher - Fall/Spring (4 core + 1 elective)	$4,500.00
	Virtual Teacher - Summer School June (4 core + 1 elective)	$1,200.00

	Virtual Teacher - Summer School July (4 core)	$1,200.00
	VoAg + 2/10 (state paid) x 2	$2,600.00
	VoAg (local stipend) x 2	$2,000.00
	Vocational Home Ec (state Aid) x 2	$2,200.00
	Yearbook (1 W, 1 E)	$2,000.00
	Yearbook (Ram Academy)	$500.00
	Rampage Newspaper	$750.00
	504 Coordinators x 7	$900.00
TEACHING AND LEARNING LEADERSHIP	Counseling Department Chair (ELEM. & SEC.)	$2,500.00
	CPI	$3,000.00
	District Behavioral Consultants	$2,000.00
	Dyslexia Consultant	$1,000.00
	Assistive Technology Team Leader	$2,500.00
	Elementary - Grade Level Department Chair 1	$2,500.00
	Elementary - Grade Level Department Chair 2	$2,500.00
	Elementary - Grade Level Department Chair 3	$2,500.00
	Elementary - Grade Level Department Chair 4 (ELA/SS)	$2,500.00
	Elementary - Grade Level Department Chair 4 (Math/SC)	$2,500.00

	Elementary - Grade Level Department Chair 5 (ELA)	$2,500.00
	Elementary - Grade Level Department Chair 5 (Math)	$2,500.00
	Elementary - Grade Level Department Chair 5 (SC/SS)	$2,500.00
	Elementary - Grade Level Department Chair K	$2,500.00
	Elementary - Grade Level Department Chair PK	$2,500.00
	Elementary - Grade Level Department Chair PE	$2,500.00
	Elementary - Grade Level Department Chair Computer	$2,500.00
	Elementary - Special Education Department Chair	$2,500.00
	Elementary - Math and Reading Intervention Chair	$2,500.00
	Library Services Department Chair (Elementary/Secondary)	$2,500.00
	New Teacher Mentors (full year)	$300.00
	New Teacher Mentors (half year)	$150.00
	Secondary Department Chair - PE	$2,500.00
	Special Olympics	$500.00
	Special Olympics Coach	$3,000.00
	Middle School Special Olympics/Unified Champions School Advisor x 3	$1,500.00
	High School Special Olympics/Unified Champions School Advisor x 4	$1,500.00
	Subject Area Coordinators - Secondary	$2,500.00
	Secondary Computer Science & Technology	$2,500.00

	Department Chair	
	Secondary Special Education Department Chair	$2,500.00
	Title 1 - BCH (Federal Funds Project 518)(TC)	$1,800.00
Indian Education	JOM Contact/Admin	$1,500.00
	JOM Competition Coach x4	$1,500.00
	JOM Summer Enrichment Instructor x2	$1,400.00
	JOM Secondary Activities Coordinator	$500.00
	JOM Elementary Enrichment Tutor (Art)	$1,000.00
	Indian Ed Summer Enrichment Instructor (Lead)	$1,400.00
	Title VI AISES Sponsor	$1,000.00
	Site/Centralized Tutors (Certified)	$1,600.00
	Site/Centralized Tutors (Certified)	$1,400.00
	Site Tutor	$1,200.00
	Site/Centralized Tutors (Certified)	$800.00
	Site/Centralized Tutors (Certified)	$700.00

Memorandum of Understanding

Between the Board of Education of Owasso Independent School District number 11 and the Owasso Education Association. Both parties agree to the following:

Date: 05/24/2023

Article 3 Section 2D Personal Leave

Article 3 Section 2D will be suspended for the 23-24 school year. For one (1) year only, eliminate personal day limitations for the last two weeks of school. Teachers must notify their administrator of their request to take personal leave during the last two weeks of school on or before April 29, 2024. This stipulation will be revisited during negotiations for the 2024-2025 school year.

BOE President Date	OWEA President Date



Elementary Handbook

2023-2024

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies. The purpose of this handbook is to assist parents and students with navigating the school years as students learn and grow to become independent, responsible, ***Respectful Rams***. We welcome the partnership of parents as we support the success of our students.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

Table of Contents

ARRIVAL/DISMISSAL PROCEDURES **5**

ELEMENTARY SCHEDULE GRADES PreK-5 5

ASSIGNMENTS **5**

MAKE-UP WORK 5

ATTENDANCE MATTERS **5**

ATTENDANCE PROCEDURES/POLICY **6**

BULLYING **6**

CAFETERIA **6**

BREAKFAST/LUNCH 6

LUNCH PAYMENTS/CHARGES 7

MY SCHOOL BUCKS 7

CANCELLATIONS **7**

DIRECTORY INFORMATION **7**

DRESS CODE PROTOCOL **8**

EMERGENCY PROCEDURES **8**

FIRE DRILL PROCEDURES 8

TORNADO DRILL PROCEDURES 8

SECURITY DRILLS **8**

ENROLLMENT and REGISTRATION **9**

FERPA **9**

GRADES **9**

PROGRESS REPORTS & REPORT CARDS 9

HEALTH SERVICES **10**

BED BUGS GUIDELINES 10

MEDICATION **10**

MENINGITIS INFORMATION 10

LIBRARY BOOKS **11**

TEXTBOOK/LIBRARY 11

LOST AND FOUND PROCEDURES **11**

MONEY **11**

NON-SCHOOL ACTIVITIES **11**

OPEN TRANSFERS **11**

PARENTS' BILL OF RIGHTS **11**

PARTIES **12**

PHYSICAL EDUCATION **12**

PRE-K GENERAL PARENT INFORMATION **12**

PROTECTION OF PUPIL RIGHTS (PPRA) **12**

RESIDENCY **13**

SEARCH AND SEIZURE **13**

SEXUAL HARASSMENT **13**

STUDENT INTERNET USAGE AGREEMENT **14**

STUDENT SUSPENSION APPEALS PROCESS **14**

DUE PROCESS AND STUDENT SUSPENSIONS 14

SHORT TERM OUT OF SCHOOL SUSPENSIONS (10 or fewer school days) 14

LONG-TERM OUT-OF-SCHOOL SUSPENSIONS (In excess of 10 School Days) 14

TELEPHONE **15**

TESTING **15**

TEXTBOOKS/CHROMEBOOKS **15**

TOBACCO POLICY **16**

TRANSPORTATION **16**

BICYCLES 16

BUSES 16

RULES FOR BUS RIDERS 16

WALKERS AND CAR RIDERS 17

VISITORS **17**

VOLUNTEER GUIDELINES **17**

WITHDRAWALS **18**

NONDISCRIMINATION

There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov

Policy 1.22a

ARRIVAL/DISMISSAL PROCEDURES

The elementary school day begins at 9:00 a. m. and ends at 3:45 p. m.

ELEMENTARY SCHEDULE GRADES PreK-5

- **ARRIVAL**: After students arrive at school they are not permitted to leave school property during school hours, except in the company of the adult guardian.
- **EARLY DISMISSAL:** If it becomes necessary for you to pick up your child before regular school dismissal, go to the office to sign out your child. Early dismissals will be counted as a tardy or absence depending on the time of day. No student will be dismissed from the classroom until the teacher receives appropriate notification. Only persons listed in PowerSchool will be allowed to pick up a child. This is a protective measure both for your child and school personnel.
- **PUNCTUALITY:** It is important for students to arrive at school **on time**, so the class can begin promptly. If children arrive late, they start the day already behind in their instructional day . It can also be a disruption to the teaching/learning process.
- **DISMISSAL:** Dismissal procedures are specific to each school site. Please make arrangements with your child regarding their after school plans for transportation. If there is a change to your child's transportation or dismissal plans, please call the school office and communicate those plans by 2:00 p.m.

ASSIGNMENTS

MAKE-UP WORK

1. When a student is absent longer than two (2) days, the parent may call the school to request assignments on the third day.
2. When students are absent, they have the number of school days they were absent plus one school day to complete assignments. (Example: If a student is absent 3 days, the student has 4 days to complete the homework.)

ATTENDANCE MATTERS

Encouraging regular attendance is one of the most powerful ways you can prepare your child for success in school. When school attendance is a priority, children get better grades, develop healthy life habits, avoid dangerous behavior and have a better chance of graduating high school. When students are absent for fewer days, their grades and reading skills often improve. Students who attend school regularly also feel more connected to their community, develop important social skills and friendships, and are significantly more likely to graduate from high school, setting them up for a strong future. Regular attendance at school is required by state law. Under school law, parents are responsible for their child's

attendance until graduation from high school or the age of 18. When students are absent just two days per month - even when the absences are excused - it can have a negative impact. **This adds up to being absent 18 times during the year, which is considered chronically absent. Over the course of a student's school career, this equals 234 days, which is almost 1 ½ years of school missed.**

"A student who is absent from instruction without excuse for ten (10) consecutive days is to be recorded as absent each day. On day eleven (11), the pupil is to be exited from the roll" Okla. Admin. Code § 210:10-1-5. Re-enrollment will be required if the student returns to the district.

As a parent, you can prepare your child for a lifetime of success by making regular school attendance a priority. By figuring out the reasons for your child's absences, whether they're physical or emotional, and taking advantage of support services, such as tutoring and student mentoring, we can partner with you to set your child on the path to success.

ATTENDANCE PROCEDURES/POLICY

Pre-K instructional time is equal to 2.5 hours for the morning and 2.5 hours for the afternoon. Please go to your school's web page for specific starting and ending times.

- If your child is absent from school, please call the attendance number of your child's school to report the absence between 8:15 a.m. and 9:30 a.m. each day he/she is absent.
- Half-Day: In order for a student to be credited for a half-day of attendance, a student must be in attendance two of the first three hours of the school day to be recorded present for one-half day. Likewise, a student must be in attendance two of the final three hours to be recorded present for one-half day. (Per Accreditation of Oklahoma Schools)
- Any student who is not at school will be charged with an absence, whether it is excused or unexcused. An absence is considered unexcused until a parent calls the attendance office.
- Excessive tardiness causes students to miss out on valuable instruction. Excessive tardies may result in consequences.
- Any child running a fever is not permitted to be at school. **Children MUST be fever free for 24 hours without the aid of fever reducing medication before returning to school.**
- Scheduled medical appointments will be viewed as excused tardies with a note showing verification from a medical professional. **Early dismissal will be considered unexcused unless written documentation is provided from the appointment.**
- In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per 5.03

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential, and if you wish

you have the right to submit the report anonymously. Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch.
3. If a parent wishes to have lunch with their child, they must sign them out of the building and back in upon return.
4. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week. All parents/guardians are encouraged to complete a free/reduced meal application. If you should need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034.

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information":

- Student's Name
- Photograph

- Athletic Information, including height and weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

DRESS CODE PROTOCOL

The student policies are determined by the administration. Students will not wear clothing or accessories that display pictures, lettering or numbering that is profane, vulgar, repulsive, obscene, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, low-point beer, drugs, drug-related items or paraphernalia. The following dress code applies at school, while on school vehicles or going to or from or attending school events.

1. Students are **not** permitted to wear tank tops or shirts with spaghetti straps.
2. Wearing pants below the waistline (sagging and bagging clothes) or wearing caps, bandanas, handkerchiefs, shoestrings or items associated with gang related behavior are not permitted.
3. The wearing of shorts of appropriate length is permitted.
4. All students are required to wear shoes. It is recommended for safety reasons that no strapless shoes be worn. Shoes with wheels are not to be worn on school property.
5. T-shirts, designed for street wear, and school sponsored organization shirts may be worn. Shirts with advertisements of alcoholic beverages or objectionable slogans/pictures may not be worn. Midriffs will be covered at all times.
6. Students will not wear hats or caps in the building. Exceptions will be made for medical reasons and/or for special events.

Building Administrators will have total authority for the interpretation of the dress code to all students. If there are situations that arise that are not specifically covered in this code, the administrator in charge will interpret the situation in light of the basic intent of this policy and that ruling will be final until such time that the policy is revised or changed to cover the situation.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

1. Each building is equipped with its own fire alarm signal and procedure.
2. Students will know and use the proper exit from anywhere in the school building.
3. Students will evacuate the building immediately in a proper manner.
4. Teachers will assure all students on his/her roster are present and accounted for once clear of danger.
5. Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

1. Each building is equipped with its own tornado alarm signal and procedure.

2. Students will “duck and cover” in areas designated by the building principal.
3. Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.
- Wait for notification of how and when to respond. This notification will come via the Owasso Public School’s communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

ENROLLMENT and REGISTRATION

NEW STUDENTS: Enrollment information for students new to Owasso is available on the district website.

RETURNING STUDENTS: Students with continual enrollment in Owasso schools must go through an annual registration process through their school site in order to verify residency.

FERPA

FERPA NOTICE

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367.
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GRADES

PROGRESS REPORTS & REPORT CARDS

- Owasso Public Schools want to have strong communication with parents about their child's academic progress.
- Parents have a right to be updated about their child's academic progress and Owasso Public Schools has provided various tools for that purpose.
- Academic progress will be recorded in a timely manner.
- The electronic grade book is available to parents online, 24 hours a day, to accommodate a variety of schedules.
    - For Grades 3-5, a parent will be able to see individual grades for each assignment as well as their child's average in each subject.
    - Grades are recorded to reflect academic progress. In shorter weeks, holidays, or when special projects may occur, fewer grades may be recorded.
    - If there are challenges in accessing grades online, the teacher and/or office staff at their child's school is available to help parents.

- Regular academic reports will be shared with the parents on the following schedule:
    - Report of Progress (End of 1st Nine Weeks)
    - Report Card (End of 1st Semester)
    - Report of Progress (End of 3rd Nine Weeks)
    - Report Card (End of 2nd Semester)
- Classroom teachers will utilize parent conferences to visit with parents to discuss their child's progress.
- Parents may request or receive information about your child's grades any time during the school year.
- Teachers will respond as quickly as possible to parents, but the first priority is always serving the children in the classroom. Therefore, it may be the next business day before a grading question is answered.

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID
- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

BED BUGS GUIDELINES

While inconvenient and a nuisance, bed bugs do not cause disease and can be effectively eradicated. A diagnosis of bed bug bites or exposure should not disrupt the educational process.

Upon discovering bed bugs, known exposure or a suspected bite, a child's parent should be notified by the nurse and treatment options discussed. It is not necessary or effective to do school-wide or classroom-wide checks. Anyone that has had known close contact may be checked as well. The ultimate responsibility for bed bug checks, treatment and control lies with the parents. Children who have known bed bug exposure and/or bites can be checked at the nurse's discretion or if a parent requests. The school nurse's goals are to facilitate an accurate assessment of the problem, provide appropriate resources for treatment and prevention, and minimize school absences. References: National Association of School Nurses (NASN); Center for Disease Control (CDC).

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse's office for appropriate paperwork and storage of medication. **Narcotic medication will not be stored or administered at school by school personnel.** The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood.

Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

LIBRARY BOOKS

TEXTBOOK/LIBRARY

Each student is responsible for the care of his or her textbooks and/or library books. We do not charge any fines for overdue books, however, lost, damaged or destroyed books will need to be paid for by the end of the nine-week period or check out periods will be suspended. Store-bought replacements will not be accepted because our copies are purchased from companies that specialize in library-bound books.

LOST AND FOUND PROCEDURES

1. Please use name labels or some form of identification on items of clothing, lunch boxes and other personal items.
2. All articles found are to be placed in the lost and found areas. Articles not claimed will be given to a local charitable organization on a regular basis.

MONEY

When sending money to school, please send the correct change or a check in a labeled envelope specifying the child's name, teacher, and purpose of the money.

NON-SCHOOL ACTIVITIES

The school assumes no responsibility for information or management of non-school activities such as scouts, soccer, wrestling, cheerleading, gymnastics, and other such activities not provided by Owasso Public Schools.

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENTS' BILL OF RIGHTS

Owasso Public Schools is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent. 25 O.S. Section 2001 Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents' Bill of Rights POLICY 1.69

PARTIES

During the year there will be only two school-wide parties, Winter Holiday and Valentine's Day. Any refreshments brought to school for these parties must be store-bought. **Parents may not bring birthday treats for the class, and please do not send party invitations to the school to be distributed.** Any visitor attending a party must check in at the safe school identification system.

PHYSICAL EDUCATION

1. Students not taking physical education are to have a statement from the doctor. Before a student who is under a physician's care will be allowed to resume physical activity, a written release from the doctor must be presented to the physical education teacher.
2. Students not participating in physical education due to a short-term illness must have a note dated and signed by a parent. This is to be given to the school nurse.
3. Students do not change clothes for physical education in elementary school. We encourage shoes and clothing that are appropriate for both physical education and recess.

PRE-K GENERAL PARENT INFORMATION

Pre-K is an exciting time as children embark upon new adventures in the world of learning. We look forward to providing the best possible learning environment to educate the "whole" child. Each child will progress at his/her own rate, acquiring skills as he/she is developmentally ready. Maintaining each child's self-esteem and building a secure foundation for future growth will always remain a priority. With teamwork and cooperation among parents, teachers, and students, we will have a successful year!

- Please send a change of clothes, including underwear, socks, shirt and pants in a Ziploc bag with your child's name. Extra shoes are also acceptable but not required.
- Students may go outside to recess each day weather permitting. Please send appropriate outerwear with your child daily when the weather gets colder. Please write your child's name in the jacket or coat.
- Students are expected to be fully potty trained and able to take care of their toileting needs and routines. Students requiring pull ups are not considered to be potty trained. Your child will be coached to change their clothes when accidents occur. Parents will be called to assist in changing clothes when a bowel movement accident occurs.

PROTECTION OF PUPIL RIGHTS (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools

Board of Education Policy link for more information on Protection of Pupil Rights Amendment.
POLICY 1.38
Parents who believe their rights have been violated may file a complaint with:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district. Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on search and seizures. Oklahoma HB 1634 (2023) allows for the search of shoes and hand and head coverings. POLICY 5.19, 5.29

SEXUAL HARASSMENT

All students, employees, and Board members are strictly prohibited from engaging in any form of sexual harassment of any student, employee, and applicant for employment, vendor representative, or patron of the School District. In the case of a student of the School District, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature by any person towards a student. Any student engaging in sexual harassment is subject to any and all disciplinary action which may be imposed under the School District's Policy on Student Behavior. Any employee or student who is or has been subjected to sexual harassment or knows of any student or employee who is or has been subjected to sexual harassment shall immediately report

all such incidents to either the superintendent, assistant superintendent, principal, assistant principal, or any Board member of the School District. If a report of an incident needs to be made after normal school hours, the above-listed individuals may be contacted at home. It is preferred that all such reports be made in person or in writing signed by the reporting party. However, in order to encourage full, complete, and immediate reporting of such prohibited activities, any person may report such incidents in writing and anonymously by mailing such reports to the personal attention of any of the above-designated persons. All such reports should state the name of the alleged harassing student, employee, or Board member, the person(s) being harassed, the nature, contacts and extent of the prohibited activity, the dates of the prohibited activity, and any other information necessary to a full report and investigation of the matter. The School District will investigate all reports.

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses.
- Damaging computers, computer systems, computer networks or computer services.
- Violating copyright laws.
- Downloading, uploading, or distributing software.
- Using obscene language.
- Harassing, attacking or insulting others.
- Cyberbullying.
- Illegally accessing content through District network applications or equipment, or bypassing software parameters set in place by the District

For more information please see the Owasso Public School Student Technology Use Agreement.
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

STUDENT SUSPENSION APPEALS PROCESS

DUE PROCESS AND STUDENT SUSPENSIONS

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.

SHORT TERM OUT OF SCHOOL SUSPENSIONS (10 or fewer school days)

A short-term out-of-school suspension may be appealed to a committee composed of administrators and/or teachers. An appeal to a committee can be requested by letter to the school principal, which must be received within five (5) calendar days after the principal's out-of-school suspension decision is received by the student or his/her parent/guardian. The out-of-school suspension decision will become

the final and non-appealable if a request is not timely submitted. The decision of the committee shall be final and non-appealable.

LONG-TERM OUT-OF-SCHOOL SUSPENSIONS (In excess of 10 School Days)
Method of Appeal to the Superintendent of Schools or his/her Designee: An appeal can be presented by letter to the Superintendent. If no appeal is received within (5) calendar days after the principal's decision is received by the parent or student, the principal's out-of-school suspension decision will be final and non-appealable. The Superintendent or his/her designee should hold a conference with the parent or guardian as soon as possible after receipt of the appeal. The conference will be held during regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the Superintendent or his/her designee will read the policy, rule, or regulation the student is charged with having violated and will briefly outline the conduct on the part of the student. The parent should be asked by the Superintendent or his/her designee if he/she understands the rule and the charges against the student. At the conclusion of the conference, the Superintendent or his/her designee will state whether he/she will uphold, terminate or modify the out-of-school suspension. In all cases the parent will be advised of his/her right to have the suspension reviewed by the Board of Education.

Method of Appeal to the Board of Education: An appeal can be requested by letter to the Assistant Superintendent of Schools or the Clerk of the Board of Education. If no appeal is received within five (5) days after the decision of the Superintendent or his/her designee is received by the parent or student, the decision of the Superintendent or his/her designee will be final and non-appealable. The Board will hear the appeal as soon as possible. The Board's decision is final and non-appealable. The parent and student will be notified in writing of the date, time, and place of the hearing. The parent and student will have the right to an "open" or "closed" hearing, at their option. Reasonable efforts will be made to accommodate the work schedule of parents. Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process. POLICY 5.26, 5.57

TECHNOLOGY: PERSONAL COMMUNICATION DEVICE USAGE

1. Personal communication device (cell phone, smartwatch or similar devices) usage is not permitted during school hours.

TELEPHONE

2. Students must have permission from a teacher and/or office personnel to use the school telephone.
3. Outgoing calls are to be made only in cases of emergency, such as illness or inclement weather. Permission to go home with a friend or change plans after school does not constitute an emergency.
4. Recommendation is made that the parent and child work out an agreement at the beginning of the term as to where the parent will meet the child during bad weather, thus saving some telephone calls.

5. Students will be called to the telephone only in cases of emergency. We discourage parents from calling their children at school and asking office personnel to deliver messages unless it is an emergency. Principals will assist their staff in managing these processes.
6. Please make arrangements with your child regarding their after school plans for transportation. Please do not hesitate to call the school office and communicate those plans by 2:00 p.m.

TESTING

All Owasso elementary schools comply with state mandated testing requirements. Your child's school will communicate site specific testing information.

TEXTBOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products are not allowed. Violation of this policy will result in disciplinary action.

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks on bicycles.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board

of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times.

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help him maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change. An unexpected change in afternoon plans must be called in before 2:00 p.m.

1. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.
2. Be on time at school bus stops. Avoid having to run to catch the bus or having the school bus wait for you.
3. Always use the handrail when getting on or off the school bus.
4. Be seated immediately.
5. Keep the aisle clear.
6. Keep all parts of your body inside the bus at all times.
7. Do not throw things out of the school bus windows.
8. Do not eat or drink while on the school bus.
9. Do not be loud or boisterous.
10. Absolutely no distracting behavior is allowed on the school bus.
11. Complete silence at railroad crossings is needed.
12. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
13. Do not walk behind the school bus when it is loading and unloading.
14. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 8:45 a.m.
2. It is the responsibility of the parent to communicate appropriate safety measures when students are walking to and from school.
3. Parents should not leave their children at a school outside of school hours as the supervision of students is a priority.

VISITORS

Parents are welcome to visit the school. All visitors must sign in and out in the main office, and provide identification, and are required to use our school identification process. All visitors must wear a visible visitor's badge/sticker while on a school campus. Student visitors are not permitted on campus. A parent needing to see his/her child during the school day should report to the main office.

Visitors can be asked to leave by administrators at any time. Visitation privileges can and will be revoked if deemed necessary by administrators and SRO's. If you need to visit a teacher, please call the school office or email your child's teacher to make an appointment. Scheduling a visit will help to prevent disruptions to the educational process. Visitors are not permitted on the playground during school hours, nor are they permitted to stand or park near the playgrounds. The school will contact the Owasso Police Department to report loitering individuals near the property. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on visitors. POLICY 1.44

VOLUNTEER GUIDELINES

Volunteers are welcome and appreciated at school sites. Specific needs for volunteers vary from site to site. Contact your child's school for details.

- Volunteers are expected to adhere to confidentiality regarding any student information and/or situations that they may encounter.
- Any obtained information should NOT be shared on or off school grounds. Concerns should be reported to appropriate school personnel.
- Please contact the site principal, or their designee, for additional requirements, expectations, and guidelines.

WITHDRAWALS

Parents who wish to withdraw their children must follow these steps:

1. Inform the office and teacher at least one week prior to leaving.
2. Make sure all charges are paid to the cafeteria and that all textbooks, library books, and school property are returned.
3. A withdrawal slip must be completed in the school office.

Approved by Board the Board of Education on 7/18/22

Owasso
6th - 7th - 8th
Grade Handbook

2022-2023

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

TABLE OF CONTENTS

ATTENDANCE **4**

ARRIVAL AT SCHOOL 4

ATTENDANCE MATTERS 5

ATTENDANCE PROCEDURES/POLICY 5

ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS 6

BULLYING **6**

CAFETERIA **6**

BREAKFAST/LUNCH 6

LUNCH PAYMENTS/CHARGES 6

MY SCHOOL BUCKS 7

CANCELLATIONS **7**

CELL-PHONES/TELECOMMUNICATION DEVICES **7**

CLOSED CAMPUS **7**

DIRECTORY INFORMATION **7**

DRESS and GROOMING GUIDELINES **8**

DRUGS AND ALCOHOL **9**

EARLY DISMISSAL **9**

EMERGENCY PROCEDURES **10**

FIRE DRILL PROCEDURES 10

TORNADO DRILL PROCEDURES 10

SECURITY DRILLS 10

EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS **10**

FERPA **11**

GRADING PRACTICE **11**

GRADUATION REQUIREMENTS **11**

HEALTH SERVICES **12**

MEDICATION 12

MENINGITIS INFORMATION 12

OPEN TRANSFERS 12

PARENT BILL OF RIGHTS 12

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA) 13

RESIDENCY 13

SCHEDULE CHANGES 13

SEARCH AND SEIZURE 13

SEXUAL HARASSMENT 14

STUDENT DISCIPLINE POLICY 14

DISCIPLINE CODE 15

DUE PROCESS AND STUDENT SUSPENSIONS 17

SHORT TERM OUT OF SCHOOL SUSPENSIONS (10 or fewer school days) 17

LONG-TERM OUT-OF SCHOOL SUSPENSIONS (In excess of 10 School Days) 18

STUDENT INTERNET USAGE AGREEMENT 18

TARDIES 19

TARDIES TO SCHOOL: 19

TELEPHONE 19

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS 20

TOBACCO POLICY 20

TRANSPORTATION 20

BICYCLES 20

BUSES 20

RULES FOR BUS RIDERS 21

WALKERS AND CAR RIDERS 21

TRUANCY 21

VALUABLE PROPERTY 21

VISITORS 21

WITHDRAWAL FROM SCHOOL 22

NONDISCRIMINATION

There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov

Policy 1.22a

The goal of this handbook is to inform parents and students of school guidelines. In addition, a goal of this handbook and all school rules is to help foster fully capable, independent, young adults. We know that goal requires the support of parents and we welcome that partnership.

ATTENDANCE

ARRIVAL AT SCHOOL

Students should not arrive at school until after 7:10 a.m. The building will not be open before then. Students are to be seated in the designated areas until dismissed by the duty teachers. Classes begin at 8:00 a.m. and end at 2:45 p.m. Once at school, students may not leave campus unless checked out by a parent/guardian.

ATTENDANCE MATTERS

Encouraging regular attendance is one of the most powerful ways you can prepare your child for success in school. When school attendance is a priority, children get better grades, develop healthy life habits, avoid dangerous behavior and have a better chance of graduating high school. When students are absent for fewer days, their grades and reading skills often improve. Students who attend school regularly also feel more connected to their community, develop important social skills and friendships, and are significantly more likely to graduate from high school, setting them up for a strong future. Regular attendance at school is required by state law and encouraged by the Owasso Public School District. Under school law, parents are responsible for their child's attendance until graduation from high school or the age of 18. When students are absent just two days per month - even when the absences are excused - it can have a negative impact. This adds up to being absent 18 times during the year, which is considered chronically absent. Over the course of a student's school career, this adds up to 234 days, which is almost 1 ½ years of school missed.

As a parent, you can prepare your child for a lifetime of success by making regular school attendance a priority. By figuring out the reasons for your child's absences, whether they're physical or emotional, and taking advantage of support services, such as free tutoring, student mentoring and after school activities, we can partner with you to set your child on the path to success.

ATTENDANCE PROCEDURES/POLICY

1. Anytime a student is absent from school, a parent/guardian should call the school office for each day the student is absent. Any student who is absent is considered unexcused until a parent/guardian calls the attendance office.
2. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per **5.03**
3. Anytime a student arrives after 8:00 a.m. he/she must check in at the attendance office before going to class. A parent/guardian should call the attendance office to report the tardy.
4. Anytime a student arrives for first period after 8:10 a.m., it will be counted as an absence for first hour.
5. **The maximum number of days that a student may be absent and still receive high school credit for the semester is nine. The maximum includes BOTH excused and unexcused absences.** It

does not include student activities. (note: this applies only to students in the 8th grade who are taking courses for high school credit)

6. Parents of students who have excessive absences will be notified in writing. Attendance is a priority for all Owasso Public School students.
7. There are two types of absences: excused and unexcused. School work missed because of an **excused** absence is to be made up by the student. It is the responsibility of the student to check with the teachers to see what work was missed and when it is due. A student going on a field trip, an activity trip, or must check before the trip with his/her teachers for his/her assignments. The student will receive full credit for the make-up work when it is turned in, on or before the specified time. For excused absences a student will receive a day for every day out. For a school activity, work is due on the due date or immediately upon return.

ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS

All students are required to take each of their semester finals in the fall semester. Students may exempt Spring semester finals if they meet the following **FULL** year requirements. Classes for high school credit may require a semester test worth up to, but no more than 15% of the course grade.

1. 10 absences for the full year and an 85% in both semesters of the class.

The only type of absence that does not count against exemptions is the Student Activity (SA) absence. Students who are exempt are not required to come to school during the hour of that final.

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential, and if you wish you have the right to submit the report anonymously. Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch, but they will be required to eat in the cafeteria.
3. Parents may sign their children out for lunch and must sign them back in when they return.
4. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week. All parents/guardians are encouraged to complete a free/reduced meal application. If you should need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034.

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

CELL-PHONES/TELECOMMUNICATION DEVICES

The School District desires to provide a learning environment that is free from distraction. It is the student's responsibility to ensure that all electronic devices are not in use during class hours, unless directed by the teacher to use them for educational purposes.

Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, MP3 players, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant and disciplinary consequences may occur. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on cell phones and mobile devices. POLICY 1.76 , 5.31

CLOSED CAMPUS

The Owasso 6th, 7th, and 8th Grade Centers are closed at lunch. Students are required to eat lunch on campus. Students may bring their lunch or purchase the meals provided by the cafeteria. Students will

not be permitted to leave campus during lunch except when they are checked out by a parent/guardian. If lunch is delivered to a student, please make sure your student knows the lunch is being delivered and ensure it arrives before lunch starts. Students will not be allowed to have food and/or drink items delivered to the school by third party vendors.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information":

- Student's Name
- Photograph
- Athletic Information, including height & weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

DRESS and GROOMING GUIDELINES

The school policies are the result of the cooperative effort of the school board and the administration. It is understandable that criteria be established to prohibit extreme styles and designs in clothing which might disrupt the education process or endanger the health and safety of pupils. The following dress and grooming policy applies at school, while on school vehicles, or going to or from or attending school events. **The principal and assistant principal have total authority in the interpretation of the dress code**. If situations arise that are not specifically covered in the guidelines, the administration will interpret the situation in light of the basic intent of the policy and that ruling will be final until such time that the policy is revised or changed to cover this situation.

1. T-shirts designed for street wear, and school sponsored organization shirts may be worn. Students will not wear clothing or accessories that display pictures, lettering or numbering that is profane, vulgar, repulsive or obscene or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, beer, drugs, drug-related items or paraphernalia.
2. Midriffs, halter tops, backless dresses, spaghetti strap shirts or dresses, and sleeveless garments resembling tank tops are not permitted. Midriffs will be covered at all times. Cleavage will be kept covered at all times.
3. Tights and leggings may be worn
4. ~~Shorts, skirts, dresses may be worn but must be at or below longest fingertip length with relaxed shoulders~~. Shorts, skirts, dresses, and holes in pants should cover down to the upper to mid-thighs and should not expose undergarments.

5. Students will not wear hats, caps, stocking caps, or hoodies covering the head while in the building. No exceptions except for medical reasons.
6. Students will not wear clothing that has tears, holes, rips or is frayed above fingertip.
7. Writing on clothes, hands, or any other parts of the body is not permitted.

The dress and grooming policy applies to all school activities. The staff and administration believe that good grooming, cleanliness and neatness are important for a good learning environment. Those who wear clothes that do not conform to the guidelines will not return to class until proper attire is attained and discipline may be assigned as deemed appropriate by administration..

DRUGS AND ALCOHOL

1. Illegal and illicit drugs and alcohol
    a. Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful. A drug detection dog is used randomly on campus. Students are prohibited from using, being under the influence of, possessing, furnishing, distributing, selling, conspiring to sell or possess or being in the chain of sale or distribution of alcoholic beverages, non-intoxication alcoholic beverages (as defined by Oklahoma law, i.e., 3.2 beer), illegal or illicit drugs (any amount), or other synthetic products used as mood-altering substances at school, while on school vehicles or at any school-sponsored event. "Illicit drugs" include steroids and prescription and over-the-counter medications being used for an abusive purpose, i.e., when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student. "Mood-altering substances" include paint, glue, aerosol sprays, and similar substances. Violation of this rule will result in imposition of disciplinary measures, which may include suspension for the remainder of the current semester and the following semester. The length of a student suspension for violation of this rule may be shortened in some cases at the discretion of the building principal provided that:
        i. The suspended student completes the school drug and alcohol education program counseling and
        ii. The student is in good academic standing

    b. Student violation of this rule which also constitutes illegal conduct will be reported to law enforcement authorities. Drug testing policies and procedures are available in the nurse's office or online at the school's website.
2. Distribution of Information
    a. Information for students and their parents about drug and alcohol counseling and rehabilitation and reentry programs in this geographic area is available from the principal at each student's school.
    b. Copies of these rules shall be provided to all students and their parents at the beginning of each school year.

EARLY DISMISSAL

If it is necessary for a student to leave school before the end of the day, a verified parent/guardian must come into the office and sign the student out and the student must sign back in upon returning to school. Any student leaving campus without checking out through the office will be considered truant.

If a student should need an early dismissal with someone other than a parent/guardian, a parent/guardian must call the office, identify the person and give permission for them to pick up the student. In order to maintain student safety, notes cannot be accepted for early dismissals. Early dismissals do NOT include lunch dismissals. Students checking out for lunch may only be signed out by those that are previously identified on InfoSnap. **Notes or calls will not be accepted for lunch dismissals**.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

- Each building is equipped with its own fire alarm signal and procedure.
- Students will know and use the proper exit from anywhere in the school building.
- Students will evacuate the building upon direction.
- Teachers will check rolls once clear of danger.
- Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

- Each building is equipped with its own tornado alarm signal and procedure.
- Students will 'duck and cover' in areas designated by the building principal.
- Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.
- Wait for notification of how and when to respond. This notification will come via the Owasso Public School's communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS

Clubs and other organizations are offered on a voluntary basis. Wholehearted participation in these activities is encouraged. **In order to attend practice or participate in an extracurricular activity, a student must be in attendance three hours on the day of the activity. Failure to be in attendance will result in the student being withheld from the activity.** Students participating in school activities are subject to eligibility rules. **A student who is ineligible shall not be allowed to miss school or be approved to participate in any school activity, during the school day or after the school day.** Academics come first; passing grades take priority. In the instance where the school activity is a part of a

performance-based class where participation in the activity is required for a grade, an alternative assignment may be used as a substitute for the missed school activity. Academic eligibility will be monitored on a weekly basis per Oklahoma Secondary School Activities Association guidelines. All students participating in Oklahoma Secondary Schools Athletic Association (OSSAA) sanctioned activities are subject to all residency requirements. For complete details of these requirements and guidelines, go to: www.ossaa.com. All clubs are required to maintain a charter or constitution and to function in accordance with its guidelines. A student appealing a teacher's/sponsor's/coach's decision cannot participate in extracurricular activities until the appeal process has been completed. All students involved in competitive extracurricular activities will be subject to random drug testing. Parents must submit a signed consent form **before** participation. Students are not allowed to participate until the signed consent form is submitted. A list of organizations is provided on the OPS website.

FERPA

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GRADING PRACTICE

- Our schools want to have strong communication with parents about their child's academic progress. We take that responsibility seriously.
- Parents have a right to be updated about their child's academic progress and Owasso Public Schools has provided various tools for that purpose.
- The electronic grade book is available to parents on-line, 24 hours a day, to accommodate a variety of schedules.
    - A parent will be able to see individual grades for each assignment as well as their child's average in each subject.
    - We encourage our teachers to take two grades a week in each subject but shorter weeks, holidays, or special projects may affect that expectation.
    - If there are challenges in accessing grades on-line, the office staff at their child's school is more than willing to help parents.
- Regular academic progress will be up to date on PowerSchool and shared with the parents on the following schedule:
    - Report of Progress (End of 1st Nine Weeks)
    - Report Card (End of 1st Semester)
    - Report of Progress (End of 3rd Nine Weeks)
    - Report Card (End of 2nd Semester)
- Classroom teachers will utilize parent conferences to visit face-to-face with parents to discuss their child's progress.
- Should communication about grades be needed by either the parent or the teacher, that can happen at any time during the school year.
- Teachers will respond as quickly as possible to parents, but the first priority is always serving the children in the classroom. Therefore, it may be the next day before a grading question is

answered. A child's academic success is a team effort between home and school. We're serving students together!

GRADUATION REQUIREMENTS

A total of twenty-three units of credit must be earned during the four years of high school. The specific requirements for graduation are listed in the secondary course guide. The secondary course guide also provides information for students and families regarding which courses count for high school credit. High school credits are earned on a semester basis. A student receives .5 unit of credit for each semester that he/she receives a passing grade in a given subject for high school credit.

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID
- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse for appropriate paperwork and storage of medication. **Narcotic medication will not be stored or administered at school by school personnel.** The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood.

Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENT BILL OF RIGHTS

Owasso Public Schools are in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent.
25 O.S. Section 2001
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents Bill of Rights POLICY 1.69

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Protection of Pupil Rights Amendment. POLICY 1.38

Parents who believe their rights have been violated may file a complaint with:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district. Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113.

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SCHEDULE CHANGES

Schedule changes will only be made for the following school board approved reasons:

- To balance the size of classes
- Student is enrolled in a course incorrectly or if prerequisite courses have not been taken.
- Medical conditions warrant a change.
- A schedule change for any reason, other than the above, requires approval from an administrator.

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Students have no reasonable expectation of privacy rights in the contents of school lockers, desks, and other school property. Students who drive a vehicle onto school property do so as a privilege afforded them by the School District and not as a right.

Accordingly, any student who drives a vehicle of any kind to school and parks that vehicle on school property is deemed to authorize a search of the vehicle by the superintendent, principal, teacher, or security personnel at any time and for any reason deemed appropriate by the school principal or the Superintendent of Schools. Any student who refuses to peaceably submit his/her vehicle to a search when requested to do so may be suspended out of school for such refusal. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on search and seizures. POLICY 5.19, 5.29

SEXUAL HARASSMENT

All students, employees, and Board members are strictly prohibited from engaging in any form of sexual harassment of any student, employee, and applicant for employment, vendor representative, or patron of the School District. In the case of a student of the School District, “sexual harassment” is defined as unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature by any person towards a student. Any student engaging in sexual harassment is subject to any and all disciplinary action which may be imposed under the School District’s Student Discipline Policy. Any employee or student who is or has been subjected to sexual harassment or knows of any student or employee who is or has been subjected to sexual harassment shall immediately report all such incidents to either the superintendent, assistant superintendent, principal, assistant principal, or any Board member of the School District. If a report of an incident needs to be made after normal school hours, the above-listed individuals may be contacted at home. It is preferred that all such reports be made in person or in writing signed by the reporting party. However, in order to encourage full, complete, and immediate reporting of such prohibited activities, any person may report such incidents in

writing and anonymously by mailing such reports to the personal attention of any of the above-designated persons. All such reports should state the name of the alleged harassing student, employee, or Board member, the person(s) being harassed, the nature, contacts and extent of the prohibited activity, the dates of the prohibited activity, and any other information necessary to a full report and investigation of the matter. The School District will investigate all reports.

STUDENT DISCIPLINE POLICY

One of the most important phases of a person's educational development is that of learning proper behavior, cooperation, respect, and self-discipline. Without these characteristics, it is difficult for a person to maintain the proper attitude to develop intellectually. It is the school's responsibility as a part of the total educational process to assist the student in the development of self-discipline.

The following discipline methods may be assigned by the principal or assistant principal for a student that engages in any of the behaviors listed under the Discipline Code section while at school, while on school vehicles, or going to or from or attending school events:

1. **Counseling**- May involve the classroom teacher, counselor, or administrator.
2. **Removal from class (non-appealable)** – Students will be allowed to come to school, but will be isolated from certain class periods.
3. **Detention (non-appealable)** – Students will be required to study, complete assignments, or do other school work during detention.
4. **School Service (non-appealable)**- School service may be used in lieu of other normally assigned disciplinary actions. Service opportunities may include, but are not limited to cleaning cafeteria tables, grounds beautification, general cleaning, etc.
5. **Alternative In-School Placement (non-appealable)**- Students will be allowed to come to school, but will be isolated or restricted from the main flow of daily routine. School administrators will decide how many days of in-school placement a student serves based on the severity of the offense. In school placement stays will be communicated to the parent or guardian by the school administrator.
6. **Out of School Suspension (appealable)**-Students may be suspended out of school as a result of a major offense, multiple offenses, or repeated offenses. Length of short-term suspensions may include 1-10 school days. Length of long-term suspensions will be 11 days or more, up to or including one calendar year for long-term based on the level of offense(s).
7. **Change of Placement (non-appealable) –** Students may receive a change of placement to an alternative educational setting in lieu of an out-of-school suspension lasting more than 10 days or up to one calendar year for long-term based on the level of offense(s).

DISCIPLINE CODE

The principal or assistant principal shall have the authority to assign any of the above disciplinary options to any student who engages in the following behavior at school, on school grounds, while on school vehicles, or going to or from, or attending school events:

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin,

religion, disability, veteran status, sexual orientation, age, or genetic information by making, transmitting, causing, allowing to be transmitted, broadcasting, publishing, distributing, causing, or allowing to be broadcast, published or distributed, any message, material, telephonic, computerized or electronic message.

5. Cheating
6. Conduct that threatens or jeopardizes the safety of others
7. Cutting class or sleeping, eating or refusing to work in class
8. Disruption of the educational process or operation of the school
9. Extortion
10. Failure to attend assigned detention, alternative school or other disciplinary assignment without approval
11. Failure to comply with state immunization records
12. False reports or false calls
13. Fighting
14. Forgery, fraud, or embezzlement
15. Gambling
16. Gang related activity or action
17. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts
18. Hazing (whether involving initiations or not) in connection with any school activity, regardless of location
19. Immorality
20. Inappropriate attire, including violation of dress code
21. Inappropriate behavior or gestures
22. Indecent exposure
23. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)
24. Obscene language
25. Physical or verbal abuse
26. Plagiarism
27. Possession or distribution of a caustic substance
28. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
29. Possession, without prior authorization, of a wireless telecommunication device
30. Possession, threat or use of a dangerous weapon, replica weapons, toy guns/facsimile and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
31. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point beer (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended, therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating

substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.

32. Possession of illegal and/or drug related paraphernalia
33. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval
34. Profanity
35. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.
36. Sexual or other harassment of individuals including, but not limited to, students, school employees, patrons.
37. Theft
38. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
39. Truancy
40. Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.
41. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee or the school
42. Using racial, religious, ethnic, sexual, gender or disability-related epithets
43. Vandalism
44. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering in restrooms, running in halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property
45. Vulgarity
46. Willful damage to school property
47. Willful disobedience of a directive of any school official

In addition, conduct occurring outside of the normal school day or off school property that has a direct and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action. Examples of immediate negative effects include, but are not limited to, electronic communication, negative reaction by the victim, overt face to face confrontations at school or school events, etc. Students found in violation of any of the above may receive disciplinary action. Any student who is determined to have brought a firearm on school grounds under the jurisdiction of the School District shall be suspended out of school for a period of not less than one calendar year. **Participation in the school's extracurricular activities is a privilege, not a right**. When a student's behavior results in an out-of-school suspension, Change of Placement (COP), or In-School Placement (ISP), the student immediately (notwithstanding the filing of an appeal) forfeits the privilege of participating in all extracurricular activities of the school. In addition, when the principal determines to impose alternative in-school placement or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the student's offense.

DUE PROCESS AND STUDENT SUSPENSIONS

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.

SHORT TERM OUT OF SCHOOL SUSPENSIONS (10 or fewer school days)

A short-term out-of-school suspension may be appealed to a committee composed of administrators and/or teachers. An appeal to a committee can be requested by letter to the school principal, which must be received within five (5) calendar days after the principal's out-of-school suspension decision is received by the student or his/her parent. The out-of-school suspension decision will become final and non-appealable if a request is not timely submitted. The decision of the committee shall be final and non-appealable.

LONG-TERM OUT-OF SCHOOL SUSPENSIONS (In excess of 10 School Days)

Method of Appeal to the Superintendent of Schools or his/her Designee: An appeal can be presented by letter to the Superintendent. If no appeal is received within (5) calendar days after the principal's decision is received by the parent or student, the principal's out-of-school suspension decision will be final and non-appealable. The Superintendent or his/her designee should hold a conference with the parent or guardian as soon as possible after receipt of the appeal. The conference will be held during regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the Superintendent or his/her designee will read the policy, rule, or regulation the student is charged with having violated and will briefly outline the conduct on the part of the student. The parent should be asked by the Superintendent or his/her designee if he/she understands the rule and the charges against the student. At the conclusion of the conference, the Superintendent or his/her designee will state whether he/she will uphold, terminate or modify the out-of-school suspension. In all cases the parent will be advised of his/her right to have the suspension reviewed by the Board of Education.

Method of Appeal to the Board of Education: An appeal can be requested by letter to the Assistant Superintendent of Schools or the Clerk of the Board of Education. If no appeal is received within five (5) days after the decision of the Superintendent or his/her designee is received by the parent or student, the decision of the Superintendent or his/her designee will be final and non-appealable. The Board will hear the appeal as soon as possible. The Board's decision is final and non-appealable. The parent and student will be notified in writing of the date, time, and place of the hearing. The parent and student will have the right to an "open" or "closed" hearing, at their option. Reasonable efforts will be made to accommodate the work schedule of parents. Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process. POLICY 5.26, 5.57

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that

electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses
- Damaging computers, computer systems, computer networks or computer services
- Violating copyright laws
- Downloading, uploading, or distributing software
- Using obscene language
- Harassing, attacking or insulting others
- Cyberbullying

For more information please see the Owasso Public School Student Technology Use Agreement.
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

TARDIES

Being on time to class each hour is required.

- Four minutes are allowed for changing classes. Under normal conditions, this is enough time to get from one class to another. Students should be in their respective classroom and in their seat when the tardy bell rings. Disciplinary action will be taken for unexcused tardiness.
- Any student not in their seat at the tardy bell will be considered tardy. First hour tardy students will be directed to the office for an admit pass.
- Students arriving to school after 8:00 a.m. will be considered tardy. Students arriving after 8:10 a.m. will be counted as absent for 1st period.
- All tardies to school, including those excused by a parent/guardian, will count towards the semester limit of five. Those tardies that are accompanied with a doctor's note will be the exception.

TARDIES TO SCHOOL:

FIRST HOUR TARDIES

- 1 – 4 Tardies per semester: Tardy recorded and staff will encourage timely attendance
- 5 – 8 Tardies per semester: Detention or other consequences may be assigned for each tardy to school. Parents will be notified with each consequence
- After 9th Tardy in the Semester: Parents will be contacted to attend a parent conference and other consequences and/or counseling services may be assigned

SECOND-SIXTH HOUR TARDIES

- 1 - 4 Tardies per semesters: Teacher assigned consequences
- 5 - 8 Tardies: Detention or other consequences
- 9 + Tardies: Detention, parent conference, counseling, or other measures

TELEPHONE

Students may receive phone calls in the main office, during class, only for an emergency. Parents are asked NOT to call students at school unless it is absolutely necessary. If it is necessary, the office staff

will take a message and see that it is delivered in a timely manner. Students may only use the office phone for the following reasons:

- Emergency situations
- To return a parent/guardian call
- Need lunch or lunch money
- In violation of dress code
- Need transportation
- School activity canceled/time change

* Students are expected to make their plans prior to coming to school

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products are not allowed. Violation of this policy will result in disciplinary action.

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times.

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help him maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

1. Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change**. An unexpected change in afternoon plans must be called in before 1:45 p.m.**
2. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.
3. Be on time at school bus stops. Avoid running to catch the bus or having the bus wait for you.
4. Always use the handrail when getting on or off the school bus.
5. Be seated immediately.
6. Keep the aisle clear.
7. Keep all parts of your body inside the bus at all times.
8. Do not throw things out of the school bus windows.
9. Do not eat or drink while on the school bus.
10. Do not be loud or boisterous.
11. Absolutely no distracting behavior is allowed on the school bus.
12. Complete silence at railroad crossings is needed.
13. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
14. Do not walk behind the school bus when it is loading and unloading.
15. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 7:10 a.m.
2. Parents of walkers should advise their children not to accept rides from strangers.
3. It is best if students who are walking to school have a definite route, agreed upon by parents, and children to follow to and from school.
4. Parents should not leave their children at a school outside of school hours.
5. After school, all walkers must go home and stay away from all school campuses. They cannot meet and or visit at other school sites, unless attending an authorized school activity.

TRUANCY

A truancy occurs when a student is absent without parents' knowledge or approval, or a student is not in his/her assigned area during the designated time. The policy for truancy is as follows:

1. First Offense: A student who is truant one, two, or three hours will receive two hours of detention for every hour or partial hour missed. A student truant more than three hours will receive alternative in-school placement.

2. Repeat Offenses: Alternative in-school placement or additional consequences

VALUABLE PROPERTY

We encourage students to leave valuable items at home. If a student chooses to bring a valuable item(s) to school, the student does so at his/her own risk.

VISITORS

All visitors must sign in and out in the main office, provide identification, and are required to use our school identification process. All visitors must wear a visible visitor's badge/sticker. Student visitors are not permitted on campus. A parent needing to see his/her child during the school day should report to the main office. Should anyone other than a parent request to see a student, the parent will be notified in order to grant permission. Visitors can be asked to leave by administrators at any time. Visitation privileges can and will be revoked if deemed necessary by administrators and SRO's. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on visitors. POLICY, 1.44

WITHDRAWAL FROM SCHOOL

Parents who wish to withdraw their children must follow these steps:

- Parents should notify the office prior to the student's last day.
- Parents should complete all necessary paperwork to document the withdrawal.
- Fines must be paid and school property returned.
- In case of extenuating circumstances and the student is unable to follow this procedure, please contact the school administration.
- Grades and records will be sent to the student's new school, upon their request.

Approved by Board the Board of Education on 7/18/22



Owasso High School Ram Academy Handbook

2022-2023

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

TABLE OF CONTENTS

SCHOOL DISTRICT MISSION STATEMENT **1**

OWASSO SCHOOL CALENDAR 2022-2023 **5**

ACADEMIC **6**

ACADEMIC STUDY HALL 6

ACADEMIC PROBATION 6

CLASSIFICATION 6

ATTENDANCE **7**

ABSENCES 7

ARRIVAL AT SCHOOL **7**

ATTENDANCE PROBATION **7**

CAFETERIA **8**

BREAKFAST/LUNCH 8

LUNCH PAYMENTS/CHARGES 8

MY SCHOOL BUCKS 8

CANCELLATIONS **8**

CELL-PHONES/WIRELESS TELECOMMUNICATIONS **9**

CLOSED CAMPUS **9**

DIRECTORY INFORMATION **9**

DISCIPLINE **10**

BULLYING 10

DANGEROUS WEAPONS 10

DETENTION 10

DISCIPLINE CODE 10

DISCIPLINARY PROBATION 12

DRESS CODE 13

DRUGS/ALCOHOL 13

EMERGENCY PROCEDURES **13**

FIRE DRILL PROCEDURES 13

TORNADO DRILL PROCEDURES 14

SECURITY DRILLS 14

FERPA **14**

GANG POLICY **14**

GUIDANCE AND COUNSELING **15**

HEALTH SERVICES **15**

MEDICATION 15

MENINGITIS INFORMATION 15

OPEN TRANSFERS **16**

PARENT BILL OF RIGHTS **16**

PARENT/TEACHER CONFERENCES **16**

PROTECTION OF PUPIL RIGHTS (PPRA) **16**

RESIDENCY **16**

SEARCH AND SEIZURE **17**

STUDENT DRIVERS **17**

STUDENT INTERNET USAGE AGREEMENT **17**

TARDIES **18**

TOBACCO POLICY **18**

TRANSPORTATION **18**

BICYCLES 18

BUSES 19

RULES FOR BUS RIDERS 19

WALKERS AND CAR RIDERS 19

VISITOR POLICY **20**

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS **20**

NONDISCRIMINATION

There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov

Policy 1.22a

The goal of this handbook is to inform parents and students of school guidelines. In addition, a goal of this handbook and all school rules is to help foster fully capable, independent, young adults. We know that goal requires the support of parents and we welcome that partnership.

OWASSO SCHOOL CALENDAR 2022-2023

FIRST BLOCK:

First Day of School	August 17, 2023
Labor Day	September 4, 2022
End of First Block	October 13, 2023
Fall Break	October 16-20, 2023

SECOND BLOCK:

First Day of Second Block	October 23, 2023
Thanksgiving Break	November 20-24, 2023
End of Second Block	December 13, 2023
Winter Break	December 20, 202-January 3, 2023

THIRD BLOCK:

First Day of Third Block	January 4, 2024
Martin Luther King Holiday	January 15, 2024
Professional Development Day (no students)	January 16, 2024
President's Day Holiday	February 19, 2024
End of Third Block	March 15, 2024
Spring Break	March 18-25, 2024

FOURTH BLOCK:

First Day of Fourth Block	March 26, 2024
Last Day (Students & Teachers)	May 24, 2024**

****All Owasso Ram Academy students and parents/guardians are required to abide by the policies and procedures contained within this handbook as well as all Owasso district policies and procedures provided in the policy manual section at www.owassops.org.**

ACADEMIC

ACADEMIC STUDY HALL

Students are expected to complete all assigned work. Students are not allowed to sleep in class, to not participate in class, or to pick and choose which assignments they complete. Students who have missing assignments may be placed in study hall in order to complete their work. Academic study hall may be assigned by the teacher, counselor, or principal before school, at lunch, or after school. Failure to attend study hall may result in disciplinary consequences.

ACADEMIC PROBATION

Students who fail one or more classes will be placed on probation and will be expected to pass all of their classes for the following academic block. Students who fail to do so may be removed from the Ram Academy Program.

CLASSIFICATION

Students are assigned a grade classification based on the number of academic credits they have earned:

Freshman	0-5 credits
Sophomore	6-9 credits
Junior	10-15 credits
Senior	16-23 credits

*23 credits are required to graduate

GRADING SCALE

GRADE	**AP and COLLEGE CREDIT BEARING**	**ACADEMIC**
A (90-100)	4.4	4
B (80-89)	4.0	3
C (70-79)	3.0	2
D (60-69)	2.0	1
F (0-59)	0.0	0

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on graduation. POLICY 5.34

ATTENDANCE

ABSENCES

1. Students are allowed **FIVE total absences** in each class per nine-week academic block. Students who exceed the **FIVE** absence limit (excused and/or unexcused combined) will lose credit for the block and will be placed on attendance probation. Students who exhibit continued poor attendance will be removed from the Ram Academy.
2. Parents/guardians are strongly encouraged to monitor their student's attendance. Daily attendance records can be accessed through the parent portal.
3. Absences are considered excused through a parent phone call and/or medical documentation. Parents should always call the office in the morning at **918-272-8040** to notify the attendance secretary of an absence.
4. Absences are considered unexcused when not covered by a parent phone call and/or medical documentation.
5. School activities will NOT count against the **FIVE absence** limit.
6. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per policy 5.03 Even with medical documentation, students who miss excessive days will be required to repeat the classes they have missed for educational purposes. Students who are unable to attend school due to chronic illnesses or medical conditions will be referred to Owasso Virtual School.
7. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition, including diagnosis is required, per policy 5.03 Even with medical documentation, students who miss excessive days will be required to repeat the classes they have missed for educational purposes. Students who are unable to attend school due to chronic illnesses or medical conditions will be referred to Owasso Virtual School.
8. Medical documentation is due in the office no later than the end of the day the student returns to school. All medical documentation should be **faxed** directly from the doctor's office to our office at **918-272-0712.**

ARRIVAL AT SCHOOL

The school day is from 8:30-2:10. The school doors will open at 7:20 a.m. Once on campus property, students should come inside the building and stay. Students are not to hang out in cars or outside the building at any time during the school day.

ATTENDANCE PROBATION

Students who exceed the **FIVE** absence limit and/or have excessive tardies will be placed on attendance probation for the following academic block with the expectation that there will be no

repeat of this poor attendance behavior. Students who lose credits due to repeated violations of the attendance policy may be removed permanently from this program.

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch, but they will be required to eat in the cafeteria.
3. Parents may sign their children out for lunch and must sign them back in when they return.
4. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week. All parents/guardians are encouraged to complete a free/reduced meal application. If you need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034.

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

CELL-PHONES/WIRELESS TELECOMMUNICATIONS

The School District desires to provide a learning environment that is free from distraction. It is the student's responsibility to ensure that all electronic devices are not in use during class hours, unless directed by the teacher to use them for educational purposes.
Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, MP3 players, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant and disciplinary consequences may occur. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on cell phones and mobile devices. POLICY 1.76 , 5.31

CLOSED CAMPUS

Once students are on school campus property, including the parking lot, they are not allowed to leave unless a parent calls the office and gives permission for an early dismissal. Students may **NOT** check themselves out during the day unless they are on documented self-support. Students are **NOT** allowed to leave campus without permission at any time during the day. Students are **NOT** allowed to leave for lunch.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information":

- Student's Name
- Photograph
- Athletic Information, including height and weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

DISCIPLINE

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential, and if you wish you have the right to submit the report anonymously. Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45

DANGEROUS WEAPONS

Possession by any student of a dangerous weapon, as that term is defined in this policy, or a replica or facsimile of a dangerous weapon, while on school property, at a school-sponsored activity, or on a school bus or vehicle, is prohibited. Furthermore, use of any item or instrumentality by a student to threaten harm to any person or which is used to harm any person, while on school property, at a school-sponsored activity, or on a school bus or vehicle, is prohibited. A dangerous weapon includes but is not limited to any type of gun, any type of knife, explosive devices, chemical protection sprays, brass knuckles, martial arts devices, etc… An additional descriptive list is provided in the district policy manual. Students who violate this policy will be subject to out of school suspension and/or permanent removal from this program.

DETENTION

Students must serve detention as scheduled through the Counselor and/or Principal. Skipping detention more than once will result in 3 days ISP. Students who owe six or more hours of detention at one time may be assigned 3 days of ISP for excessive detention hours.

DISCIPLINE CODE

The following behaviors at school, at school events, or while on school vehicles will result in disciplinary action, which may include in-school placement, out of school suspension and/or permanent removal from this program.

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making or transmitting or causing or allowing to be transmitted, any telephonic, computerized or electronic message

5. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by broadcasting, publishing or distributing or causing or allowing to be broadcast, published or distributed, any message or material
6. Cheating
7. Conduct that threatens or jeopardizes the safety of others
8. Cutting class or sleeping, eating or refusing to work in class
9. Disruption of the educational process or operation of the school
10. Disruption of the educational process or operation of the school
11. Failure to attend assigned detention, alternative school or other disciplinary assignment without approval
12. Failure to comply with state immunization records
13. False reports or false calls
14. Fighting
15. Forgery, fraud, or embezzlement
16. Gambling
17. Gang related activity or action
18. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts
19. Hazing's (whether involving initiations or not) in connection with any school activity, regardless of location
20. Immorality
21. Inappropriate attire, including violation of dress code
22. Inappropriate behavior or gestures
23. Indecent exposure
24. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)
25. Obscene language
26. Physical or verbal abuse
27. Plagiarism
28. Possession or distribution of a caustic substance
29. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
30. Possession, without prior authorization, of a wireless telecommunication device
31. Possession, threat or use of a dangerous weapon and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
32. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point been (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended,

therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.

33. Possession of illegal and/or drug related paraphernalia
34. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval
35. Profanity
36. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.
37. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers
38. Theft
39. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
40. Truancy
41. Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing, tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.
42. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee or the school
43. Using racial, religious, ethnic, sexual, gender or disability-related epithets
44. Vandalism
45. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering in restrooms, running in halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property
46. Vulgarity
47. Willful damage to school property
48. Willful disobedience of a directive of any school official

In addition, **conduct occurring outside of the normal school day or off school property** that has a direct and immediate negative effect on the discipline or education process or effectiveness of the school, could also result in disciplinary action, which may include in-school placement options or out of school suspension and/or removal from this program. In-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out of school suspensions and do not require or involve due process procedures. For out of school suspension/ due process procedures please see the building principal.

DISCIPLINARY PROBATION

Students who repeatedly violate Owasso Ram Academy and District policies will be placed on disciplinary probation. Students who violate the terms of their probation contract may be removed permanently from this program.

DRESS CODE

1. ~~Sunglasses may not be worn inside the building. Sunglasses are to be removed immediately upon entering the building.~~
2. ~~Hoods may not be worn up. Hoods are to be lowered immediately upon entering the building.~~
3. ~~Clothing associated with gang/activity and behavior is not allowed. This includes but is not limited to bandannas, headbands, pocket chains, etc.~~
4. ~~Mid-riffs and cleavage must be covered at all times.~~
5. ~~House shoes, pajamas, pajama bottoms, and flannel pants are not allowed.~~
6. ~~Sagging and bagging pants are not allowed.~~
7. ~~Skirts, shorts, and dresses should be long enough to reach past the student's fingertips when standing with arms relaxed at the student's side.~~
8. ~~Students should not wear clothing that advertises or promotes sex, weapons, tobacco, alcohol, drugs, drug-related items, drug paraphernalia, obscenities, vulgarities, or violence toward a person or group.~~

1. Students will not wear clothing or accessories that display pictures, lettering, or numbering that is profane, vulgar, repulsive, obscene, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, low-point beer, drugs, drug related items, or paraphernalia.
2. Midriffs, halter tops, backless dresses, and sleeveless garments resembling tank tops are not permitted. Clothing should not expose or display undergarments.
3. Shorts, skirts, dresses, and holes in pants should cover down to the upper to mid-thighs and should not expose undergarments.
4. All students are required to wear shoes.
5. Students will not wear hats, caps, stocking caps, or hoodies covering the head while in the building. No exceptions except for medical reasons.
6. Facial and body piercings that disrupt the educational process or endanger the health and safety of students will not be permitted.

****The building principal has the final determination in what is and what is not acceptable attire at school.**

DRUGS/ALCOHOL

1. Illegal and Illicit Drugs and Alcohol
    a. Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful.
    b. Students are prohibited from using, being under the influence of, possessing, furnishing, distributing, selling, conspiring to sell or possess or being in the chain of sale or distribution of alcoholic beverages, non-intoxicating alcoholic beverages (as defined by Oklahoma law, i.e., 3.2 beer), illegal or illicit drugs, or other mood-altering substances at school, while on school vehicles, or at any school-sponsored event.
    c. "Illicit drugs" includes steroids and prescription and over-the-counter medications being used for an abusive purpose, i.e., when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student.

d. “Mood-altering substances” include, but are not limited to, paint, glue, aerosol sprays, salts, incense, and other substances which may be used as an intoxicating substance.
e. Violation of this policy will result in imposition of disciplinary measures, which may include suspension for the remainder of the current block and the following block and/or removal from this program.
f. Student violation of this rule which also constitutes illegal conduct will be reported to law enforcement authorities.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

- Each building is equipped with its own fire alarm signal and procedure.
- Students will know and use the proper exit from anywhere in the school building.
- Students will evacuate the building immediately in a proper manner.
- Teachers will check rolls once clear of danger.
- Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

- Each building is equipped with its own tornado alarm signal and procedure.
- Students will ‘duck and cover’ in areas designated by the building principal.
- Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.
- Wait for notification of how and when to respond. This notification will come via the Owasso Public School’s communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

FERPA

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GANG POLICY

The following is prohibited at Owasso Public Schools at school, while on school vehicles or going to or from or attending school events (home and away):

1. Possessing, wearing, using, distributing, or displaying any sign, symbol, badge, color, or other item that is evidence of affiliation with or membership in a gang.
2. Wearing pants below the waistline (sagging and bagging) or wearing caps, bandannas, handkerchiefs, shoe strings or other items associated with gang-related behavior.
3. Participating in any act, either verbal or nonverbal, to include gestures, expression, handshakes, sign, etc. that may indicate an affiliation with or membership in a gang.
4. Participating in any act that may further the interest in a gang affiliation or gang membership such as, but not limited to, writing or inscribing of gang-related graffiti to include messages, symbols or signs on school property.
5. Wearing hats or caps inside the building.

Violation of this policy will result in disciplinary action up to and including suspension out of school for the current block and the following block and/or removal from this program and, if appropriate, the filing of criminal charges, depending on the severity of the infraction.

GUIDANCE AND COUNSELING

Students in alternative education programs are required to participate in guidance and counseling services. The school counselor will visit with each student about his/her individual graduation plan as well as career planning, post-high school education, and financial aid. The school counselor will also provide individual counseling as needed. In addition, outside agencies will provide individual and group counseling services throughout the school year. These agencies include but are not limited to Tristesse Grief Center, Youth Services of Tulsa, the Tulsa Health Department and CREOKS.

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID - 19
- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse for appropriate paperwork and storage of medication. **Narcotic medication will not be stored or administered at school by school personnel.** The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood.

Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENT BILL OF RIGHTS

Owasso Public Schools are in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent.
25 O.S. Section 2001 Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents Bill of Rights POLICY 1.69

PARENT/TEACHER CONFERENCES

Parent/guardian/teacher conferences will be held one evening per block. Invitations will be emailed by the student's advisory teacher.

Parents/guardians may also request a conference with teachers at any time during the school year. The principal, counselor, or teachers also may request a conference as needed.

PROTECTION OF PUPIL RIGHTS (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Protection of Pupil Rights Amendment. POLICY 1.38
Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district. Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Students have no reasonable expectation of privacy rights in the contents of school lockers, desks, and other school property. Students who drive a vehicle onto school property do so as a privilege afforded them by the School District and not as a right.

Accordingly, any student who drives a vehicle of any kind to school and parks that vehicle on school property is deemed to authorize a search of the vehicle by the superintendent, principal, teacher, or security personnel at any time and for any reason deemed appropriate by the school principal or the Superintendent of Schools. Any student who refuses to peaceably submit his/her vehicle to a search when requested to do so may be suspended out of school for such refusal. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on search and seizures. POLICY 5.19, 5.29

STUDENT DRIVERS

Students who violate any of the following requirements may be subject to disciplinary measures and/or may lose the privilege to drive to school:

1. All student drivers must register their vehicle with the office.
2. Student drivers must have a current, valid Oklahoma driver's license and proof of insurance.
3. Reckless driving and speeding are absolutely prohibited.
4. Students are to park only in designated areas.
5. Students are not allowed to congregate in the parking lot or to hang out in cars before, during, or after school.
6. The use of tobacco products or e-cigs in the vehicle while still on school property is not permitted.

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses
- Damaging computers, computer systems, computer networks or computer services
- Violating copyright laws
- Downloading, uploading, or distributing software
- Using obscene language
- Harassing, attacking or insulting others
- Cyberbullying
- Illegally accessing content through District network applications or equipment, or bypassing software parameters set in place by the District

For more information please see the Owasso Public School Student Technology Use Agreement.
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

TARDIES

Students are to be inside their classroom when the bell rings. Students who are late to any hour will be required to get a tardy slip from the office. Any tardy consisting of 10 or more minutes will be recorded as an unexcused absence. Chronic tardiness will result in the following:

4th Tardy	1 hour of detention
5th Tardy	2 hours of detention
6th Tardy	Parent will be contacted

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products are not allowed. Violation of this policy will result in disciplinary action.

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks on bicycles.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times.

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help him maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

1. Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change**. An unexpected change in afternoon plans must be called in before 1:00 p.m.**
2. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.
3. Be on time at school bus stops. Avoid having to run to catch the bus or having the school bus wait for you.
4. Always use the handrail when getting on or off the school bus.
5. Be seated immediately.

6. Keep the aisle clear.
7. Keep all parts of your body inside the bus at all times.
8. Do not throw things out of the school bus windows.
9. Do not eat or drink while on the school bus.
10. Do not be loud or boisterous.
11. Absolutely no distracting behavior is allowed on the school bus.
12. Complete silence at railroad crossings is needed.
13. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
14. Do not walk behind the school bus when it is loading and unloading.
15. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 7:20 a.m.
2. Parents of walkers should advise their children not to accept rides from strangers.
3. It is best if students who are walking to school have a definite route, agreed upon by parents, and child to follow to and from school.
4. Parents should not leave their children at a school outside of school hours as the supervision of students is a priority.

VISITOR POLICY

All visitors should report to the office upon arrival. For security reasons, unidentified visitors will be asked for identification, required to use the safe school identification system and may be required to leave campus. Students should not invite guests to campus without prior authorization from the building principal. Parents/ guardians who wish to meet with a teacher, counselor, or the principal should call ahead and schedule an appointment so as not to interfere with the educational process.

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

Approved by Board the Board of Education on 7/18/22



Owasso High School Handbook

2022-2023

This handbook contains helpful information, guidelines, and procedures that correspond with state law and the Owasso School Board Policies.

SCHOOL DISTRICT MISSION STATEMENT

Our mission is to provide a safe environment that equips, educates, and empowers students on their journey toward outstanding character and success.

Table of Contents

ARRIVAL AT SCHOOL **4**
ATTENDANCE MATTERS **4**
ATTENDANCE PROCEDURES/POLICY 4
ATTENDANCE NOTIFICATION 5
ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS 5
BULLYING **6**
CAFETERIA **6**
BREAKFAST/LUNCH 6
LUNCH PAYMENTS/CHARGES 6
MY SCHOOL BUCKS 7
CANCELLATIONS **7**
CARE OF SCHOOL PROPERTY **7**
CELL-PHONES/TELECOMMUNICATION DEVICES **7**
CLOSED CAMPUS POLICY **8**
CONCURRENT ENROLLMENT
DELIVERIES **8**
DIRECTORY INFORMATION **8**
DRESS AND GROOMING POLICIES **9**
DRUGS AND ALCOHOL **9**
EMERGENCY PROCEDURES **10**
FIRE DRILL PROCEDURES 10
TORNADO DRILL PROCEDURES 10
SECURITY DRILLS 10
EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS **10**
FERPA **11**
GRADE CLASSIFICATION REQUIREMENTS **11**
GRADUATION REQUIREMENTS **11**
GUIDANCE AND COUNSELING PROGRAM **11**
HEALTH SERVICES **12**
MEDICATION 12
MENINGITIS INFORMATION 12
LIBRARY MEDIA CENTER **12**
MAKE-UP WORK **13**
MOTOR VEHICLE REGISTRATION FEES **13**
MOTOR VEHICLE REGULATIONS AND PENALTIES **14**
OPEN TRANSFERS **14**
PARENT BILL OF RIGHTS **14**
PROTECTION OF PUPIL RIGHTS (PPRA) **14**
RESIDENCY **15**
SCHEDULE CHANGES **15**
SEARCH AND SEIZURE **15**
SEXUAL HARASSMENT **16**
STUDENT DISCIPLINE POLICY **16**
DUE PROCESS AND STUDENT SUSPENSIONS 19
SHORT-TERM OUT-OF-SCHOOL SUSPENSIONS 19
LONG-TERM OUT-OF-SCHOOL SUSPENSIONS 19

STUDENT IDENTIFICATION **20**
STUDENT INTERNET USAGE AGREEMENT **20**
TARDIES **21**
TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS **21**
TOBACCO POLICY **21**
TRANSPORTATION **21**
BICYCLES 21
BUSES 21
RULES FOR BUS RIDERS 22
WALKERS AND CAR RIDERS 22
TRUANCY **22**
VISITORS **23**
WITHDRAWALS **23**

NONDISCRIMINATION

There will be no discrimination in the district because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information in its programs, services, activities and employment. The district also provides equal access to the Boy Scouts of America and other designated youth groups. The following people have been designated to handle inquiries regarding the district's non- discrimination policies * Section 504/Title II of the Americans with Disabilities Act Coordinator (for questions or complaints based on disability) * Director of Special Services Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-8021 * Title VI of the Civil Rights Act Coordinator (for questions or complaints based on race, color and national origin) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Title IX Coordinator (for questions or complaints based on sex, pregnancy, gender, gender expression or identity)

Athletic Director Owasso Public Schools 12901 E. 86th St. N., Owasso, OK 74055 918-272-1867 * Age Act Coordinator (for questions or complaints based on age) * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Any individual, who has experienced some other form of discrimination, including discrimination not listed above, may contact: * Executive Director of Elementary Student Services Assistant Superintendent of Curriculum and Instruction Owasso Public Schools 1501 N. Ash, Owasso, OK 74055 918-272-5367 * Outside Assistance may be obtained from: * U.S. Department of Education Office for Civil Rights One Petticoat Lane 1010 Walnut Street, Suite 320 Kansas City, MO 64106 (816) 268-0550 (816) 268-0599 (Fax) (877) 521-2172 (TTY) E-mail: OCR.KansasCity@ed.gov

Policy 1.22a

The goal of this handbook is to inform parents and students of school guidelines. In addition, a goal of this handbook and all school rules is to help foster fully capable, independent, young adults. We know that goal requires the support of parents, and we welcome that partnership.

ARRIVAL AT SCHOOL

Students should not arrive at school until after 7:10 a.m. The building will not be open before then. Students should report to specified areas. Classes begin at 8:00 a.m. and end at 2:45 p.m. Once at school, students may not leave campus unless checked out by a parent/guardian.

ATTENDANCE MATTERS

Encouraging regular attendance is one of the most powerful ways you can prepare your child for success in school. When school attendance is a priority, children get better grades, develop healthy life habits, avoid dangerous behaviors and have a better chance of graduating high school. When students are absent for fewer days, their grades and reading skills often improve. Students who attend school regularly also feel more connected to their community, develop important social skills and friendships, and are significantly more likely to graduate from high school, setting them up for a strong future. Regular attendance at school is required by state law and encouraged by the Owasso Public School District. Under school law, parents are responsible for their child's attendance until graduation from high school or the age of 18.

When students are absent just two days per month - even when the absences are excused - it can have a negative impact. This adds up to being absent 18 times during the year, which is considered chronically absent. Over the course of a student's school career, this is equal to 234 days, which is almost 1 ½ years of school missed.

As a parent, you can prepare your child for a lifetime of success by making regular school attendance a priority. By figuring out the reasons for your child's absences, whether they're physical or emotional, and taking advantage of support services, such as free tutoring, student mentoring, and after school activities, we can partner with you to set your child on the path to success.

ATTENDANCE PROCEDURES/POLICY

1. Anytime a student is absent from school, please call the proper attendance office each day he/she is absent: **Notes will not be accepted**.
    1. OHS Seniors: 918.272.8092
    2. OHS Juniors: 918.272.8094
    3. OHS Sophomores: 918.274.3031
    4. OHS Freshmen: 918.274.3033
2. The student must report to the attendance office, make contact with a parent to clear the absence, and receive an admit slip to class. These steps must be completed before 3:00 p.m. Consequences may be assigned for any uncleared absences. The absence is considered unexcused until parental or guardian contact is made.
3. If an absence is anticipated, please clear the absence ahead of time with the teachers and attendance office. **Parents who will be out of town and unable to contact the attendance office in case their student is absent must contact the attendance office before leaving town and**

designate the person/persons responsible for clearing their student's absence while they are unavailable.

4. There are two types of absences: excused and unexcused. School work missed because of an **excused** absence is to be made up by the student. It is the responsibility of the student to check with the teachers to see what work was missed and when it is due. A student going on a field trip or activity trip must check before the trip with his/her teachers for his/her assignments. The student will receive full credit for the make-up work when it is turned in, on or before the specified time. For excused absence a student will receive a day for every day out. For a school activity, work is due on the due date or immediately upon return. When a student receives a truancy, there is to be no make-up work.
5. In the event of absences occurring due to a chronic or recurring illness, documentation by the student's doctor indicating the nature of the chronic or recurring condition is required, per policy 5.03
6. Anytime a student leaves campus after 8:00 a.m., he/she must check out through the attendance office. If a student leaves campus without checking out, he/she will be considered truant.
7. Anytime a student arrives after 8:00 a.m., he/she must check in with the attendance office. Failure to do this will result in a disciplinary action.
8. Anytime a student arrives for first period after 8:10 a.m., it will be counted as an absence for first hour.
9. Seniors and Juniors may use two days per semester to visit a college or armed service as a school activity. An official letter must be turned into the attendance office the day the student returns to school.
10. A student who does not have a parking permit must be signed out by a parent or guardian.
11. If a student is checked out during 4th hour, lunch is a part of 4th hour, he/she will receive an absence for 4th hour.
12. **The maximum number of days that a student may be absent and still receive credit for the semester is nine.** The maximum includes **BOTH** excused and unexcused absences. It does not include student activities. . Re-enrollment will be required if the student returns to the district.

ATTENDANCE NOTIFICATION

- As student absences accrue, a notification will be sent to inform parents of ~~the importance of the student being in attendance along with~~ the number of absences per class period.
- On the tenth absence in a class, the student will lose credit in that class. A letter will be mailed home stating that the student has lost credit, due to attendance.
- If a student does lose credit, due to attendance, the parents/guardians may submit an appeal to an assistant principal, within 5 days after the last day of the semester. A decision will be made by the attendance appeals committee regarding the outstanding circumstances and determine if credit will be given for any/all classes.

ATTENDANCE INCENTIVE – SEMESTER TEST EXEMPTIONS

Classes for high school credit may require a semester test worth up to, but no more than 15% of the course grade. All students are required to take each of their semester finals in the fall semester. Students may exempt Spring semester finals if they meet the following **FULL** year requirements.

1. 10 absences for the full year and a 85% or above in both semesters of the class

The only type of absence that does not count against exemptions is the Student Activity (SA) and College Visit (CV) absences. Students who are exempt are not required to come to school during the hour of that final.

BULLYING

Bullying is any pattern of harassment, intimidation, threatening behavior, physical acts, verbal or electronic communication directed towards a student or group of students that results in or is reasonably perceived as being done with the intent to cause negative educational or physical results for the targeted individual or group and is communicated in such a way as to disrupt or interfere with the school's educational mission or the education of any student. Owasso Public Schools strives to ensure a safe environment for every student. If you have witnessed or received a report of a bullying situation, please provide information to an administrator, teacher, or counselor so the school and district can take appropriate action. Students may make a report and all information will be confidential. You have the right to submit the report anonymously. Please refer to the Owasso Public Schools Board of Education Policy link for more information on Bullying. POLICY 5.13, 5.45

CAFETERIA

BREAKFAST/LUNCH

1. A hot breakfast and lunch program is provided in the cafeteria for the benefit and convenience of both the student and parent.
2. Students may bring their breakfast or lunch, but they will be required to eat in the cafeteria.
3. Breakfast/Lunch times vary by site.

LUNCH PAYMENTS/CHARGES

Students should have funds in their accounts before they attempt to purchase a meal or a la carte items on their account. Occasionally, a student may need to "charge" a breakfast or lunch on account; this means the student's account is placed in the negative in order to allow for the meal, a la carte items are not allowed to be charged. Students are only allowed to do this until their account reaches a negative balance of ten dollars (-$10.00) before money is required to be deposited to pay off the charges and provide for more meals. If a student has reached a balance of negative ten dollars (-$10.00), and still does not have money to pay for lunch, he or she will be asked to call home to make arrangements for lunch. Once a student reaches the maximum negative balance an alternative meal of a Cheese Sandwich, Fruit, and Milk will be provided for lunch and Toast and fruit juice will be provided for breakfast. Please call your cafeteria manager or the child nutrition offices if you find you are in a difficult situation; they may be able to work with you. Should your child have outstanding charges on the date they are approved for free or reduced price meals, you are still responsible for paying off those charges. Low balance notices are sent home with the students at least twice a week. All parents/guardians are encouraged to complete a free/reduced meal application. If you should need one during the school year, forms are available online and at the school offices.

MY SCHOOL BUCKS

For your convenience, you may pay with a credit/debit card using the My School Bucks application to load money on your child's account. My School Bucks application information can be found on the

Owasso Public Schools website. If you have questions or need further assistance, please call the Child Nutrition Department at (918)272-8034.

CANCELLATIONS

Announcements about school cancellations will be shared via the district's social media and will be broadcast on local radio and television stations.

CARE OF SCHOOL PROPERTY

It is essential that a wholesome respect for public property be fostered. Students who damage or destroy school property shall be required to make complete restitution. Other disciplinary action may be taken to ensure school facilities are appropriately maintained.

CELL-PHONES/TELECOMMUNICATION DEVICES

The School District desires to provide a learning environment that is free from distraction. It is the student's responsibility to ensure that all electronic devices are not in use during class hours, unless directed by the teacher to use them for educational purposes. Any and all electronic devices, including but not limited to cell phones, smart phones, tablets, laptops, MP3 players, or any other type of mobile electronic device, have a reduced expectation of privacy once they enter any school zone and may be subject to confiscation and/or search should a school violation be suspected. Possession and/or use of any personal electronic device is a privilege, not a right, that is extended to the student, which, at the discretion of the school, may be revoked should circumstances warrant and disciplinary consequences may occur. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on cell phones and mobile devices. POLICY 1.76 , 5.31

CLOSED CAMPUS POLICY

The campus at Owasso High School will be closed from the time a student arrives on campus until the end of the school day. **The parking lot will be off-limits to students during this time.** There are seven reasons for a student to be in the school parking lot during the day. Those reasons include:

1. **Students Arriving Late to School.** These students will report directly to the attendance office to check in. They will receive an admit and proceed to class.
2. **Students With an Early Dismissal.** These students must have an early dismissal pass signed by the attendance office.
3. **Students Arriving from Morning Tech.** These students must have their Tulsa Technology Center ID.
4. **Students Leaving for Afternoon Tech.** These students must have their Tulsa Technology Center ID.
5. **Students Involved in Sixth Hour Athletics.** These students may leave campus to report to their practice areas. If the practice area is on the HS campus students are not allowed to move their vehicles.
6. **Students Involved in Concurrent Enrollment.** These students may arrive late or leave early due to their concurrent schedule.
7. **Students Involved in Career Connections Program (Internship).** These students may arrive late or leave early due to their internship schedules.

Any other student in the parking lot during the school day will be in violation of the Closed Campus Policy. Whether the student has actually left the campus or not is irrelevant. Violation of this rule will be documented and disciplined.

CONCURRENT ENROLLMENT

Students interested in earning college credit while in high school should visit with the OHS college and career counselor.

DELIVERIES

Deliveries of items to students by parents/guardians can be brought to the main office with students either being called down to the office or items being delivered to students. Parents/guardians may be asked for their ID to confirm their relationship with the student. Students will not be allowed to have food and/or drink items delivered to the school by third party vendors.

DIRECTORY INFORMATION

The school district proposes to designate the following personally identifiable information contained in a student's education record as "directory information":

- Student's Name
- Photograph
- Athletic Information, including height and weight
- Grade Level (i.e., first grade, tenth grade, etc.)
- Participation in officially recognized activities and sports
- Degrees, Honors, & Awards received

Within the first three weeks of each school year, the school district will publish the above list of directory information it proposes to designate as directory information for the school year. For students enrolling after the notice is published, the list will be given to the student's parent or the eligible student at the time and place of enrollment. Parents or eligible students have two weeks following this publication or notice to advise the school district in writing (a letter to the school superintendent's office) of any or all of the items they refuse to permit the district to designate as directory information about their student. POLICY 5.28

DRESS AND GROOMING POLICIES

The school policies are the result of the cooperative effort of the school board and the administration. It is understandable that criteria be established to prohibit extreme styles and designs in clothing which might disrupt the education process or endanger the health and safety of pupils. The following dress and grooming policy applies at school, while on school vehicles, or going to or from or attending school events.

1. Students will not wear clothing or accessories that display pictures, lettering, or numbering that is profane, vulgar, repulsive, obscene, or that advertises or promotes dangerous weapons, tobacco, alcoholic beverages, low-point beer, drugs, drug related items, or paraphernalia.

2. Midriffs, halter tops, backless dresses, and sleeveless garments resembling tank tops are not permitted. Clothing should not expose or display undergarments.
3. ~~Shorts, skirts, dresses, and holes in pants must be at or below fingertip level.~~ Shorts, skirts, dresses, and holes in pants should cover down to the upper to mid-thighs and should not expose undergarments.
4. All students are required to wear shoes.
5. Students will not wear hats, caps, stocking caps, or hoodies covering the head while in the building. No exceptions except for medical reasons.
6. Facial and body piercings that disrupt the educational process or endanger the health and safety of students will not be permitted.

The dress and grooming policy applies to all school activities. The staff and administration believe that good grooming, cleanliness and neatness are important for a good learning environment. Those who wear clothes that do not conform to the guidelines will not return to class until proper attire is attained and discipline may be assigned as deemed appropriate by administration.. The assistant principal and principal will have total authority in interpreting the dress code to all students. If there are situations that arise that are not specifically covered in this code, the administrator in charge will interpret the situation in light of the basic intent of this policy, and that ruling will be final until such time that the policy is revised or changed to cover that situation.

DRUGS AND ALCOHOL

Use of illicit drugs and unlawful possession and use of alcohol is wrong and harmful. A drug detection dog is used randomly on campus. Students are prohibited from using, being under the influence of, possessing, furnishing, distributing, selling, conspiring to sell or possess or being in the chain of sale or distribution of alcoholic beverages, non-intoxication alcoholic beverages (as defined by Oklahoma law, i.e., 3.2 beer), illegal or illicit drugs (any amount), or other synthetic products used as mood-altering substances at school, while on school vehicles or at any school-sponsored event. "Illicit drugs" include steroids, prescription and over-the-counter medications, marijuana, THC, and cannabis when they are not used in compliance with the prescription or directions for use and are not being used to treat a current health condition of the student. "Mood-altering substances" include paint, glue, aerosol sprays, and similar substances. Violation of this rule will result in disciplinary measures, which may include suspension and/or change of placement for the remainder of the current semester and the following semester. The length of a student suspension and/or change of placement for violation of this rule may be shortened in some cases at the discretion of the building principal provided that:

a. The student completes the school drug and alcohol education program counseling and
b. The student is in good academic standing

Students in violation of this rule which also constitutes illegal conduct will be reported to law enforcement authorities. Drug testing policies and procedures are available in the nurse's office or online at the school's website. Information for students and their parents about drug and alcohol counseling and rehabilitation and reentry programs in this geographic area is available from the principal at each student's school.

EMERGENCY PROCEDURES

FIRE DRILL PROCEDURES

- Each building is equipped with its own fire alarm signal and procedure.
- Students will know and use the proper exit from anywhere in the school building.
- Students will evacuate the building upon direction.
- Teachers will check rolls once clear of danger.
- Fire Drills are practiced on a regular basis.

TORNADO DRILL PROCEDURES

- Each building is equipped with its own tornado alarm signal and procedure.
- Students will 'duck and cover' in areas designated by the building principal.
- Tornado Drills are practiced on a regular basis.

SECURITY DRILLS

- Security drills are practiced on a regular basis.
    a. lockdown drills - security threat inside the building
    b. lockout drills - security threat outside the building

In the event of an emergency, parents or guardians are encouraged NOT to initially respond to the school during a crisis. This will allow city and school officials to assess the situation and activate the school's crisis plan. Should there be an emergency (national, local or school), **parents are asked to:**

- Cooperate with safety and school officials.
- Wait for notification of how and when to respond. This notification will come via the Owasso Public School's communication tools and local media. ***It is imperative that you refrain from using cell phones to contact your student as the overload will impair emergency personnel from performing their duties.***

EXTRACURRICULAR ACTIVITIES, CLUBS AND ORGANIZATIONS

Clubs and other organizations are offered on a voluntary basis. Wholehearted participation in these activities is encouraged. **In order to attend practice or participate in an extracurricular activity, a student must be in attendance three hours on the day of the activity. Failure to be in attendance will result in the student being withheld from the activity.** Students participating in school activities are subject to eligibility rules. **A student who is ineligible shall not be allowed to miss school or be approved to participate in any school activity, during the school day or after the school day.** Academics come first; passing grades take priority. In the instance where the school activity is a part of a performance-based class where participation in the activity is required for a grade, an alternative assignment may be used as a substitute for the missed school activity. Academic eligibility will be monitored on a weekly basis per Oklahoma Secondary School Activities Association guidelines. All students participating in Oklahoma Secondary Schools Athletic Association (OSSAA) sanctioned activities are subject to all residency requirements. For complete details of these requirements and guidelines, go to: www.ossaa.com. All clubs are required to maintain a charter or constitution and to function in accordance with its guidelines. A student appealing a teacher's/sponsor's/coach's decision cannot participate in extracurricular activities until the appeal process has been completed. All students involved in competitive extracurricular activities will be subject to random drug testing-5.27.
Parents must submit a signed consent form **before** participation. Students are not allowed to participate until the signed consent form is submitted. A list of organizations is provided on the OPS website.

FERPA

The Board of Education intends to comply with the Family Educational Rights and Privacy Act (FERPA). Questions regarding the district policy and FERPA may be directed to the principal at the school site or the Owasso Public School Education Service Center at 1501 N. Ash, 918-272-5367. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on student Records. POLICY 5.28

GRADE CLASSIFICATION REQUIREMENTS

To be classified as a sophomore, a student must have earned a minimum of 4.5 units of credit at the beginning of the school year. To be classified as a junior, a student must have earned a minimum of 9.0 units at the beginning of the school year. To be classified as a senior, a student must have earned a minimum of 16.0 units at the beginning of the school year. See Course Guide

GRADUATION REQUIREMENTS

A total of twenty-three units of credit must be earned during the four years of high school. Senate Bill 1792 passed by the Oklahoma Legislature and effective July 1, 2006 requires all students to be automatically enrolled in the college preparatory graduation plan unless another plan is requested by a parent/guardian. Selection of the Core Curriculum Plan requires a signed notice from a parent/guardian. The specific requirements for the graduation plans are listed in the secondary course guide located on the Owasso High School webpage. Students must meet all graduation requirements as set forth by the State Department of Education in order to obtain an Owasso High School diploma. Students must be within one credit of meeting their graduation requirements in order to participate in commencement exercises.

GUIDANCE AND COUNSELING PROGRAM

The high school guidance and counseling offices are available to support students in the areas of academic, career, social and personal issues. Students should sign up in the counseling office to see a counselor. The counselor will send for the student during the day as soon as possible. Crisis situations will be addressed immediately. Students, parents and teachers are encouraged to refer individual students to the counseling staff when they have a concern about the well-being of a particular student. Referrals for outside resources are made on an informal basis and are optional for students or parents. Small group counseling is utilized to address academic issues within the classroom. Mediation is available to high school students who are experiencing conflict with another student that has not reached a level requiring disciplinary action. Referrals to local resources are available for pregnant/parenting teens to provide health education regarding maternal/child needs. Tobacco education and group counseling is available for students who have expressed concerns regarding substance use issues. Conflict resolution training is available to high school students who have violated Owasso High School's policy regarding threatening behavior and/or bullying for the first time.

HEALTH SERVICES

The Health Services Department serves our students and schools in a variety of areas. Please see the health services page on our district website for specific information regarding:

- COVID
- Flu
- Immunizations
- Lice
- Meningitis
- MRSA
- Pink Eye

MEDICATION

Except for provisions allowed in the district Medication Administration Policy, **students may not retain possession of or self-administer any medication.** Student's requiring medication at school must report to the School Nurse for appropriate paperwork and storage of medication. **Narcotic medication will not be stored or administered at school by school personnel.** The Medication Administration Policy is available in the Nurse's office and on the school website. **Violation of this policy may result in discipline, including out of school suspension.** POLICY 5.01

MENINGITIS INFORMATION

Meningococcal (men-IN-jo-kok-ul) disease is a rare but sometimes fatal disease caused by a bacterium called Neisseria meningitis. The disease causes either meningitis, severe swelling of the brain and spinal cord or meningococcemia, a serious infection of the blood. Vaccines can prevent many types of meningococcal disease, but not all types. This vaccine is not required to attend kindergarten through the 12th grade in Oklahoma. However, it is required for students who are enrolling in colleges and other schools after high school who will live in dormitories or on-campus student housing. For more information, contact your healthcare provider, local county health department or visit the National Meningitis Association website at www.nmaus.org. Please refer to the following Owasso Public School website link for more information about Meningitis. OPS Health Services/Meningitis

LIBRARY MEDIA CENTER

The mission for Owasso Libraries is to provide an opportunity for students and staff to become effective users of ideas and information, to encourage the enjoyment of reading, and to promote life-long learning.

The OHS Library Media Centers have a comprehensive online card catalog, the internet, online subscriptions, periodicals, and a collection of thousands of books.

- The OHS East and OHS West Library Media Centers are open Monday through Friday from 7:40 a.m. until 3:00 p.m. You are welcome to use the library for study groups, individual study, to read, or to browse the various sections in the library.
- You must have your current ID to check books out from the library.
- Books are checked out for a two-week time period. Students may renew books, if they have the book(s) with them, unless a reserve has been placed on the books. Reference books are not checked out.

MAKE-UP WORK

There are two types of absences: excused and unexcused. School work missed because of an **excused** absence is to be made up by the student. It is the responsibility of the student to check with the teachers to see what work was missed and when it is due. A student going on a field trip, an activity trip, or vacation must check before the trip with his/her teachers for his/her assignments. The student will receive up to full credit for the make-up work when it is turned in, on or before the specified time. For excused absence a student will receive a day for every day out. For a school activity, work is due on the due date or immediately upon return. When a student receives a truancy, there is to be no make-up work.

MOTOR VEHICLE REGISTRATION FEES

Motor vehicle registration fees support the cost of security and maintenance of the parking lots and drives. For the security and well-being of our students and staff, vehicles driven to school must be registered and display the appropriate permit on the rear view mirror.
Parking Permit Fee: $25

Parking in a No-Parking Zone, Teacher Designated Parking, Handicapped Zone
$20 fine

Improper/Reckless Driving
$20 (improper) $30 (reckless) fine

No Parking Permit
$20 fine plus permit fee, if applicable

- Students must make arrangements for paying fines with the grade-level principal. Failure to do so may result in the loss of driving privileges for a specified time period or other disciplinary action.
- Students who acquire four tickets in a year will lose their driving privileges for a specified period of time.
- Parking is a privilege and any unsafe operation or violation may result in revocation of parking privileges.
- Multiple offenses can but are not limited to vehicles being towed and parking privileges being revoked.

MOTOR VEHICLE REGULATIONS AND PENALTIES

1. All motor vehicles driven to school by students must be properly registered.
2. All students must obey the 10 MPH campus speed limit and Oklahoma traffic laws when operating a motor vehicle on campus.
3. Vehicles are to be operated in a safe and responsible manner at all times.
4. Student vehicles are to be parked in student-designated areas. Staff parking spaces are numbered, and students may not park there. All bus loops and entrances must be kept clear for buses and/or emergency vehicles.

5. In an effort to secure student vehicles, students are not permitted in the parking lots during class period or between classes. Students who go to the lots without an authorized pass to do so will be subject to disciplinary action. Please see the information above in regard to the Closed Campus Policy.
6. Any student(s) involved in an accident or who has had his/her vehicle tampered with or vandalized should notify their assistant principal's office immediately. School Resource Officers may be utilized to help in these situations.
7. School Resource Officers may be enlisted to help monitor appropriate parking lot behavior.
8. Parking permits must be placed on the rear view mirror for visibility purposes.

OPEN TRANSFERS

A request for a transfer into this district initiated by or on behalf of a nonresident student will be approved or denied in accordance with district policy. Priority for space and resources is assigned to resident students and the children of Owasso Public Schools staff. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on open transfers. POLICY 5.20

PARENT BILL OF RIGHTS

Owasso Public Schools is in compliance with the Parents' Bill of Rights. Additional information is available for parents in the school policy manual on this subject. Parents may submit written requests to obtain the specific information listed in the Parents' Bill of Rights law during regular school business hours by contacting the building principal or the superintendent.
25 O.S. Section 2001
Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Parents Bill of Rights POLICY 1.69

PROTECTION OF PUPIL RIGHTS (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes and certain physical exams. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Protection of Pupil Rights Amendment. POLICY 1.38
Parents who believe their rights have been violated may file a complaint with:
Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SWWashington, D.C. 20202-5920
1-800-872-5327

RESIDENCY

Oklahoma law provides a definition of "residence" for children attending school at 70 O.S. Section 1-113. If a child is between the ages of five and twenty-one, they are entitled to attend school free of charge in the district of residence. State law provides that a child's residence for school purposes is the school district in which the (1) parents, (2) guardian or (3) person having legal custody of the child holds legal residence. Children may also establish residency if their attorney-in-fact is a resident of the district.

Owasso Public Schools does not permit students to establish residency based on the affidavit of a person who has assumed permanent care and custody of the child under Okla. Stat. tit. 70 O.S. Section 1-113. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on residency POLICY 5.23

SCHEDULE CHANGES

Circumstances which may warrant a schedule change are as follows:

1. Academic Misplacement
2. Schedule error
3. Adjustment to meet graduation, Oklahoma Promise or NCAA requirements
4. Completion of 1st semester activity (e.g. athletics, marching band)
5. Concurrent enrollment in a college course
6. If a student drops an AP course, they will only enroll in a concurrent or virtual course

Applications for a requested schedule change may be obtained from a Counselor and must be completed within the first ten school days . Criteria for approval or disapproval of a schedule change may include:

1. Academic record
2. Graduation plan
3. Administration Approval
4. Parent conference
5. Availability in a core course

SEARCH AND SEIZURE

The superintendent, principal, teacher, or security personnel of Owasso Public Schools, upon reasonable suspicion, shall have the authority to detain and search or authorize the search, of any pupil or property in the possession of the pupil when said pupil is on any school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school, for dangerous weapons, controlled dangerous substances, as defined in the Uniform Controlled Dangerous Substances Act, intoxicating beverages, low-point beer, as defined by Section 163.2 of Title 37 of the Oklahoma Statutes, or for missing or stolen property if said property be reasonably suspected to have been taken from a pupil, a school employee or the school during school activities. The search shall be conducted by a person of the same sex as the person being searched and shall be witnessed by at least one other authorized person, said person to be of the same sex if practicable. Students have no reasonable expectation of privacy rights in the contents of school lockers, desks, and other school property. Students who drive a vehicle onto school property do so as a privilege afforded them by the School District and not as a right. Accordingly, any student who drives a vehicle of any kind to school and parks that vehicle on school property is deemed to authorize a search of the vehicle by the superintendent, principal, teacher, or security personnel at any time and for any reason deemed appropriate by the school principal or the Superintendent of Schools. Any student who refuses to peaceably submit his/her vehicle to a search when requested to do so may be suspended out of school and/or Change of Placement for such refusal. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on search and seizures. POLICY 5.19, 5.29

SEXUAL HARASSMENT

All students, employees, and Board members are strictly prohibited from engaging in any form of sexual harassment of any student, employee, and applicant for employment, vendor representative, or patron of the School District. In the case of a student of the School District, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other unwelcome verbal or physical conduct of a sexual nature by any person towards a student. Any student engaging in sexual harassment is subject to any and all disciplinary action which may be imposed under the School District's Policy on Student Behavior. Any employee or student who is or has been subjected to sexual harassment or knows of any student or employee who is or has been subjected to sexual harassment shall immediately report all such incidents to either the superintendent, assistant superintendent, principal, assistant principal, or any Board member of the School District. If a report of an incident needs to be made after normal school hours, the above-listed individuals may be contacted at home. It is preferred that all such reports be made in person or in writing signed by the reporting party. However, in order to encourage full, complete, and immediate reporting of such prohibited activities, any person may report such incidents in writing and anonymously by mailing such reports to the personal attention of any of the above-designated persons. All such reports should state the name of the alleged harassing student, employee, or Board member, the person(s) being harassed, the nature, contacts and extent of the prohibited activity, the dates of the prohibited activity, and any other information necessary to a full report and investigation of the matter. The School District will investigate all reports.

STUDENT DISCIPLINE POLICY

One of the most important phases of a person's educational development is that of learning proper behavior, cooperation, respect, and self-discipline. Without these characteristics, it is difficult for a person to maintain the proper attitude to develop intellectually. It is the school's responsibility as a part of the total educational process to assist the student in the development of self-discipline.

The following discipline methods may be assigned by the principal or assistant principal for a student that engages in any of the behaviors listed under the Discipline Code section while at school, while on school vehicles, or going to or from or attending school events:

1. **Counseling**- May involve the classroom teacher, counselor, or administrator.
2. **Removal from class (non-appealable)** – Students will be allowed to come to school, but will be isolated from certain class periods.
3. **Detention (non-appealable)** – Students will be required to study, complete assignments, or do other school work during detention.
4. **School Service (non-appealable)**- School service may be used in lieu of other normally assigned disciplinary actions. Service opportunities may include, but are not limited to cleaning cafeteria tables, grounds beautification, general cleaning, etc.
5. **Alternative In-School Placement (non-appealable)**- Students will be allowed to come to school, but will be isolated or restricted from the main flow of daily routine. School administrators will decide how many days of in-school placement a student serves based on the severity of the offense. In school placement stays will be communicated to the parent or guardian by the school administrator.

6. **<u>Out of School Suspension</u> (appealable)-**Students may be suspended out of school as a result of a major offense, multiple offenses, or repeated offenses. Length of short-term suspensions may include 1-10 school days. Length of long-term suspensions will be 11 days or more, up to or including one calendar year for long-term based on the level of offense(s).
7. **<u>Change of Placement</u> (non-appealable) –** Students may receive a change of placement to an alternative educational setting in lieu of an out-of-school suspension lasting more than 10 days or up to one calendar year for long-term based on the level of offense(s).

DISCIPLINE CODE

The principal or assistant principal shall have the authority to assign any of the above disciplinary options to any student who engages in the following behavior at school, on school grounds, while on school vehicles, or going to or from, or attending school events:

1. Arson
2. Altering or attempting to alter another individual's food or beverage
3. Assault (whether physical or verbal) and/or battery
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information by making, transmitting, causing, allowing to be transmitted, broadcasting, publishing, distributing, causing, or allowing to be broadcast, published or distributed, any message, material, telephonic, computerized or electronic message.
5. Cheating - violations of OHS Academic Honesty Policy
6. Conduct that threatens or jeopardizes the safety of others
7. Cutting class or sleeping, eating or refusing to work in class
8. Disruption of the educational process or operation of the school
9. Extortion
10. Failure to attend assigned detention, alternative school, or other disciplinary assignment without approval
11. Failure to comply with state immunization records
12. False reports or false calls
13. Fighting
14. Forgery, fraud, or embezzlement
15. Gambling
16. Gang related activity or action
17. Harassment, intimidation, or bullying, including gestures, written or verbal expression, electronic communication or physical acts
18. Hazing's (whether involving initiations or not) in connection with any school activity, regardless of location
19. Immorality
20. Inappropriate attire, including violation of dress code
21. Inappropriate behavior or gestures
22. Indecent exposure
23. Intimidation or harassment because, of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information, including but not limited to: (a) assault and battery; (b) damage,

destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b)

24. Obscene language
25. Physical or verbal abuse
26. Plagiarism-violations of OHS Academic Honesty Policy
27. Possession or distribution of a caustic substance
28. Possessing, distributing or viewing obscene materials, including electronic possession, distribution or viewing (sexting)
29. Possession, without prior authorization, of a wireless telecommunication device
30. Possession, threat or use of a dangerous weapon, replica weapons, toy guns/facsimile and related instrumentalities (i.e., bullets, shells, gun powder, pellets, etc.)
31. Possession, use, manufacture, distribution, sale, purchase, conspiracy to sell, distribute or possess or being in the chain of sale or distribution, or being under the influence of (a) alcoholic beverages, low-point beer (as defined by Oklahoma law, i.e., 3.2 beer), (b) any mind altering substance, except for medications taken for legitimate medical purposes pursuant to district policy, including but not limited to prescription medications for which the individual does not have a prescription, or medications used outside their intended, therapeutic purpose, (c) paint, glue, aerosol sprays, salts, incense and other substances which may be used as an intoxicating substance, or (d) any substance believed or represented to be a prohibited substance, regardless of its actual content.
32. Possession of illegal and/or drug related paraphernalia
33. Possession or claimed possession of prescription and/or non-prescription medicine while at school and school related functions without prior district approval
34. Profanity
35. Purchasing, selling and/or attempting to purchase or sell prescription and nonprescription medicine while at school and school related functions.
36. Sexual or other harassment of individuals including, but not limited to, students, school employees, volunteers
37. Theft
38. Threatening behavior, including but not limited to gestures, written, verbal, or physical acts, or electronic communications
39. Truancy
40. Use, possession, distribution or selling tobacco or tobacco related products in any form, including but not limited to cigarettes, cigars, loose tobacco, rolling papers, chewing, tobacco, snuff, matches, lighters, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and any cartridge, container or product designed to be used in conjunction with these delivery systems, regardless of the nicotine content of the product.
41. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, a school employee or the school
42. Using racial, religious, ethnic, sexual, gender or disability-related epithets
43. Vandalism
44. Violation of board of education policies, rules or regulations or violation of school rules and regulations including, but not limited to, disrespect, lingering or in restrooms, running in halls, bringing unauthorized items to school, inappropriate or unauthorized use of cellular phones or other electronic media, name calling, destroying or defacing school property
45. Vulgarity

46. Willful damage to school property
47. Willful disobedience of a directive of any school official

In addition, conduct occurring outside of the normal school day or off school property that has a direct and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action. Examples of immediate negative effects include, but are not limited to, electronic communication, negative reaction by the victim, overt face to face confrontations at school or school events, etc. Students found in violation of any of the above may receive disciplinary action. Any student who is determined to have brought a firearm on school grounds under the jurisdiction of the School District shall be suspended out of school for a period of not less than one calendar year. **Participation in the school's extracurricular activities is a privilege, not a right**. When a student's behavior results in an out-of-school suspension, Change of Placement (COP), or In-School Placement (ISP), the student immediately (notwithstanding the filing of an appeal) forfeits the privilege of participating in all extracurricular activities of the school. In addition, when the principal determines to impose alternative in-school placement or other correctional measures against a student, the student will not be permitted to participate in any extracurricular activities offered by the school during the term of the discipline unless, in the sole judgment of the principal, such participation is appropriate given the nature of the student's offense.

DUE PROCESS AND STUDENT SUSPENSIONS

Alternative in-school placement, detention, and similar disciplinary options or correctional measures are not considered by law to be out-of-school suspension and do not require or involve due process procedures.

SHORT-TERM OUT-OF-SCHOOL SUSPENSIONS (10 or Fewer School Days)

A short-term out-of-school suspension may be appealed to a committee composed of administrators and/or teachers. An appeal to a committee can be requested by letter to the school principal, which must be received within five (5) calendar days after the principal's out-of-school suspension decision is received by the student or his/her parent. The out-of-school suspension decision will become final and non-appealable if a request is not timely submitted. The decision of the committee shall be final and non-appealable.

LONG-TERM OUT-OF-SCHOOL SUSPENSIONS (In Excess of 10 School Days)

Method of Appeal to the Superintendent of Schools or his/her

Designee: An appeal can be presented by letter to the Superintendent. If no appeal is received within five (5) calendar days after the principal's decision is received by the parent or student, the principal's out-of-school suspension decision will be final and not appealable. The Superintendent or his/her designee should hold a conference with the parent or guardian as soon as possible after receipt of the appeal. The conference will be held during regular school hours, Monday through Friday, with consideration given to the hours of working parents whenever possible. At the conference, the Superintendent or his/her designee will read the policy, rule, or regulation the student is charged with having violated and will briefly outline the conduct on the part of the student. The parent should be asked by the Superintendent or his/her designee if he/she understands the rule and the charges against the student. At the conclusion of the conference, the Superintendent or his/her designee will state whether he/she will terminate or modify the out-of-school suspension. In all cases the parent will be advised of his/her right to have the suspension reviewed by the Board of Education.

Method of Appeal to the Board of Education: An appeal can be requested by letter to the Assistant Superintendent of Schools or the Clerk of the Board of Education. If no appeal is received within five (5) days after the decision of the Superintendent or his/her designee is received by the parent or student, the decision of the Superintendent or his/her designee will be final and not appealable. The Board will hear the appeal as soon as possible. The Board's decision is final and not appealable. The parent and student will be notified in writing of the date, time, and place of the hearing. The parent and student will have the right to an "open" or "closed" hearing, at their option. Reasonable efforts will be made to accommodate the work schedule of parents. Please refer to the following Owasso Public Schools Board of Education Policy links for more information on Student suspension and appeals process. POLICY 5.26, 5.57

STUDENT IDENTIFICATION

Students must, upon request, identify themselves to any school personnel, and may be asked to provide their ID card. ID cards are not to be covered with pins, stickers, pictures or other objects, nor should they be altered in any way. Lost IDs will be replaced at a cost of $5.

STUDENT INTERNET USAGE AGREEMENT

As a part of the resources available to students, the district provides internet access at each school site. The district intends for this resource to be used for educational purposes and not to be used for conduct which is harmful. Any individual using district resources to engage in electronic or digital communications has no expectation of privacy. Furthermore, students must be cognizant of the fact that electronic or digital communications which occur on private equipment are often permanently available and may be available to school administrators. It is presumed users will comply with district standards and will honor the district's policies, rules and regulations. Regarding school internet and computer, electronic, or digital usage, the following are not permitted.

- Displaying or sharing offensive messages, pictures, or site addresses
- Damaging computers, computer systems, computer networks or computer services
- Violating copyright laws
- Downloading, uploading, or distributing software
- Using obscene language
- Harassing, attacking or insulting others
- Cyberbullying

For more information please see the Owasso Public School Student Technology Use Agreement.

Please refer to the following Owasso Public Schools Board of Education Policy link for more information on Electronic and Digital communication. POLICY 1.76

TARDIES

Definition of Tardy: A student is tardy if not in the classroom when the tardy bell rings. A student who is more than ten (10) minutes late for any period may receive a truancy code for class that day.
All students must check in at the appropriate attendance office for any first period tardy.

Procedure for Tardies:
1st and 2nd tardy verbal warning
3rd and 4th tardy parent contact by teacher, detention assigned
5th tardy detention assigned, admin referral
6th or more admin referral, additional consequences

TEXTBOOKS/LIBRARY BOOKS/CHROMEBOOKS

Students are responsible for the textbooks and chromebooks issued to them**.** Each student will be expected to pay for any textbooks or chromebooks lost or damaged. The fee for damages varies depending upon the severity of damage. Lost or damaged textbooks, library books, and chromebooks will be assessed at replacement value. Parents will be notified by school staff when materials are lost or damage occurs that results in an expense to parents.

The Student Technology Insurance Program has been established to provide parents the opportunity to purchase insurance for 1:1 student technology devices. The insurance program is voluntary, but families are highly encouraged to participate.

TOBACCO POLICY

Students are not allowed to use tobacco or be in possession of tobacco in school buildings, school vehicles, including buses, or on the school campus. Possession of tobacco will be defined as any form of tobacco being on a student's person or in his/her purse, locker, gym bag, or vehicle. Electronic cigarettes and/or vaping products/paraphernalia (including chargers) are not allowed. Violation of this policy will result in disciplinary action.

TRANSPORTATION

BICYCLES

The parent should consider the following recommendations:

1. The bicycle should be in good repair and meet all safety standards.
2. The rider should know and observe all traffic laws.
3. Bicycles are to be parked at the bicycle rack upon arriving at school and not ridden again until school is dismissed.
4. The school will not be held responsible for stolen bikes. **We strongly recommend padlocks on bicycles.**
5. Students are to walk their bicycles at all times while on school grounds.

BUSES

Transportation in district-owned buses is furnished to students who reside one and one-half miles or more from the school. All buses used by the Owasso Schools meet the requirements of the State Board of Education and operate in compliance with their regulations. All students are expected to regard the bus as a classroom and conduct themselves appropriately. Safety is stressed at all times.

The driver of the bus is a school official and has the same authority as a classroom teacher over the students in his/her care. After a student gets on the bus, he/she is under the supervision of the bus driver and is expected to help him maintain discipline in order to prevent serious accidents. The driver has authority and is expected to look after the welfare of all students under his/her care. Any student may be removed from the bus that persists in disobeying regulations. After getting on the bus, no student is to depart from the bus until it reaches school in the morning or arrives at the designated place for him/her to leave the bus in the evening, except by special permission from the driver. **A note signed and dated by the parents would be necessary for permission to be given for the student to ride a different bus than normal.**

RULES FOR BUS RIDERS

1. Bring a note signed by your parent if you are to do anything other than ride your usual bus. The note is due the day of the change**. An unexpected change in afternoon plans must be called in before 1:45 p.m.**
2. Use a safe route in walking to and from the bus stop. Walk facing traffic, if at all possible.
3. Be on time at school bus stops. Avoid having to run to catch the bus or having the school bus wait for you.
4. Always use the handrail when getting on or off the school bus.
5. Be seated immediately.
6. Keep the aisle clear.
7. Keep all parts of your body inside the bus at all times.
8. Do not throw things out of the school bus windows.
9. Do not eat or drink while on the school bus.
10. Do not be loud or boisterous.
11. Absolutely no distracting behavior is allowed on the school bus.
12. Complete silence at railroad crossings is needed.
13. When unloading to cross the street, always walk to the front of the bus and wait for the driver to motion you across the street.
14. Do not walk behind the school bus when it is loading and unloading.
15. Do not open or close the school bus doors.

WALKERS AND CAR RIDERS

1. Walkers and car riders should NOT arrive before 7:10 a.m.
2. Parents of walkers should advise their children not to accept rides from strangers.
3. It is best if students who are walking to school have a definite route, agreed upon by parents and child to follow to and from school.
4. Parents should not leave their children at a school outside of school hours as the supervision of students is a priority.

TRUANCY

A truancy occurs when a student is absent without parents' knowledge or approval, or a student is not in his/her assigned area during the designated time. The policy for truancy is as follows:

1. First Offense: A student who is truant one, two, or three hours will receive two hours of detention for every hour or partial hour missed. A student truant more than three hours will receive alternative in-school placement.

2. Repeat Offenses: Alternative in-school placement or additional consequences

VISITORS

All visitors must sign in and out in the main office, provide identification, and are required to use our school identification process. All visitors must wear a visible visitor's badge/sticker. Students who do not attend Owasso High School are not permitted on campus. ~~Visitors not on the student contact list are not allowed during lunch without prior approval by the principa~~l. A parent needing to see his/her child during the school day should report to the main office. Should anyone other than a parent request to see a student, the parent will be notified in order to grant permission. Visitors can be asked to leave by administrators at any time. Visitation privileges can and will be revoked if deemed necessary by administrators and SRO's. Please refer to the following Owasso Public Schools Board of Education Policy link for more information on visitors. POLICY 5.19, 1.44

WITHDRAWAL FROM SCHOOL

Any student needing to withdraw from Owasso High School must inform the appropriate attendance office. Parents will be contacted. Upon the parents' approval, the student will receive a withdrawal form to take to his/her teachers. When the form is complete, the student will receive all of his/her records if there are no holds on the student's records.

Approved by Board the Board of Education on 7/18/22

MOBILITY SERVICES AGREEMENT

School Year 2023-2024

This Orientation and Mobility Services Agreement (the "Agreement") dated as of the 1st day of July, 2023, is between Mobilized Vision, LLC, an independent contractor (in which Christina Evans, COMS/CTVI is sole member and owner), hereinafter referred to as Mobilized Vision, and Owasso Public Schools.

In consideration of the mutual terms, covenants and conditions specified in this Agreement, Owasso Schools and Mobilized Vision agree as follows:

1. **Orientation and Mobility Services.** Mobilized Vision agrees to provide orientation and mobility services to designated students of Owasso Schools as requested during the term of this Agreement.

2. **Orientation and Mobility Specialist Services.** Mobilized Vision shall provide such orientation and mobility services as indicated by the Owasso Schools' student's Individualized Education Program or 504 Accommodation Plan as established by Mobilized Vision (the "O&M Services"). The O&M Services shall include, without limitation, orientation and mobility evaluations and treatment as deemed appropriate by the Orientation and Mobility Specialist and the Owasso Schools Special Education Director, recording students' progress and preparing materials and assembling equipment used during treatment if necessary, participation in student-focused meetings and program-focused meetings, and completing paperwork. All equipment and materials to be used in treatment together with documentation forms will be provided by Owasso Schools. The specific starting date for Mobilized Vision's delivery of Services will be mutually determined by the Owasso Schools and her. Mobilized Vision will deliver Orientation and Mobility Services to Owasso students for approximately five (5) hours per school week during the term of the Agreement.

3. **Certification**. Mobilized Vision represents and warrants that she is certified by the Academy for Certification of Vision Rehabilitation and Education Professionals (ACVREP) to provide Orientation and Mobility Services to Owasso Schools' students. Mobilized Vision shall notify Owasso Schools immediately if, for any reason, her required certification is not renewed upon expiration.

4. **Confidentiality**. Mobilized Vision agrees to adhere to all state and federal laws regarding the confidentiality and privacy of the education records and patient healthcare records of students and students with disabilities.

5. **Insurance**. Mobilized Vision represents and warrants that she is insured under a professional liability policy in a minimum amount of $1,000,000.00 per incident/occurrence and $3,000,000.00 aggregate, and that such insurance covers her when she is providing Orientation and Mobility Services as a certified orientation and

mobility specialist on the premises of Owasso Schools with proof of insurance upon request.

6. **Indemnification**. In addition to the requirement of paragraph 5 and not in lieu thereof, Mobilized Vision agrees to indemnify and hold Owasso Schools and its agents, employees and officers harmless (including defense costs) against any claim, demand or action against Owasso Schools arising from services provided by Mobilized Vision.

7. **Worker's Compensation**. Mobilized Vision certifies that, by law, she is not required to obtain Worker's Compensation Insurance and shall in no event be entitled to such coverage from Owasso Schools.

8. **Background Checks**. Mobilized Vision further represents and warrants that she has not been convicted of a felony, a sex offense subject to the Sex Offenders Registration Act in Oklahoma or the sex offender registration provisions of another state or federal law. Mobilized Vision agrees to provide Owasso Schools with written consent for Owasso Schools to conduct such background checks and criminal history investigations as Owasso Schools may request from time to time during the term of this Agreement.

9. **Compensation**. Owasso Schools agrees to pay Mobilized Vision the sum of $80.00 per hour port to port for Orientation and Mobility Services. Mobilized Vision agrees to invoice Owasso Schools monthly for all Services provided. Mobilized Vision agrees and acknowledges that all required documentation must be submitted to Owasso Schools **no later than the 5th day of the month following the month in which the Services were provided,** and that Owasso Schools has no obligation to forward payment to Mobilized Vision until Owasso Schools has been provided the required documentation.

10. **Term and Termination**. This Agreement is effective as of July 1, 2023 and shall continue in effect through June 30, 2024, unless terminated earlier as provided herein. Either party may terminate this Agreement upon 60 (60) days' written notice.

11. **Independent Contractor Status**. Each party is acting as an independent contractor and no employee or subcontractor of either party shall be deemed to be an employee of the other. Neither party undertakes by this Agreement or otherwise, to perform any obligation of the other party, whether regulatory or contractual, or to assume any responsibility for the other party's actions, business or operations. Neither party shall have the authority to bind, commit or incur any liability on behalf of the other party or to otherwise act in any way as an agent or representative of the other party.

12. **Force Majeure**. Neither party shall be responsible for any failure or delay in the performance of any obligations due to any cause beyond its reasonable control, including, but not limited to, any such delay or failure arising from third party labor disputes, third party strikes, other third party labor or industrial disturbances, acts of God, floods, lightning, earthquakes, shortages of materials, rationing, utility or

communication failures, fire, casualty, war, acts of public enemy, riots, insurrections, embargoes, blockages, actions, restrictions, and new or changed regulations or orders of any governmental authority; provided that the party claiming force majeure event has given the other party reasonably prompt notice of the event.

13. **Notices**. All notices given hereunder shall be in writing and shall be given or sent by (i) certified, first class, U.S. mail to the parties at the addresses herein or at such other addresses of which either party may give notice; (ii) confirmed facsimile; or (iii) nationally recognized courier service to the parties at the addresses herein or at such other addresses of which either party may give notice.

14. **Miscellaneous**. This agreement embodies the entire agreement and understanding between Owasso Schools and Mobilized Vision relating to the subject matter of this Agreement, and supersedes all previous communications, representations, understandings, and agreements, whether oral or written. This Agreement is to be governed by and construed in accordance with the laws, excluding the conflicts laws, of the State of Oklahoma. This Agreement may be amended only in a writing signed by both parties. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then that provision will be severed from this Agreement and any remaining provisions will continue in full force and effect. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties to this Agreement and their respective successors and permitted assigns. This Agreement may not be assigned by either party without the prior written consent of the other party. No waiver by either party hereto of any breach of any provision herein shall constitute waiver of any other provision nor shall such waiver constitute consent that the breach may continue or that any other breach will be waived. In the event of any suits or actions or other proceedings to enforce the terms of this Agreement, the prevailing party shall be entitled to recover its reasonable attorney fees and other costs and expenses incurred therein. The confidentiality provisions of this Agreement shall survive the termination of this Agreement.

OWASSO PUBLIC SCHOOLS
OWASSO, OKLAHOMA

By: _____
President, Board of Education

Christina Evans
_____
MOBILIZED VISION, CHRISTINA EVANS, COMS

TULSA TOURS

511 S. Boston Avenue | Tulsa, OK 74103
tours.tulsa@gmail.com • https://tulsa.tours • 918.200.9734

QUOTE

FOR:	Mr. Mark R. Officer Assistant Superintendent Owasso Public Schools
TOUR DATE:	Monday, July 31, 2023 2:00 - 3:30 PM
TOUR:	Downtown Tulsa history tour with the most historic tunnel This tour includes the same buildings as the underground tunnel tour but sees the first 3 buildings from the outside due to landlord restrictions on group size. We would then go inside the lobbies of the next 3 buildings and visit the most historic tunnel.
RATE:	$750 total (~~$25~~ $15 per person x 50 people) This rate covers 50 to 55 guests and is based on 3 guides leading 3 groups.

Vocabulary.com

QUOTE

Vocabulary.com
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

QUOTE # V-1163438-4
DATE: 06/06/2023

TO:

Naomi Jaynes
Owasso School District 11
1501 N Ash St
Owasso, OK 74055
naomi.jaynes@owassops.org

SALESPERSON	TERMS	SUBSCRIPTION DURATION	QUOTE VALID UNTIL
Sarah Coffman phone: (650)431-0704		1 Year	July 6, 2023

QUANTITY	DESCRIPTION	UNIT RATE	TOTAL
1	1 Year Vocabulary.com Site License (up to 5,000 students) Includes unlimited access to Vocabulary.com learning platform; teacher tools; vocab jams; detailed reporting *Unlimited Teacher Licenses*	$20,000.00	$20,000.00
4	Professional Development: Essentials I: Up to 50 attendees - each session: $595 *Effective strategies for meaningful vocabulary instruction. (90 Minutes)*	$2,380.00	$2,380.00
	SUBTOTAL		$22,380.00
	SALES TAX		--
	SHIPPING & HANDLING		--
	TOTAL DUE		$22,380.00

ORDERING INSTRUCTIONS

We accept payment by purchase order, check, or credit card. POs should be faxed to (650) 227-9216 or e-mailed to accounts@vocabulary.com. Please be sure to list the quote number on your payment or purchase order. For international accounts, we can accept wire transfers for an additional fee.

Vocabulary.com

SALES CONTRACT

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777 Mariners Island Blvd., Suite 600
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DATE: 06/06/2023

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SUBSCRIPTION INFO

SALESPERSON	QUOTE #	SUBSCRIPTION DURATION
Sarah Coffman phone: (650)431-0704	1163438-4	1 Year

PAYMENT PLAN

	AMOUNT	INVOICE DATE
Subscription Year 1 and Professional Development	$22,380.00	July 6, 2023
TOTAL	$22,380.00	

Price valid until July 6, 2023

ACCEPTANCE OF SALES CONTRACT

This is a binding agreement of payment between Vocabulary.com and the Purchaser. Your signature indicates that you have received, reviewed, and accepted the attached Terms and Conditions of Sale and that you agree to pay the full license price listed above within 60 days of the invoice date. Without a signature, your order may not be processed.

Acknowledged and agreed to:

AUTHORIZED SIGNATURE _____ **DATE** _____

Please contact Vocabulary.com with any questions regarding this sales contract:
Direct **1.888.606 0846** | E-mail **accounts@vocabulary.com**
Completed sales contracts should be faxed to **650.227.9216** or e-mailed to **accounts@vocabulary.com**

Vocabulary.com

TERMS AND CONDITIONS OF SALE

THIS IS A LEGAL DOCUMENT ("SALES CONTRACT") BETWEEN THE PURCHASER SHOWN ABOVE ("YOU") AND THINKMAP, INC. D/B/A VOCABULARY.COM ("SELLER"). PLEASE READ THIS AGREEMENT CAREFULLY. YOU AGREE TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF THE AGREEMENT, AS WELL AS BY THE WEBSITE TERMS OF USE, WHICH ARE INCORPORATED HEREIN BY REFERENCE. NO VARIATION OF THESE TERMS AND CONDITIONS ARE BINDING ON SELLER UNLESS AGREED TO IN WRITING SIGNED BY AN AUTHORIZED REPRESENTATIVE OF SELLER.

1. **PRICING:** The quoted purchase price of the license is valid through the "Price valid until" date on page 1. This price is not binding on Seller unless you have accepted it by sending us an executed Sales Contract by that date.

2. **PAYMENT:** If Seller elects to accept your Sales Contract, we will issue you an invoice. Complete payment of the amount of the stated purchase price is due within sixty (60) days of the invoice date. If payment is not received by the Seller within 60 days, the invoice is considered past due. Vocabulary.com licenses with past due payments will be put on hold and are subject to termination. Termination does not relieve the Purchaser of the obligation to pay fees due to the Seller.

   The full invoice amount must be paid by check or credit card. We accept Visa, MasterCard, American Express, and Discover.

   All checks should be mailed to:

   Vocabulary.com
   777 Mariners Island Blvd., Suite 600
   San Mateo, CA 94404 .

   Any late payment will incur interest at the rate of the lesser of 1% a month or the maximum permissible by law.

3. **CANCELLATION AND REFUND:** No cancellation will be accepted, and no refund issued, if it is more than thirty (30) days beyond the date of purchase for the license referenced in this Sales Contract. For cancellations and refunds of the license tendered under this Sales Contract to be accepted, the Seller must receive written notification of the cancellation within 30 days of purchase. Cancellations requested outside of the 30-day period will not be refunded, and the Purchaser will be responsible for completing the purchase as stated in the Sales Contract.

4. **LICENSES:** Seller grants you the right to provide access, through unique log-in IDs, to no more individuals than the quantity indicated on the first page. The terms and conditions of use for each of these individuals are governed by our website's Terms of Use. You agree to be responsible for their accounts, to monitor their use of their accounts, and to indemnify, defend, and hold us harmless for any claims arising out of or related to their use of Vocabulary.com's website and services. To the extent that these individuals are minors, you consent to our collection of their personal information as described in our Privacy Policy.

   Classroom and Site licenses will be activated immediately upon receipt of your payment unless another date is specified or agreed to by Seller. Activation confirmation will be sent to the e-mail address provided by the school or individual completing the purchase.

   If an individual who has a Vocabulary.com account through a Classroom or Site license purchased by you is no longer affiliated with you, you may request that we deactivate the individual's account, or no longer associate it with your license, so that that license can be reassigned to another individual associated with your institution.

   If you are a teacher, you represent and warrant that you have permission and authorization from your school and/or district to use the Services as part of your curriculum, and for purposes of Children's Online Privacy Protection Act ("COPPA") compliance, you represent and warrant that you are entering into these Terms on behalf of your school and/or district.

5. **PRIVACY:** If you are a school, district, or teacher, you acknowledge and agree that you are responsible for complying with COPPA, meaning that you must obtain advance written consent from all parents or guardians whose children under 13 will be accessing the website and services and you represent and warrant that you have obtained that consent. When obtaining consent, you must provide parents and guardians with our Privacy Policy. You are to keep all consents on file and provide them to us if we request them.

6. **DISCLAIMER OF WARRANTIES. YOU EXPRESSLY UNDERSTAND AND AGREE THAT:**
   a. YOUR USE OF THE SERVICE IS AT YOUR SOLE RISK. THE SERVICE IS PROVIDED "AS IS," "AS AVAILABLE," AND WITH ALL FAULTS. SELLER EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT.
   b. SELLER MAKES NO WARRANTY THAT (i) THE SERVICE WILL MEET YOUR REQUIREMENTS, (ii) THE SERVICE WILL BE UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE SERVICE WILL BE ACCURATE OR RELIABLE, (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIAL PURCHASED OR OBTAINED BY YOU THROUGH THE SERVICE WILL MEET YOUR EXPECTATIONS, AND (V) ANY ERRORS IN THE SERVICE WILL BE CORRECTED.
   c. ANY MATERIAL DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF THE SERVICE IS DONE AT YOUR OWN DISCRETION AND RISK

AND THAT YOU WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR COMPUTER SYSTEM OR LOSS OF DATA THAT RESULTS FROM THE DOWNLOAD OF ANY SUCH MATERIAL.

d. NO ADVICE OR INFORMATION, WHETHER ORAL OR WRITTEN, OBTAINED BY YOU FROM SELLER OR THROUGH OR FROM THE SERVICE SHALL CREATE ANY WARRANTY NOT EXPRESSLY STATED IN THE TOS.

Some states do not allow certain limitations on warranties, so certain of the above limitations may not apply to you.

7. **LIMITATION OF LIABILITY:** YOU EXPRESSLY UNDERSTAND AND AGREE THAT SELLER SHALL NOT BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA, OR OTHER INTANGIBLE LOSSES RESULTING FROM THE USE OR INABILITY TO USE THIS SERVICE. IN ALL INSTANCES, DAMAGES SHALL BE CAPPED AT ONE MONTH'S FEES.

8. **SEVERABILITY:** If any provision of this agreement is deemed invalid, illegal, or unenforceable, then that provision shall be deemed severable from these terms and shall not affect the validity and enforceability of any remaining provisions of this Sales Contract, which shall remain in full force and effect.

9. **ARBITRATION:** You agree that any dispute or claim you may have against Seller arising out of or related to this Sales Contract or the use of Services must be submitted to arbitration, before a single arbitrator appointed by JAMS/Endispute and conducted according to their rules in San Francisco, CA, USA, and that the determination of any such arbitrator shall be binding. The courts located in San Francisco, CA, USA, have exclusive jurisdiction over any judicial proceedings related to this agreement, and you waive any claim that such a court is an improper venue, inconvenient, or lacks jurisdiction over you.

10. **GOVERNING LAW:** The Sales Contract and the relationship between you and Seller are governed by the laws of the State of California without regard to conflict of law provisions.

11. **ENTIRE AGREEMENT:** This Sales Contract, which incorporates the Terms of Use by reference, is the final expression of the agreement between Purchaser and Seller and supersedes all prior representations, understandings, and agreements between the Purchaser and Seller relating to its subject matter. This Sales Contract cannot be modified, amended, or changed except in writing and signed by Seller.

ADDENDUM TO VOCABULARY.COM'S QUOTE
FOR Owasso School District 11

IN CONSIDERATION of the mutual promises by Vocabulary.com ("Vocabulary.com") and Owasso School District 11 ("you") in this Addendum, Vocabulary.com and you agree to the following changes to Vocabulary.com's Quote ("Quote"), as follows:

1. **Section: Privacy Policy** is hereby added to the Vocabulary.com Quote as follows:

   "Neither Vocabulary.com nor Owasso School District 11 is required to provide parents with copies of the Vocabulary.com Privacy Policy for signature nor are written consent forms necessary unless requested by the parent."

2. All remaining terms of the Quote remain in full force and effect. Capitalized terms used but not defined in this Addendum shall have the same meaning as ascribed to them in the Quote.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed by their authorized representatives, effective as of the date first set forth above.

Vocabulary.com	**Owasso School District 11**
By _____	By _____
Its: CEO	Its:
Date: 6/1/2023	Date: _____

Policy #3.26 ARMED ~~CAMPUS~~ SCHOOL SECURITY OFFICERS

The Board of Education authorizes the carrying of a handgun onto school property by school personnel ~~specifically~~ designated and authorized by the Board of Education. Such school personnel are hereby designated as "School Security Officers." School Security Officers must (a) have been issued a handgun license pursuant to the Oklahoma Self-Defense Act, and (b) have successfully completed an armed security guard training program or reserve peace officer security certification program, developed by the Council on Law Enforcement Education and Training (CLEET). Additionally, a School Security Officer must hold current and appropriate State licensure or certification. The names of ~~school district personnel~~School Security Officers who have been designated to carry a firearm may be kept confidential. ~~Individuals who are authorized by the school board to carry handguns on school premises must:~~

~~1. Possess a valid armed security guard license as provided for in Section 1750.1 et seq. Of Title 59 of Oklahoma Statutes; or~~

~~2. Hold a valid reserve peace officer certification as provided for in Section 3311 of Title 70 of Oklahoma Statutes.~~

The ~~board~~ Board of ~~education~~ Education shall have the final authority to determine and designate ~~school employees~~School Security Officers who will be authorized to obtain and use an armed security guard license or reserved peace officer certification in connection with their employment as school personnel.~~.~~

Authorized employees shall only use a handgun and ammunition that have been approved by or issued by the ~~school district board~~ Board of ~~education~~Education. The handgun will be carried in an approved holster and appropriately secured on the person of the ~~authorized employee~~School Security Officer or the firearm shall be stored in a locked and secure location at all times while the School Security Officer~~employee~~ is on school property. ~~Authorized employees~~School Security Officers shall be responsible for ensuring that his/her issued handgun is properly maintained and in good working order at all times. Law enforcement shall be immediately notified that a ~~weapon~~ firearm has been pointed at someone or discharged by ~~the employee who discharged the weapon, or by the superintendent~~a School Security Officer. If at any time~~,~~ a School Security Officer's ~~the~~ handgun is pointed at someone or discharged on school ~~premises~~grounds, a written report documenting the incident shall be prepared and submitted to the superintendent within twenty-four (24) hours of the incident ~~and submitted to the superintendent~~.

The ~~board~~ Board of ~~education~~ Education hereby delegates to the superintendent the authority to temporarily suspend the ability of ~~an employee designated by the board of education~~a School Security Officer to carry a handgun, pending a formal decision ~~at a School Board Meeting~~ by the Board of Education ~~-~~as to whether the ~~employee~~ School Security Officer will continue to be authorized ~~by the Board of Education~~ to carry a handgun on school premises. If the

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superintendent temporarily suspends the ability of a School Security Officer ~~an employee~~ to carry a handgun, the ~~employee~~ School Security Officer shall immediately turn over the handgun and ammunition to the superintendent, who shall immediately secure the ~~weapon~~handgun and ammunition in a locked and secure location. ~~The~~ A School Security Officer is not afforded any due process rights under this policy with regard to the carrying of a handgun on school district property and any decision of the ~~school board~~Board of Education is final and non-appealable. ~~. Due process does not apply to the carrying of a handgun.~~

SAFETY PROTOCOLS

~~An authorized school security officer~~A School Security Officer is required to keep his/her ~~weapon~~ handgun secured in accordance with ~~reasonably~~ generally accepted law enforcement safety practices ~~unless a security incident occurs~~. If ~~an authorized school security officer~~a School Security Officer becomes aware of a security incident, ~~the authorized school security~~he/she

~~officer~~ is required to evaluate the situation to the best of his/her ability and may take appropriate ~~no~~ action~~, may fire a warning shot(s), or may use deadly force~~ based upon ~~the totality of the circumstance and~~ established security and law enforcement protocols. All ~~authorized s~~School ~~security~~ Security ~~officers~~ Officers are required to act in good faith.

The ~~Superintendent~~ superintendent ~~of schools (~~or her/his designee ~~designated employee)~~ will (a) annually review this policy and any related procedures and make any recommended policy changes to the ~~board~~Board of Education, and (b) ~~. The Superintendent of schools (or designated employee) will also~~ notify ~~local~~ the Owasso Chief of Police ~~chief~~ and ~~SRO's~~ School Resource Officers any time a School Security Officer's ability to carry a handgun has been suspended, the ~~board~~ Board of Education has employed or re-employed ~~an authorized school security officer~~a School Security Officer ~~as well as any time an~~ and, when a School Security Officer ~~authorized school security officer~~ leaves the employment of the school district.

LEGAL REFERENCE: **70 O.S. § 5-149.2**
51 O.S. § 24A.28

Approved June 2023

Owasso High School Concussion Protocol

Updated September 2022

Purpose

The purpose of the protocol and procedures are to ensure the safety and well-being of student-athletes who sustain a concussion are properly diagnosed, referred when necessary, given time to heal, and supported comprehensively until the student-athlete is symptom free and able to return to full activity.

The Owasso Athletic Training Department has established protocol to provide education about recognition, management and return to learn and play for student-athletes, families, coaches, administrators and other school personnel.

Owasso Athletic Training seeks to provide a safe return to activity protocol for all student-athletes after injury, particularly after concussion. In order to effectively and consistently manage these injuries, procedures have been developed to aid in ensuring that concussed student-athletes are identified, treated and referred appropriately, given follow-up care and academic assistance, and are fully recovered prior to returning to activity.

Introduction

A concussion is a type of traumatic brain injury (TBI) caused by a bump, blow, or jolt to the head that can change the way the brain normally functions. Seventy percent of concussions occur without direct head impact but instead occur from rotational or velocity injuries that cause the brain to move quickly back and forth or "slosh" around in the skull (Neurosurgery 2003; 4:799). Each year, emergency departments in the United States treat an estimated 173,285 sports related traumatic brain injuries (TBIs), including concussion, among children and adolescents from birth to 19 years (CDC 2014).

Concussions are cumulative injuries. This means that once an athlete sustains a concussion they are more likely to sustain another one. Often, it takes less force to cause successive concussions.

Unrecognized concussions or student-athletes who have not fully recovered and incur another concussion run the additional risk of developing Second Impact Syndrome (SIS). SIS is a catastrophic complication that occurs rarely, but is devastating to the concussed athlete. When SIS occurs the brain swells rapidly after a person suffers a second concussion before symptoms from an earlier one have subsided. This deadly second blow may occur days or weeks after an initial concussion and even the mildest grade of concussion can lead to SIS. The condition is often fatal, and almost everyone who does not die is severely disabled.

The medical research is still trying to understand exactly what is happening in the brain after a concussion. The current body of knowledge indicates that there is a complex physiological process induced by the trauma of the biomechanical forces. How long these physiological processes last has not been fully understood. This is one of the reasons why recovery from concussion can be variable and sometimes unpredictable. Concussions are a physiologic injury and not an anatomical injury. This is why brain imaging (CT or MRI scans) are almost always normal.

Concussions may affect a student's ability to learn. Since every brain and every student are different, every concussion is different. Recovery time will be unique to each student, requiring an individualized approach to determine when it is appropriate to begin to return to academic and athletic activity. Some students may not miss any school and some may need accommodations no greater than someone who has suffered an illness. Still others may have months of enduring symptoms that can significantly affect academic performance and overall ability to function. Mental and physical rest are essential to concussion recovery. If not properly

managed from the time of initial injury, recovery time can be extended and the student-athlete may be exposed to increased risk of further injury. This may also adversely affect the student's academic progress; consequently, it is essential to have a concussion education plan in place to help concussed student-athletes heal while continuing their education.

Concussions are both a medical and educational issue. Any accommodations created by schools are based on an educational need that happens to be caused by a medical concern. Assessing challenges with learning and school performance and creating or making changes to a student's learning plan, while driven by medical diagnoses, are based on the injury's impact on the student-athlete's educational performance and his/her ability to access and participate in general education. Therefore, it is appropriate for schools to address learning difficulties caused by concussion.

Recognition

At the beginning of each sport season, coaches should review concussion policies and sign and symptoms of concussions. It is also recommended that each coach go through the National High School Federation's Concussion in Sports – ***What You Need to Know*** online course.

Along with coaches, at the beginning of each academic school year each student-athlete along with their parent / guardian will be required to fill out and return a concussion awareness form, which will be kept on file in the athletic training room.

Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.

No athlete should return to play or practice on the same day as a concussion.

Any athlete suspected of having a concussion should be evaluated by an appropriate healthcare professional that day.

Any athlete with a concussion should be medically cleared by an appropriate healthcare professional prior to resuming participation in any practice or competition.

After medical clearance, return to play should follow a step-wise protocol with provisions for delayed return to play based upon return of any signs or symptoms.

ALL athletes that are held out of a practice or competition because they are suspected to have sustained a concussion should be referred to a physician or to the Certified Athletic Trainer.

The Owasso Athletic Training Department will also follow these policies:

1. All concussions that involve loss of consciousness, no matter how brief that loss of consciousness may have been, will be referred to the emergency department.
2. Along with loss of consciousness the following will also require immediate transportation for emergency treatment:
    a. Deterioration of neurological function
    b. Decreasing level of consciousness
    c. Decreasing or irregularity in respirations
    d. Decrease or irregularity in pulse
    e. Unequal, dilated or unreactive pupils
    f. Any signs or symptoms of associated, spine or skull fracture or bleeding
    g. Mental status changes: lethargy, confusion or agitation or difficulty maintaining arousal
    h. Seizure activity
    i. Cranial nerve deficits
3. In an acute concussion scenario, no notes from emergency rooms or urgent care facilities that clear an athlete to return to activity will be accepted.

After sustaining a head injury, the student-athlete may exhibit some or all of the following signs and symptoms. Student-athletes, parents / guardians, and coaches should be familiar with these:

Signs (observed by others)	Symptoms (reported by athlete)
Athlete appears dazed or stunned	Headache
Confusion (about assignment, plays, etc.)	Fatigue
Forgets plays	Nausea or vomiting
Unsure about game, score, opponent	Double vision or blurry vision
Moves clumsily (altered coordination)	Sensitive to light or noise
Balance problems	Feels sluggish
Personality change	Feels “foggy”
Responds slowly to questions	Problems concentrating
Forgets events prior to hit	Problems remembering
Forgets events after the hit	
Loss of consciousness (any duration)	

Diagnosis

All student-athletes sustaining a head injury or concussion will be evaluated by a staff athletic trainer and/or licensed health care provider trained in head injury management. The student-athlete should never be denied access to a physician. All athletes will need written consent before returning to play.

The athletic trainer, when on site, will assess the injury or provide guidance to the coach when they are not available for immediate evaluation. At the time of the injury the athletic trainer will determine if immediate care is necessary whether it is to the emergency room or physician.

During the initial evaluation the athletic trainer may use one or a combination of assessments; which can include SAC testing, SCAT testing, SCAT 3 testing, BESS testing, SWAY balance, King-Devick and ImPACT testing.

Neurocognitive computerized tests and sideline assessments may assist the athletic trainer and/or physician severity of a student-athlete's symptoms. They are not a replacement for a medical evaluation to diagnose a concussion.

Post-Concussion Management

Cognitive rest

A concussion can interfere with school, work, sleep and social interactions. Many athletes who have a concussion will have difficulty in school with short- and long-term memory, concentration and organization. These problems typically last no longer than 2 -3 weeks, but for some these difficulties may last for months. It is best to lessen the student's class load early on after the injury. Most students with concussion recover fully. However, returning to sports and other regular activities too quickly can prolong the recovery.

The first step in recovering from a concussion is rest. Rest is essential to help the brain heal. Students with a concussion need rest from physical and mental activities that require concentration and attention as these activities may worsen symptoms and delay recovery.

Cognitive rest requires that the student avoid participation in, or exposure to, activities that require concentration or mental stimulation including, but not limited to:

- Computers and video games
- Television viewing
- Texting
- Reading or writing
- Studying or homework
- Taking a test or completing significant projects
- Loud music
- Bright lights

Physical rest

Physical rest includes getting adequate sleep, taking frequent rest periods or naps, and avoiding physical activity that requires exertion. Some activities that should be avoided include, but are not limited to:

- Ones that result in contact and collision and are high risk for re-injury.
- High speed and/or intense exercise and/or sports, and
- Any activity that results in an increased heart rate or increased head pressure.

Students may feel sad or angry about having to limit activities, or having difficulties keeping up in school. Students should be reassured that the situation is temporary, the goal is to return to full activity as soon as it is safe, and that avoidance of activities which delay their recovery is essential. Students should be informed that the concussion will resolve more quickly when they follow their medical provider's orders as supported by various studies. Students will need encouragement and support at home and school until symptoms fully resolve.

Return to Learn

Knowledge about the potential effects of concussions on learning, and appropriate management of the return-to-learn process is critical for helping students recover from a concussion. Concussions are both a medical and educational concern. A collaborative effort between the athletic trainer, physician and academic leaders ensures success as the team assesses problems with learning and school performance and then makes appropriate and necessary changes to a student's learning.

A student-athlete's best chance for a full recovery from a concussion depends on timely implementation of two critical components: cognitive rest and physical rest. There is increasing evidence that using a concussed brain to learn may worsen concussion symptoms and prolong recovery. The goal during concussion recovery is to avoid overexerting the brain to the level of triggering or worsening symptoms. Determining the appropriate balance between the amount of cognitive exertion and rest is the hallmark of the management plan and crucial for facilitating recovery. This balance is different for each concussion. Therefore, an individualized plan for accommodations is required, and should be frequently monitored and updated to allow for the student to progress academically as concussion symptoms improve.

How can a concussion affect school performance?

- Slower processing speed
- Lapses in short term memory
- Reduced/impaired concentration
- Slower to learn new concepts
- Shorter attention span
- More difficulty planning, organizing and completing assignments
- Slower reading
- Difficulty with reading comprehension

Phase 1: No School/Complete Cognitive Rest

- **Symptom Severity**: In this phase, the student-athlete may experience high levels of symptoms that at best prohibit the student to benefit from school attendance and may cause symptoms to increase in intensity. During this stage, physical symptoms tend to be the most prominent and may interfere with even basic tasks. Many students are unable to tolerate being in the school environment due to severe headache, dizziness, or sensitivity to light or noise.
- **Treatment**: Emphasis on cognitive and physical rest to allow the brain and body to rest as much as possible.
- **Intervention Examples**:
  - No School
  - Avoid activities that exacerbate symptoms. Activities that commonly trigger symptoms include reading, video games, computer use, texting, television, and/or loud music.
  - Other symptom "triggers" that worsen symptoms should be noted and avoided in the effort to promote healing.

- No physical activity- this includes anything that increases the heart rate as this may worsen symptoms.
- No tests, quizzes or homework
- Provide students with copies of class notes (teacher or student generated).

Phase 2: Part-Time School Attendance with Accommodations

- **Symptom Severity**: In this phase, the student's symptoms have decreased to manageable levels. Symptoms may be exacerbated by certain mental activities that are complex or of long duration. Often students can do cognitive activities but only for very short periods of time (5-15 minutes) so students need frequent breaks to rest and "recharge their batteries".
- **Treatment**: During re-introduction to school, avoid settings and tasks that trigger or worsen symptoms. In the first few days of returning to school, the goal is not to immediately start catching up on the missed work or learn new material. Rather, the initial goal is simply to make sure the student can tolerate the school environment without worsening symptoms. This means the first few days often include just sitting in class and listening (no note-taking or reading). Once the student can tolerate this, he/she can try short intervals (5-15 minutes) of cognitive work per class.
- **Intervention Examples**:
  - Students may attend school part-time, with focus on the core/essential subjects and/or those which do not trigger symptoms. The academic team should prioritize what classes should be attended and how often. Examples: (1) half-days, alternating morning and afternoon classes every other day; or (2) attending every other class with rest in the nurse's office, library or quiet location in between. - Symptoms reported by the student should be addressed with specific accommodations.
  - Eliminate busy work or non-essential assignments or classes.
  - Limit or eliminate "screen time" (computers, phones, tablets, and smart boards), reading and other visual stimuli, based on the student's symptoms.
  - Provide student with copies of class notes (teacher or student generated).
  - No tests or quizzes.
  - The student's homework load should be based on symptoms. There should be no due dates on homework assignments. This allows students to work at a pace that does not exacerbate symptoms and reduces their anxiety about completing the assignments. Many students have heightened anxiety during concussion recovery and due dates exacerbate this.
  - Allow the student to leave class 5 minutes early to avoid noisy, crowded hallways between class changes.
  - No physical activity for the student including gym/recess or participation in athletics.
  - If this phase becomes prolonged and/or the student is unable to tolerate the school environment or do any work for even short periods of time, a tutor can be helpful (either in school or at home) to implement oral learning at a pace that does not worsen symptoms. A tutor can also help students organize their work and plan how they will spend their limited time studying (i.e. which

assignment should I do first, second, third, etc), as many students are unable to do this basic "executive function" task during concussion recovery.

Phase 3: Full-Day Attendance with Accommodations:

- **Symptom Severity:** In this phase, the student's symptoms are decreased in both number and severity. They may have intervals during the day when they are symptom-free. Symptoms may still be exacerbated by certain activities.
- **Treatment:** As the student improves, gradually increase demands on the brain by increasing the amount, length of time, and difficulty of academic requirements, as long as this does not worsen symptoms.
- **Intervention Examples:**
    - Continue to prioritize assignments, tests and projects; limit students to one test per day with extra time to complete tests to allow for breaks as needed based on symptom severity.
    - Continue to prioritize in-class learning; minimize overall workload.
    - Gradually increase amount of homework.
    - Address reported symptoms by specific accommodations; Accommodations are reduced or eliminated as symptoms resolve.
    - No physical activity unless specifically prescribed by the student's physician or health care provider. If the student has not resolved their symptoms after 4-6 weeks, health care providers will often prescribe light aerobic activity at a pace and duration below that which triggers symptoms. This "sub-symptom threshold exercise training" has been shown to facilitate concussion recovery. The student can do this at school in place of their regular PE class, by walking, riding a stationary bike, swimming, or jogging. No contact sports are allowed until the student is completely symptom-free with full days at school and no accommodations, and has received written clearance from a licensed health care professional.

Phase 4: Full-Day Attendance without Accommodations:

- **Symptom Severity:** In this phase, the student may report no symptoms or may experience mild symptoms that are intermittent.
- **Treatment:** Accommodations are removed when student can participate fully in academic work at school and at home without triggering symptoms.
- **Intervention Examples:**
    - Construct a reasonable step-wise plan to complete missed academic work; an extended period of time is recommended in order to minimize stress.
    - Engage in physical activities as specified by student's physician (same as phase 3).

Phase 5: Full School and Extracurricular Involvement:

- **Symptom Severity:** No symptoms are present. Student is consistently tolerating full school days and typical academic load without triggering any symptoms.
- **Treatment:** No accommodations are needed.
- **Interventions:**

- Before returning to physical education and/or sports, the student should receive written clearance and complete a step-wise return-to-play progression as indicated by the licensed healthcare professional.

Class/Subject Accommodation Examples:

History:

- Books on Audiotape
- Provide detailed class notes to allow student to listen and not be consumed with note-taking during class
- Oral discussion for learning and oral test-taking preferred to written work

Language Arts, English & Writing:

- Books on Audiotape
- Reduce overall amount of written and typed assignments as screens and annotating may be bothersome to the concussed student. Speech-to-text software programs can be helpful for writing papers or annotating.
- Oral discussion for learning and oral test-taking preferred to written work

Math:

- Reduce homework assignments to the least amount possible to demonstrate mastery learning of the concept.
- Provide outline of necessary steps to complete problem (concussed students often experience difficulty remembering and may leave out pertinent steps).
- Student should be given extra time to complete in-class assignments and homework.
- Oral discussion for learning and oral test-taking preferred to written work

Science:

- Books on Audiotape
- Detailed class notes to allow student to listen and not be consumed with note-taking during class
- Hands-on learning may be helpful
- Oral discussion for learning and oral test-taking preferred to written work
- Speech-to-text software programs can be helpful for writing lab reports and assignments.

Additional Specific Accommodation Examples:

- Extending time on testing and assignments to allow for slower processing speed especially if there is a significant reading demand. Students recovering from concussion have limited endurance and

therefore can only attend to a task for short intervals (5-15 min) before triggering symptoms. Symptoms are not just limited to physical symptoms. If there is a lack of comprehension despite 2 or 3 attempts, even without a headache, the student should take a break.

- Providing a quiet room for testing to minimize distraction
- Offering preferential seating (usually in the front of class or away from windows) to minimize distraction and allow better monitoring of the student
- Dividing class information and corresponding assignments into manageable chunks to minimize cognitive load.
- Reducing light sensitivity by allowing the student to wear sunglasses in class
- Allowing breaks every 15 minutes for prolonged reading or screen time
- Allowing the student to eat lunch in a quiet location
- Avoiding assemblies, pep rallies, athletic events and other events with loud noise and/or bright lights

If concussion symptoms increase, it usually means the student is reaching a point of over-exertion and needs a break. Some students may only need periodic breaks throughout the school day while others may need more frequent breaks depending on the severity of symptoms.

Ensuring a Student's Return to Learning is Successful:

- Education of all school staff about the goals of academic concussion management is essential to reduce the likelihood of a child suffering permanent damage to his/her academic record due to a concussion.
- Educate school staff about how concussions affect academic learning. Schools should take steps to ensure their staff understands the institutional or district procedures regarding return-to-learn policy.
- Distribute written responsibilities and expectations to each member of the concussion management team. Taking the time to explain the process to each team member prior to initiating a student's management plan will likely lead to better compliance.
- Emphasize that each team member has an important role and responsibility. **Inadequate participation from one member can derail the whole return-to-learn plan.**

Privacy

The return-to-learn team should recognize that communication is essential for the success of the management plan. However, they should be aware that a student's medical and academic information is considered private and is protected by the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA). The team should have a clear understanding of who is allowed to receive information regarding a student's medical and academic status. The student's parent or guardian (or student if s/he is over 18) must complete a Release of Medical Information (ROMI) if they would like the physician to speak with school staff about the student's medical care and provide guidance about how to implement the recommended accommodations. This release can be signed at the physician's office.

Formal Education Plans:

For students with prolonged symptoms who will require accommodations for several months, a formalized program may be implemented to ensure that the student's specific educational needs are being met by the school. Parents can work with school leaders to develop a 504 plan or individualized education program (IEP). The process is time intensive and requires extensive documentation, but does provide a legal document that describes the specific educational goals for the student and the accommodations necessary to achieve them. Private schools that do not receive state funding are not legally obligated to abide by these plans.

- **504 Plan:** Students with persistent symptoms and who require assistance to participate fully in school may be candidates for a 504 plan. A 504 plan will describe modifications and/or accommodations necessary to assist a student return to pre-concussion performance levels. For example, it may specify that the student receive environmental adaptations, temporary curriculum modifications, and/or behavioral strategies (1,2).

- **Individualized Education Plan (IEP):** Students with certain classifications of disability that adversely impact educational performance may be eligible for an IEP. These students generally require significant help to access the curriculum. This help may include reducing the student's workload, changing the learning method (e.g. working with a tutor), slowing the pace of instruction, or allowing the student to work in an environment other than the inclusive classroom.

The majority of students with a concussion will not require a 504 or IEP; however, a small percentage of students with chronic cognitive or emotional deficits may require this level of support.

Athletic Trainer - Management

After the initial evaluation the student-athlete's parents / guardian will be contacted to go over the injury and give written and verbal home and follow up care instructions.

During the recovery process the athletic training staff will continue to provide coordinated care with physicians, coaches, parents, administrators, and teachers until the student athlete is returned to full competition without restrictions.

The athletic trainer is responsible for administering all post-injury testing. If the ImPACT test is required; the initial post-concussion test will be administered within 48 – 72 hours of injury, whenever possible. The testing will take place in the athletic training room. Repeat tests will be given at appropriate intervals and is dependant upon clinical presentation. All data acquired during testing will be shared with student-athlete, parents / guardians and physician as deemed necessary.

The athletic trainer is responsible for monitoring recovery and conditioning following the outlined guidelines and coordinating appropriate return to play activity progression. The athletic trainer will also maintain appropriate documentation regarding assessment and management of the injury.

Guidelines and procedures for coaches:

RECOGNIZE, REMOVE, REFER

Recognize concussion

- All coaches should become familiar with the signs and symptoms of concussion

Remove from activity

- If a coach suspects the athlete has sustained a concussion, the athlete should be removed from activity until evaluated medically. **All athletes who exhibit signs or symptoms of a concussion will be removed, immediately assessed, and should not be allowed to return to activity that day.**

Refer the athlete for medical evaluation

- Coaches should report all head injuries to the certified athletic trainer as soon as possible for assessment, management, and coordination of home and follow-up care. Coaches should seek assistance from the host site certified athletic trainer if at an away contest. If there is no certified athletic trainer available, the coach is responsible for notifying the athlete's parents of the injury.
    - Contact the parents to inform them of the injury and make arrangements for them to pick the athlete up at school.
    - Contact the athletic trainer with the athlete's name and home phone number, so that follow-up can be initiated.
    - Remind the athlete to report directly to the athletic training room on the day they return to school.
    - The Coach or AT should ensure that the athlete will be with a responsible individual, who is capable of monitoring the athlete and understanding the home care instructions, before allowing the athlete to go home. The Coach or AT should continue efforts to reach the parent.

Return to Play Progression

Baseline:
As the baseline step of the Return to Play Progression, the athlete needs to have complete physical and cognitive rest for 48 hours. Athlete does not have to be symptom free to progress through each stage. Light physical activity is encouraged to promote blood flow. If symptoms are exacerbated, athlete must stop activity. *Keep in mind, the younger the athlete, the more conservative the treatment.*

Step 1: Light aerobic activity
In this phase, the student's symptoms have decreased to manageable levels.

The Goal: Only to increase an athlete's heart rate. Stop if symptoms are exacerbated.
The Time: 5 to 10 minutes.
The Activities: Exercise bike, walking, or light jogging.
Absolutely no weight lifting, jumping or hard running.

Step 2: Moderate activity
Symptom Severity: In this phase, the student's symptoms are decreased in both number and severity. They may have intervals during the day when they are symptom-free. Symptoms may still be exacerbated by certain activities.

The Goal: Limited body and head movement.
The Time: Reduced from typical routine.
The Activities: Moderate jogging, brief running, moderate-intensity stationary biking, and moderate-intensity weightlifting

Step 3: Heavy, non-contact activity
Symptom Severity: In this phase, the student may report no symptoms or may experience mild symptoms that are intermittent.

The Goal: More intense but non-contact
The Time: Close to typical routine
The Activities: Running, high-intensity stationary biking, the player's regular weightlifting routine, and non-contact sport-specific drills. This stage may add some cognitive component to practice in addition to the aerobic and movement components introduced in Steps 1 and 2.

Step 4: Practice & full contact
Symptoms: Symptom free.

The Goal: Reintegrate in full contact practice.

Step 5: Competition
The Goal: Return to competition.

If the athlete's symptoms return, they will return back to the appropriate previous stage as designated by their health care provider, then repeat the steps necessary to return to full symptom free activity.

Complete Return to competition

The Owasso Athletic Training Staff will have final say in clearance when returning the student-athlete back to full competition. They must complete all phases of the concussion protocol to ensure a safe return to sport or activity.

This would be a new policy: Policy Manual: policy 5.59

5.59 Concussion Management Protocol

Owasso Public Schools is committed to the safety and well-being of all students participating in athletics and physical activity programs. In accordance with Oklahoma state law 70, the school has implemented a concussion management protocol that includes education, prevention, and appropriate management of suspected concussions. The school will comply with all aspects of Oklahoma state law 70 related to concussion management. This protocol will be reviewed and updated annually to ensure compliance with any changes in state law or best practices.

Guaranteed Maintenance Service Agreement

CONTRACT EFFECTIVE DATE	7/1/2023	**CONTRACT END DATE**	6/30/2024
CONTRACT NUMBER			

CUSTOMER			BILLING ADDRESS
Owasso Public Schools			Owasso Public Schools
1501 N. Ash St.			1501 N. Ash St.
Owasso, OK 74055	0	0	Owasso, OK 74055
Meter Contact	0		**Contact**
Meter Email	0		**Email**
Meter Ph./Fax	0	0	**Ph./Fax**
PO #			☐ **Electronic Invoice** (Email address required)

Equipment Description: JD Young agrees to maintain the equipment and features listed below in accordance with the terms and conditions in this agreement.

EQUIPMENT		METER READING		SERVICE ZONE	CHARGE PER	COPIES INCD B/W	COPIES INCD COLOR	OVERAGE B/W	OVERAGE COLOR
MODEL	SERIAL #	B/W	COLOR	1. Zone A	MONTH	MONTH	MONTH	MONTH	MONTH
See Attached List					See Attached List				

☐ Additional equipment list attached ☐ FM Audit

SERVICE CONTRACT INCLUSIONS AND EXCLUSIONS

Excludes paper

TC: Total Care, covers all labor, networking, parts, staples and toner

Terms of Contact: Additional maintenance contract terms and conditions are stated on the Guaranteed Maintenance Service Agreement Terms and Conditions and are part of this agreement.

CONTRACT NOTES (ex. Add to existing contract**):**

CUSTOMER CONTRACT ACCEPTANCE			JD YOUNG	
Authorized Signature				
X			X Roger Turner	5/30/2023
Signature	**Title**	**Date**	**Signature**	**Date**

CONTRACT WAIVER - Decline Service Contract

I understand that I am responsible for any charges incurred for the repair and maintenance to insure the proper operation of the equipment other than those items covered by the Manufacturer's warranty.

X

Signature

INTERNAL USE ONLY

***Acceptance** Roger Turner

Service Management

T/C Appropriations

Base Meter

*Contract not finalized without JD Young Management acceptance

Rev. 10.30.17+A8:A1:K60

Customer	Contract No.	Make	Mode	Equip. No	Serial	Equipment Location	BW Rate	CLR Rate
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ESTUDIO5005AC	T3732-R	CFCG55255	3RD FLOOR - E. WELLNESS	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7508A	T3734-R	CICG17586	RAM ACADEMY MDL OFF	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5506ACT	T3738-R	CHDG17519	MID HIGH SCHOOL - MAIN FRONT OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES8508A	T3740-R	CICG17105	HIGH SCHOOL WEST FACULTY WORK RM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ESTUDIO5005AC	T3773-R	CFEG65921	HIGH SCHOOL SOFTBALL OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ESTUDIO5005AC	T3774-R	CFFG30366	RAM ACADEMY	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES6508A	T3775-R	CIFG20336	ENROLLMENT	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7508A	T3777-R	CIFG20720	IT DEPT.	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7508A	T3778-R	CIFG20721	CHILD NUTRITION	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5506ACT	T3779-R	CHFG19230	BASEBALL OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES3508A	T3898-R	CGDH66728	HIGH SCHOOL WEST LIBRARY	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES3508A	T3899-R	CGDH66732	HS EAST, LIBRARY	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES6508A	T3900-R	CILG24990	HIGH SCHOOL 10TH GRADE ATTENDANCE OFC	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES6508A	T3901-R	CILG24991	HS W CNSLERS OFF	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5506ACT	T3902-R	CHFH27997	HS EAST, COUNSELORS OFC	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ESTUDIO5005AC	T3904-R	CFFH61962	ATHLETICS DIRECTOR OFF	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5008A	T3905-R	CGAH54625	ENROLLMENT	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5008A	T3906-R	CGBH57918	HS EAST, BAND	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5008A	T3907-R	CGLG48791	HS WEST, 10TH GRADE, ATTENDANCE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES8508A	T3909-R	CIGH28914	HS EAST, NORTH LOUNGE UPSTAIRS	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES8508A	T3910-R	CIGH28917	HIGH SCHOOL - MATH WING UPSTAIRS	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES8508A	T3911-R	CIFH28783	HS EAST, SOUTH LOUNGE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES8508A	T3912-R	CIFH28793	HS EAST, ENGLISH LAB	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES8508A	T3913-R	CIFH28794	HS EAST, NEW WING	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES3518A	T4040-R	CZAJ37094	BAND OFFICE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4041-R	C1LH11913	MAIN OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4042-R	C1LH11986	MAIN OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5015AC	T4043-R	CNAJ65330	MAIN OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4044-R	C2LH12551	COUNSELORS OFFICE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4045-R	C2LH12552	LIBRARY	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4046-R	C2LH12561	SCIENCE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4047-R	C2LH12563	WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4048-R	C2LH12567	WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4049-R	C2LH12607	LIBRARY COMPUTER ROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4050-R	C2LH12608	WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4051-R	C2LH12610	LOUNGE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4052-R	C2LH12613	WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4096-R	C1DJ15074	RECEPTION, FRONT OFFC	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4098-R	C2DJ15163	WING 3, RM 700 WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4099-R	C2DJ15166	RM 208	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4100-R	C2DJ15172	NEW LIBRARY WORK ROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4165-R	C1IJ18195	MAIN OFFC WORK ROOM	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4166-R	C1IJ18204	EDUCATION SERVICE CENTER, 1ST FLR	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4167-R	C1IJ18206	FRONT WORK ROOM	0.0043	0.041

OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4168-R	C1IJ18210	ATOR ELEMENTARY - MAIN OFFC WORK ROOM	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4169-R	C2IJ19971	ALCO 218/220	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4170-R	C2IJ19975	STORAGE ROOM EAST	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4171-R	C2IJ19976	KINDERGARTEN HALL	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4172-R	C2IJ19978	FRONT WORK ROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4173-R	C2IJ19985	EAST HALL EXIT	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4174-R	C2IJ19986	ATOR ELEMENTARY - WORK ROOM RM26	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4175-R	C2IJ19989	ATOR ELEMENTARY - WORK ROOM RM30	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4176-R	C2IJ19990	ATOR ELEMENTARY - FRNT WORK ROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4177-R	C2IJ19991	ROOM 23	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4178-R	C2IJ19995	FACULTY LOUNGE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES3518A	T4179-R	CZIJ11955	BAND OFFICE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4268	C1EK23612	MAIN OFFICE - ROOM 121	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4269	C1EK23613	2ND FLOOR WORKROOM	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4270	C1EK23625	MAIN OFFICE WORKROOM	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4271	C1EK23627	MAIN OFFICE WORKROOM	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4272	C2CK24280	TEACHERS LOUNGE	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4273	C2CK24285	MARTHA ASSIST ROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4274	C2CK24300	5TH GRADE HALLWAY	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4275	C2CK24312	FRONT WORKROOM 111	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4276	C2CK24376	LIBRARY	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4277	C2CK24378	SMALL WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4278	C2CK24386	LIBRARY	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4279	C2CK24389	WORKROOM 107	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5516AC	T4567	C1CL29093	FRONT OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4568	C2LK29233	LADY BUG A - WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4569	C2LK29243	HS WEST - FACULTY WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4570	C2LK29295	HS WEST - FACUTLY WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4571	C2LK29345	1ST GRADE HALL	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4572	C2LK29346	FRONT WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4573	C2LK29349	FRONT WORKROOM	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5015AC	T4578	CNLK34880	FRONT WORKROOM	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4877	C2GM40190	ANT POD	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES7518A	T4878	C2GM40226	DRAGONFLY POD	0.0043	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5525AC	T4901	CSJM47454	PAC OFFICE STE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5525AC	T4903	CSJM47462	HS E NEW WING	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5525AC	T4904	CSJM47464	WELLNESS 2ND FL	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5525AC	T4905	CSJM47515	RAM ACADEMY	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5525AC	T4906	CSJM49938	PLANT OPERATIONS	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Toshiba	ES5525AC	T4926	CSKM53552	HS E MAIN OFFICE	0.0043	0.041
OWASSO PUBLIC SCHOOLS	CONT1521-01	Duplo	12MDP210LE	G1994	081184737	LADYBUG - A WORKROOM	0.0056	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Duplo	12MDP21L	SN-000454870	000454870	DRAGONFLY POD 1 WORKROOM	0.0056	
OWASSO PUBLIC SCHOOLS	CONT1521-01	Duplo	12MDP21L	SN-030758117	030758117	TEACHERS WORKROOM ACROSS FROM LIBRARY	0.0056	

Guaranteed Maintenance Service Agreement Terms & Conditions

1. The machines listed on this form will receive service during the term of this contract, unless otherwise specified, to include the inspection, adjusting, cleaning and lubrication of machines so covered. This contract also includes repair calls, during normal business hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, as reasonably requested, necessitated by causes other than carelessness or improper handling and use of the equipment. If any piece of equipment is regularly operated during more than one eight-hour shift per day, an increase in the annual base rate may apply, at JD YOUNG'S then current rate.
2. This contract does not cover work or replacement of parts made necessary by carelessness, misuse or by accident, including the use of supplies which do not meet manufactures' specifications and which damage the equipment. Attempted inspection, repair, or adjustment of the equipment by anyone other than a representative of JD YOUNG will make this contract void.
3. Liability with respect to any property damage or injury (including death) to persons arising out of, or connected with services performed under this contract, is limited strictly to that imposed by law. There is no contract imposing any greater degree of liability of JD YOUNG or its' representatives.
4. No modification or amendment of this contract will be binding on JD YOUNG unless made in writing and signed by an officer of the Company.
5. The transfer of equipment covered by this contract to a location outside JD YOUNG'S normal servicing area will exclude it from this contract. The charges for machines transferred to a different zone within JD YOUNG'S normal servicing area during the term of this contract will be adjusted to the applicable rate for the new zone.
6. The term of this contract is for the time period indicated on the reverse side. At the end of this initial time period, this contract shall be automatically renewed at the then current maintenance rates in effect at time of renewal unless cancelled at least 30 days prior to contract ending date.
7. There shall be added to the fee for this contract any tax now or hereafter imposed on, or in connection with, the sale or delivery or furnishing of such services or materials described herein.
8. If the term of this contract exceeds twelve months, at the end of the first year of the contact and once during each successive twelve month period, JD YOUNG reserves the right to increase the price of the contract.
9. CANCELLATION: Inherent within this contract is the understanding that in order to provide this service, JD YOUNG must rely on the contract remaining in effect for the full contracted time period. Early cancellation will not result in a refund or credit to the customer. In the event the customer wishes to replace the equipment covered by this contract with new equipment purchased from JD YOUNG, full credit of any unused portion may be applied toward a service contract on the new equipment. JD YOUNG may, at its discretion, cancel equipment that is no longer serviceable due to age or condition.
10. Upon termination of this contract, the customer agrees to return unused supplies such as toner, toner waste containers, parts, ink, and masters, which were provided at no charge by JD YOUNG. If for any reason the customer does not return these items, customer agrees to pay JD YOUNG for any remaining items.
11. JD YOUNG reserves the right to cancel or deny performing service and/or supplying any products under the terms of this contract if said customer's account becomes more than 30 days delinquent. The customer will be held responsible for payment in full of invoices in arrears to reinstate coverage or, if any service is performed on the equipment listed in this Service Agreement, all charges for parts, labor and any additional charges related to the service performed. Payment in full of all charges in arrears may be required on delinquent accounts before service calls or supply orders can be made. Any delinquent accounts that are sent to a third party for collections will be held responsible for all or part of the cost incurred by JD YOUNG.
12. JD YOUNG agrees to furnish all supplies as indicated on the reverse side of this contract, to be delivered at accepted intervals in quantities as usage history dictates. JD YOUNG may add a fee to the contract to cover shipping and handling expenses incurred by providing supplies included in this contract. Toner consumption is based on manufacturer's stated yields on standard "letter size" copies. At the end of each billing cycle, the customer may be billed for any ink/toner used in excess of that required based on yields stated above.
13. The customer agrees to use the supplies provided at "no charge" on the appropriate machine(s) as indicated on the reverse side of this contract. The customer agrees not to take designated supplies from one machine to be used in another where supplies are not included as part of the maintenance contract.
14. The customer agrees to replace any supply items as a result of carelessness on the part of the operator, accidents, fire, theft, abuse, and lost or misplaced supplies. The customer must purchase any replacement of supplies as a result of the foregoing from JD YOUNG.
15. **ADDITIONAL ITEMS NOT COVERED BY THIS CONTRACT:**

A. Repair or replacement of parts and/or equipment damaged by accident, fire, food, lightning, theft, power failure, abuse, unsuitable environmental conditions, or other circumstances not under the control of JD YOUNG, including the use of an improperly phased and/or under-grounded electrical outlets.

B. Service provided at customer's request outside the principle period of maintenance, (8:00 a.m. to 5:00 p.m., Monday through Friday).

C. Service required because of inadequate facilities on site or by the failure of equipment or systems other than the equipment covered by this contract. This incudes without limitation equipment or systems furnished by telephone companies, power companies, or by other vendors of equipment, software, or programming.

D. Relocation: Upon written notice by customer and subsequent acceptance by JD YOUNG, JD YOUNG agrees to provide, at customers' expense, equipment removal relocation service at JD YOUNG'S then current rates.

E. Expenses incurred by the customer such as copies and binding due to customers' equipment being inoperative.

F. Software support, upgrades and security of customer information unless specifically listed as a covered item and proper charges applied.

Initial: **Date:**

Rev. 8.21.19

MOWTOWN OUTDOORS

Owasso Public Schools
Central Warehouse
501 E 2nd Ave.
Owasso, OK 74055

RE: Owasso Public Schools Ground Maintenance

Dear Mr. Yokley,

Thank you for giving us the opportunity to submit this proposal to provide you with ground maintenance for Owasso Public Schools.

The pricing for the proposal is outlined on Quote #137 with supporting estimates with separate pricing to show the breakdown in services offered. These are Quote #138 for Cracks, Sidewalks,Playground Spraying per year, Quote #139 for Weeding, Quote #140 Lawn Maintenance and Quote #141 for Weed Control.

Thank you again for the opportunity to submit this proposal. We are excited to continue this business relationship. Please let us know if you have any questions or concerns.

Sincerely,

Gabriel Walker
Mowtown Outdoors, LLC dba Grassolutions
P.O Box 36
Broken Arrow, OK 74011
918-346-4721
Service@mowtownoutdoors.com

Grassolutions

P.O BOX 36 | Broken Arrow, OK 74012
918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

RECIPIENT:

Owasso Public Schools
1501 North Ash Street
Owasso, Oklahoma 74055

Quote #137

Sent on _____

Total $219,620.85

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Weed Control	Spray Beds, cracks, sidewalks, playgrounds, gravel areas 5x Per Year	1	$3,285.00	$3,285.00*
Weeding	Weed all flower beds (every 2 weeks during growing season)	1	$6,996.00	$6,996.00*
Weed Control	Pre emergent, fertilizer, and weed control applied 5x Yearly	1	$56,111.25	$56,111.25*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract 21x	1	$153,228.60	$153,228.60*

Total $219,620.85

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

Grassolutions

P.O BOX 36 | Broken Arrow, OK 74012
918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

RECIPIENT:

Owasso Public Schools
1501 North Ash Street
Owasso, Oklahoma 74055

Quote #138

Sent on _____

Total $3,285.00

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Owasso High School East Campus 12901 E 86th St North Owasso	5	$85.00	$425.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- High School East Campus Athletic Areas - 12901 E 86th St North Owasso	5	$45.00	$225.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Owasso West Campus, 8800 N 129th E Ave Owasso	5	$55.00	$275.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Owasso 8th Grade Center - 13901 E 86th St North Owasso	5	$45.00	$225.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- 7th Grade Center - 1400 N Main Owasso	5	$42.00	$210.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Ator Elem - 1500 N Ash Owasso	5	$50.00	$250.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- 6th Grade Center - 8101 N 129th E Ave Owasso	5	$20.00	$100.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Bailey Elem - 10221 E 96th St North Owasso	5	$35.00	$175.00*
Weed Control	Spray Sidewalk and parking PLAYGROUND lot cracks for weeds- Barnes Elem - 7809 E 76th St. North Owasso	5	$35.00	$175.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Hodson Elem - 14500 E 86th St North Owasso	5	$55.00	$275.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Mills Elem - 8200 N 124th E Ave Owasso	5	$55.00	$275.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Morrow Elem - 12301 N 132nd E Ave. Collinsville OK	5	$0.00	$0.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Northeast Elem - 13650 E 103rd St. North Owasso	5	$30.00	$150.00*

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P.O BOX 36 | Broken Arrow, OK 74012
918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Smith Elem - 12223 E 91st St. North Owasso	5	$35.00	$175.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Stone Canyon Elem - 12223 E 91st St North Owasso	5	$50.00	$250.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- Education Service Center - 1501 N Ash Owasso	5	$0.00	$0.00*
Weed Control	Spray Sidewalk and parking lot cracks for weeds- RAM Academy/SSc - 202 E Broadway Owasso	5	$20.00	$100.00*

Total **$3,285.00**

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

Grassolutions

P.O BOX 36 | Broken Arrow, OK 74012
918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

RECIPIENT:

Owasso Public Schools
1501 North Ash Street
Owasso, Oklahoma 74055

Quote #139

Sent on _____

Total $6,996.00

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Weeding	Owasso High School East Campus 12901 E 86th St North Owasso	12	$25.00	$300.00*
Weeding	High School East Campus Athletic Areas - 12901 E 86th St North Owasso	12	$50.00	$600.00*
Weeding	Owasso West Campus, 8800 N 129th E Ave Owasso	12	$8.00	$96.00*
Weeding	Owasso 8th Grade Center - 13901 E 86th St North Owasso	12	$25.00	$300.00*
Weeding	7th Grade Center - 1400 N Main Owasso	12	$25.00	$300.00*
Weeding	Ator Elem - 1500 N Ash Owasso	12	$50.00	$600.00*
Weeding	- 6th Grade Center - 8101 N 129th E Ave Owasso	12	$20.00	$240.00*
Weeding	Bailey Elem - 10221 E 96th St North Owasso	12	$20.00	$240.00*
Weeding	Barnes Elem - 7809 E 76th St. North Owasso	12	$0.00	$0.00*
Weeding	Hodson Elem - 14500 E 86th St North Owasso	12	$50.00	$600.00*
Weeding	Mills Elem - 8200 N 124th E Ave Owasso	12	$10.00	$120.00*
Weeding	Morrow Elem - 12301 N 132nd E Ave. Collinsville OK	12	$125.00	$1,500.00*
Weeding	Northeast Elem - 13650 E 103rd St. North Owasso	12	$25.00	$300.00*
Weeding	Smith Elementary 12223 E 91st St	12	$0.00	$0.00*
Weeding	Northeast Elem - 13650 E 103rd St. North Owasso	12	$50.00	$600.00*
Weeding	Education Center 1501 N Ash Owasso, OK	12	$100.00	$1,200.00*
Weeding	RAM Academy/SSc - 202 E Broadway Owasso	12	$0.00	$0.00*

Grassolutions

P.O BOX 36 | Broken Arrow, OK 74012
918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

Total	**$6,996.00**

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

Grassolutions

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918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

RECIPIENT:

Owasso Public Schools
1501 North Ash Street
Owasso, Oklahoma 74055

Quote #140

Sent on _____

Total $7,296.60

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Owasso High School East Campus 12901 E 86th St North Owasso (8.0 acres)	8	$73.00	$584.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Owasso High School East Campus Athletic Areas - 12901 E 86th St North Owasso (8.6 acres) hand mowed around baseball and soft ball fields	8.6	$70.00	$602.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Owasso High School West Campus - 8800 N 129th E Ave Owasso (2.7 acres)	2.7	$73.00	$197.10*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Owasso 8th Grade Center - 13901 E 86th St North Owasso (11.8 acres)	11.8	$65.00	$767.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - 7th Grade Center - 1400 N Main Owasso (2.75 acres)	2.75	$72.00	$198.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Ator Elem - 1500 N Ash Owasso (3 acres)	3	$75.00	$225.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - 6th Grade Center - 8101 N 129th E Ave Owasso (7.2 acres)	7.2	$70.00	$504.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract- Bailey Elem - 10221 E 96th St North Owasso (6.1 acres)	6.1	$68.00	$414.80*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Barnes Elem - 7809 E 76th St. North Owasso (9.5 acres per contract)	12.45	$66.00	$821.70*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Hodson Elem - 14500 E 86th St North Owasso (5.2 acres)	5.2	$70.00	$364.00*

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PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Mills Elem - 8200 N 124th E Ave Owasso (4.6 acres)	4.6	$75.00	$345.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Morrow Elem - 12301 N 132nd E Ave. Collinsville OK (7.6 acres)	7.6	$70.00	$532.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Northeast Elem - 13650 E 103rd St. North Owasso (5 acres)	5	$70.00	$350.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Smith Elem - 12223 E 91st St. North Owasso (4.1 acres per contract)	5.65	$72.00	$406.80*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract-Stone Canyon Elem - 12223 E 91st St North Owasso (11.5 acres)	11.5	$66.00	$759.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - Education Service Center - 1501 N Ash Owasso (1 acre)	1	$78.00	$78.00*
Lawn Maintenance	Mow, Edge, Trim, and blow off any loose debris, also includes other services per contract - RAM Academy/SSc - 202 E Broadway Owasso (1.9 Acres)	1.9	$78.00	$148.20*

Total **$7,296.60**

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

Grassolutions

P.O BOX 36 | Broken Arrow, OK 74012
918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

RECIPIENT:

Owasso Public Schools
1501 North Ash Street
Owasso, Oklahoma 74055

Quote #141

Sent on _____

Total **$11,222.25**

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Weed Control	Pre emergent, fertilizer, and weed control - Owasso High School East Campus 12901 E 86th St North Owasso (8.0 acres)	8	$100.00	$800.00*
Weed Control	Pre emergent, fertilizer, and weed control Owasso High School East Campus Athletic Areas - 12901 E 86th St North Owasso (8.6 acres) hand mowed around baseball and soft ball fields	8.6	$100.00	$860.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Owasso West Campus, 8800 N 129th E Ave Owasso (2.7 acres)	2.7	$125.00	$337.50*
Weed Control	Pre emergent, fertilizer, and weed control applied - Owasso 8th Grade Center - 13901 E 86th St North Owasso (11.8 acres)	11.8	$100.00	$1,180.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- 7th Grade Center - 1400 N Main Owasso (2.75 acres)	2.75	$125.00	$343.75*
Weed Control	Pre emergent, fertilizer, and weed control applied -Ator Elem - 1500 N Ash Owasso (3 acres)	3	$115.00	$345.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- 6th Grade Center - 8101 N 129th E Ave Owasso (7.2 acres)	7.2	$100.00	$720.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Bailey Elem - 10221 E 96th St North Owasso (6.1 acres)	6.1	$100.00	$610.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Barnes Elem - 7809 E 76th St. North Owasso (9.5 acres per contract)	12.45	$100.00	$1,245.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Hodson Elem - 14500 E 86th St North Owasso (5.2 acres)	5.2	$115.00	$598.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Mills Elem - 8200 N 124th E Ave Owasso (4.6acres)	4.6	$115.00	$529.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Morrow Elem - 12301 N 132nd E Ave. Collinsville OK (7.6 acres)	7.6	$115.00	$874.00*

Grassolutions

P.O BOX 36 | Broken Arrow, OK 74012
918 970 0505 | lawns@grassolutions.com | www.grassolutions.com

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT PRICE	TOTAL
Weed Control	Pre emergent, fertilizer, and weed control applied- Northeast Elem - 13650 E 103rd St. North Owasso (5 acres)	5	$115.00	$575.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Smith Elem - 12223 E 91st St. North Owasso (4.1 acres per contract)	5.65	$120.00	$678.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Stone Canyon Elem - 12223 E 91st St North Owasso (11.5 acres)	11.5	$100.00	$1,150.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- Education Service Center - 1501 N Ash Owasso (1 acre)	1	$130.00	$130.00*
Weed Control	Pre emergent, fertilizer, and weed control applied- RAM Academy/SSc - 202 E Broadway Owasso (1.9 Acres)	1.9	$130.00	$247.00*

Total **$11,222.25**

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

OPS

Kerwin Koerner <kerwin.koerner@owassops.org>

2023-24 RFP Approval

Karen Davis <Karen.Davis@sde.ok.gov> Wed, Jun 7, 2023 at 11:16 AM
To: Judy Farrell <judy.farrell@owassops.org>
Cc: Kerwin Koerner <kerwin.koerner@owassops.org>, "cherie.vanlandingham" <cherie.vanlandingham@owassops.org>, Vicki Mardis <vicki.mardis@owassops.org>

TO: Owasso Public Schools 72-I011

DATE: June 7, 2023
SUBJECT: Food Service Management Company (FSMC) Request for Proposal (RFP)

Re: Food Service Management Company Contract Approval for 2023-2024 School Year. Department of Agriculture Regulation 7 CFR §210.19(a)(6), the Food Service Management Company (FSMC) contract, in addition to all supporting documentation, between Owasso Public Schools and Sodexo Management, Inc. has been reviewed by this office. The contract is determined to be in compliance with 7 CRF §250, Subpart D, as well as all other regulations governing FSMCs. Your district may now execute the contract with Sodexo Management, Inc. when desired.

This is just a reminder that the FSMC is forbidden to do anything for the school district that is above and beyond the contractual agreement. Item Q on page 13 of the contract specifically outlines this requirement.

Once the contract is signed by both parties (prior to the start date of the contract), please submit a copy of the completed contract, including all signature pages to our office if you have not already done so. You may email or fax these pages to karen.davis@sde.ok.gov or 405-521-2239, to my attention.

Thank you for your cooperation during the procurement process. If you have questions, please contact our office at 405-521-3327.

Karen Davis

Food Service Management and Audit Specialist

Child Nutrition Programs

Oklahoma State Department of Education

2500 N. Lincoln Blvd., Ste. 310

Oklahoma City, OK 73105

Main: (405) 521-3327

Office: (405) 522-5039

Fax: (405) 521-2239

OKLAHOMA Education

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:

Owasso Public Schools
Name of SFA

_____
Signature of Authorized Representative

_____
Typed Name of Authorized Representative

_____
Title

_____
Date Signed

ATTEST:

Allan Collins

Allan Collins

FOOD SERVICE MANAGEMENT COMPANY:

Sodexo Management, Inc.
Name of FSMC

Signature of Authorized Representative

Stephen Dunmore
Typed Name of Authorized Representative

Chief Executive Officer, Schools, Sodexo, North America
Title

June 1, 2023
Date Signed

Oklahoma State School Boards Association

FACILITY PLANNING SERVICES



Investing in Students & the Future

Facility planning is not about roofs, walls and windows. It's about creating a school environment that supports quality instruction and programs for students – now and for years to come. Capital investment planning is an ongoing effort, part of the strategic planning process, where board members, school leaders, faculty, staff and community members work together to align facilities with their educational vision for students.

Schools should be comfortable, safe, secure, accessible, well-lit, energy efficient and aesthetically pleasing. Districts, of course, must address timely improvements and upgrades, but that's just the beginning of what can be accomplished. Effective planning provides a valuable opportunity to reimagine how instructional space and technology can be used to enhance programming and strengthen student learning. It also allows schools to explore ways to bolster safety measures to better protect students and staff.

When communities invest in schools, they invest in the future. We're here to help you develop and successfully communicate a comprehensive capital investment plan that will garner support from local voters and transform education for your students.

OSSBA
Oklahoma State School Boards Association

OUR TEAM

CONTACT:
888.528.3571
facilityplanning@ossba.org



Dr. Joe Siano
OSSBA Associate Executive Director



Adam Rogers
OSSBA Director of Technology Services



Amber Fitzgerald
OSSBA Director of Member Engagement



Danny Jardine
OSSBA Director of Facility Planning

ABOUT OUR SERVICES

A quality capital investment plan requires collaboration, vision and time. Although the process should be ongoing, different phases of the plan will likely involve a related bond election. We recommend involving the OSSBA team at least 18 months before you would like voters to consider your measure at the polls.

ENROLLMENT FORECASTING

Effective facility planning requires school districts to address more than just the needs of current students. With enrollment forecasting, your district will receive reliable demographic data to guide your decision-making and facility planning well into the future. This service includes:

- Developing enrollment forecasts by grade for the next five years
- Preparing charts reflecting previous enrollment and projected enrollment by year for each school level
- Conducting a capacity analysis for each school building

FACILITY ASSESSMENTS

Districts should complete a thorough review of their building needs when developing a comprehensive capital investment plan. Our facility expert will carefully inspect buildings, gather input from your team, and make recommendations for addressing needed upgrades, as well as fulfilling your district's vision for education – on time and within budget. This service includes:

- Preparing needs assessments and cost estimates for each school
- Working with leadership, staff and school board to develop options that fit the district's financial capacity
- Presenting a final report to the district

TECHNOLOGY ASSESSMENTS

Technology integration plays a critical role in the education of today's students. Our technology specialist will work with your team to develop a technology plan that achieves your vision for instruction, as well as ensures you have the infrastructure in place to make it successful. This service includes:

- Prioritizing projects to maximize resources and benefits for students
- Providing recommendations for devices, infrastructure, networks and other technology solutions
- Assisting with program management and refresh planning

COMMUNITY ENGAGEMENT

No facility planning process is complete without receiving feedback from district stakeholders, including students, parents, employees and community members. Meaningful community engagement will help positively shape your plan and increase its probability for success on election day. This service includes:

- Leading community forums/small group meetings
- Facilitating focus groups for needs-assessment feedback

INFORMATION CAMPAIGN PLANNING & COMMUNICATION

Once the district plan is developed, additional communication is needed for voters to understand its value and importance. We'll help share your message with the community in a way that will inspire them to support your plan and to invest in your current and future students. This service includes:

- Developing an information-driven campaign strategy/voter engagement timeline
- Assisting with the coordination of campaign communication
- Planning a Get Out the Vote initiative
- Providing guidance about how to promote progress after the election

Oklahoma State School Boards Association

FACILITY PLANNING SERVICES

Owasso Public Schools

SELECT HERE

ENROLLMENT FORECASTING $29,406*

- Develop enrollment forecasts by grade for the next five years
- Prepare graphs and charts reflecting previous enrollment and projected enrollment by year for each school level
- Conduct capacity analysis for each school building

***based on $3/students with enrollment of 9,802**

Total:_____

Signature of District Representative _____ **Date** _____

Signature of OSSBA Representative Amber D. Fitzgerald **Date** 6/7/2023

Owasso Public Schools

Treasurers Report

as of May 31, 2023

	General Fund prior year 7/1/21 to 5/31/22	General Fund current year 7/1/22 to 5/31/23	Building Fund prior year 7/1/21 to 5/31/22	Building Fund current year 7/1/22 to 5/31/23	Child Nutrition prior year 7/1/21 to 5/31/22	Child Nutrition current year 7/1/22 to 5/31/23	Sinking Fund prior year 7/1/21 to 5/31/22	Sinking Fund current year 7/1/22 to 5/31/23
Beginning Fund Balance	7,692,263.84	9,222,088.02	1,677,855.34	3,328,034.56	1,144,882.53	2,286,586.70	16,202,175.01	4,894,011.47
Revenue								
local	22,577,048.27	25,494,582.07	3,181,653.92	3,622,045.86	235,919.97	1,693,242.72	16,559,596.97	19,642,200.64
intermediate	3,393,559.73	3,411,863.52	0.00	0.00				0.00
state	32,188,415.17	34,161,149.09	3.86	3.79	46,696.10	262,558.41	20.17	20.72
federal	4,176,514.91	5,454,927.25	2,308,071.16	1,001,698.53	4,468,537.06	2,350,755.82		
premium on bond sale							0.00	0.00
reimb/correcting entry	14,612.86	50,188.35	0.00	424.23	5,549.94	3,809.25	0.00	0.00
total revenue	**62,350,150.94**	**68,572,710.28**	**5,489,728.94**	**4,624,172.41**	**4,756,703.07**	**4,310,366.20**	**16,559,617.14**	**19,642,221.36**
Expenditures								
salary	36,424,276.68	39,137,172.65			1,252,935.18	1,497,061.40	0.00	0.00
benefits	11,649,432.98	12,459,076.18			305,476.82	444,219.95	0.00	0.00
contracted prof / tech svcs	806,168.84	1,118,292.56	18,705.94	21,450.00	11,842.50	12,484.00	0.00	0.00
property svcs	352,492.49	274,439.01	929,753.40	1,208,745.00	81,232.89	69,523.39	0.00	0.00
other purchased svcs	373,631.25	434,627.41	1,056,228.82	1,060,818.40	1,894,481.60	1,696,599.84	0.00	0.00
supplies	1,507,389.01	1,639,027.70	1,843,604.85	2,135,290.86	21,752.66	14,615.08	0.00	0.00
property	10,423.90	4,537.23	137,200.29	37,774.43	41,829.00	95,457.14	0.00	0.00
dues/fees/registration/tuition	374,505.91	376,802.78			1,431.25	1,150.00	0.00	0.00
bond principal & interest							28,271,950.00	23,018,800.00
other uses	14,759.16	10,126.69	0.00	424.23	6,306.96	8,909.25	0.00	0.00
total expenditures	**51,513,080.22**	**55,454,102.21**	**3,985,493.30**	**4,464,502.92**	**3,617,288.86**	**3,840,020.05**	**28,271,950.00**	**23,018,800.00**
Balance as of May 31st, 2023	18,529,334.56	22,340,696.09	3,182,090.98	3,487,704.05	2,284,296.74	2,756,932.85	4,489,842.15	1,517,432.83
bank balance 5-31-23		22,595,608.31		3,771,983.55		2,761,084.80		1,517,432.83
outstanding checks		(254,912.22)		(284,279.50)		(4,151.95)		0.00
cash balance 5-31-23		22,340,696.09		3,487,704.05		2,756,932.85		1,517,432.83

Owasso Public Schools
Treasurers Report

Bond Funds Summary
as of 5-31-23

	bond 31 year to date	bond 33 year to date	bond 35 year to date	bond 39 year to date	lease 04 year to date
FY 23 Beginning Fund Balance	11,002,183.59	56,181.60	24,130,016.03	3,232,412.89	2,170,636.86
Revenue					
interest	163,315.93	263.98	202,233.71	28,678.20	0.00
correcting entry	599.99	0.00	0.00	0.00	0.00
bond proceeds	0.00	0.00	0.00	0.00	0.00
total revenue	163,915.92	263.98	202,233.71	28,678.20	0.00
Expenditures	(4,113,517.56)	(53,957.84)	(14,689,102.45)	(2,309,814.09)	(2,152,626.45)
Balance as of 5-31-23	7,052,581.95	2,487.74	9,643,147.29	951,277.00	18,010.41

Owasso Public Schools **Bond and Lease Proceeds Budgets F.Y. 2023** report date 5/31/2023

project	description	Bond 31 budget	Bond 31 encumbered	Bond 31 balance	Bond 33 budget	Bond 33 encumbered	Bond 33 balance	Bond 35 budget	Bond 35 encumbered	Bond 35 balance
000	non categorical	233,754.88	16,599.99	217,154.89	45,752.21	45,062.84	689.37	579,227.15	483,329.52	95,897.63
008	business svcs	48,483.04	48,483.04	0.00	0.00	0.00	0.00	17,816.29	17,816.29	0.00
010	lease pmts	0.00	0.00	0.00	0.00	0.00	0.00	23,377,525.00	13,975,525.00	9,402,000.00
111	copiers	58,000.00	0.00	58,000.00	0.00	0.00	0.00	0.00	0.00	0.00
112	buses	920,000.00	690,152.24	229,847.76	0.00	0.00	0.00	0.00	0.00	0.00
113	technology	3,011,700.00	2,584,488.21	427,211.79	0.00	0.00	0.00	0.00	0.00	0.00
114	textbooks	2,341,253.00	2,100,904.66	240,348.34	0.00	0.00	0.00	0.00		0.00
116	uniforms/equipment	103,133.00	91,068.45	12,064.55	0.00	0.00	0.00	0.00	0.00	0.00
117	safety	226,000.00	27,979.00	198,021.00	10,681.55	8,895.00	1,786.55	0.00	0.00	0.00
119	plant operations	1,559,300.00	588,400.00	970,900.00	0.00	0.00	0.00	311,795.49	311,795.49	0.00
120	fine arts uniforms/equip	250,650.00	62,501.21	188,148.79	0.00	0.00	0.00	0.00	0.00	0.00
134	roofing district wide	333,691.00	330,000.00	3,691.00						
135	wellness center	1,534,096.61	1,534,035.48	61.13						
136	track/band project	300,000.00	285,000.00	15,000.00						
171	nurses equipment	38,985.00	29,933.90	9,051.10	0.00	0.00	0.00	0.00	0.00	0.00
172	library budgets	169,112.00	133,899.94	35,212.06	0.00	0.00	0.00	0.00	0.00	0.00
total		11,128,158.53	8,523,446.12	2,604,712.41	56,433.76	53,957.84	2,475.92	24,286,363.93	14,788,466.30	9,497,897.63

project	description	Bond 39 budget	Bond 39 encumbered	Bond 39 balance	Fund 04 budget	Fund 04 encumbered	Fund 04 balance	**Combined Budgets All Bond and Lease Funds budget**	**encumbered**	**balance**
000	non categorical	342,427.02	342,427.02	0.00	1,685,497.80	1,685,497.80	0.00	**2,886,659.06**	**2,572,917.17**	**313,741.89**
008	business svcs	87,430.69	85,650.86	1,779.83	45,380.04	45,380.00	0.04	**199,110.06**	**197,330.19**	**1,779.87**
010	lease pmts	0.00	0.00	0.00	0.00	0.00	0.00	**23,377,525.00**	**13,975,525.00**	**9,402,000.00**
111	copiers	111,072.55	59,000.00	52,072.55	0.00	0.00	0.00	**169,072.55**	**59,000.00**	**110,072.55**
112	buses	76,717.76	76,717.76	0.00	0.00	0.00	0.00	**996,717.76**	**766,870.00**	**229,847.76**
113	technology	282,948.47	282,948.43	0.04	132,606.68	131,438.40	1,168.28	**3,427,255.15**	**2,998,875.04**	**428,380.11**
114	textbooks	44,938.81	44,513.31	425.50	0.00	0.00	0.00	**2,386,191.81**	**2,145,417.97**	**240,773.84**
116	uniforms/equipment	1,104.95	1,104.95	0.00	0.00	0.00	0.00	**104,237.95**	**92,173.40**	**12,064.55**
117	safety	0.00	0.00	0.00	303,690.84	288,329.97	15,360.87	**540,372.39**	**325,203.97**	**215,168.42**
119	plant operations	2,180,569.11	2,124,289.32	56,279.79	3,461.50	3,461.50	0.00	**4,055,126.10**	**3,027,946.31**	**1,027,179.79**
120	fine arts uniforms/equip	78,857.02	23,038.73	55,818.29			0.00	**329,507.02**	**85,539.94**	**243,967.08**
134	roofing district wide							**333,691.00**	**330,000.00**	**3,691.00**
135	wellness center							**1,534,096.61**	**1,534,035.48**	**61.13**
136	track/band project							**300,000.00**	**285,000.00**	**15,000.00**
171	nurses equipment	0.00	0.00	0.00	0.00	0.00	0.00	**38,985.00**	**29,933.90**	**9,051.10**
172	library budgets	49,691.32	49,691.32	0.00	0.00	0.00	0.00	**218,803.32**	**183,591.26**	**35,212.06**
total		3,255,757.70	3,089,381.70	166,376.00	2,170,636.86	2,154,107.67	16,529.19	**40,897,350.78**	**28,609,359.63**	**12,287,991.15**

REQUEST FOR APPROVAL OF STATE AID AND/OR FEDERAL FUNDS FOR SCHOOLS

GENERAL FUND

S.A.&I. 307 (2006) OWASSO SCHOOL DISTRICT NO. I-11

DATE: 5/8/23 INITIALS: CO

To the County Clerk of Tulsa County, State of Oklahoma:

We, the undersigned duly qualified and acting officers of the Governing Board of the aforementioned school district of said County and State hereby certify that the notice of approval of the following State and/or Federal funds has been received and is currently on file in the school's business office.

1.	Indian Education	$	298,846.63
2.	Flood Control		44.10
3.	Title I		506,563.08
4.	Title II		176,229.42
5.	Title III		14,119.68
6.	Special Education		1,452,879.31
7.	Student Support		44,774.85
8.	JOM		58,445.59
9.	Other Misc Federal Revenue		2,614,228.58
10.			
11.			
12.			
13.			
	Total	$	5,166,131.24

We further certify that these funds are in addition to and in excess of the State and/or Federal funds previously appropriated for the school district. We, therefore, request that the school's appropriations be increased by the following amounts:

PURPOSE OR ITEM OF APPROPRIATION	Prior Approved Appropriations		Requested Application Of Funds		Current Approved Appropriations		Added by County Clerk	
1. Current Expense	68,916,578.36		5,166,131.24		74,082,709.60		5,166,131.24	
2. Interest Reserve	-		-		-		-	
3. Grand Total	68,916,578.36		5,166,131.24		74,082,709.60		5,166,131.24	

Submitted, by order of the Board, this _____ day of _____ 20____.

_____ _____

President of the Board Clerk

CERTIFICATE

CERTIFICATE OF COUNTY CLERK

STATE OF OKLAHOMA, COUNTY OF _____, ss:

I, the duly qualified and acting County Clerk in and for the said County and State, do hereby certify that I have added the requested amounts to the appropriations of the school district in the manner requested by the School's Board of Education.

Done at _____ Oklahoma, this _____ day of _____ 20____.

_____

County Clerk

(SEAL) By _____Deputy

Owasso Public Schools

Effective 7-1-23 through 6-30-24

Support Salary Scales

Fiscal Year 2023-24 Proposed

step	board clerk admin assistant (annual)	payroll/hr/ finance/ 12 month specialist (hourly)	twelve month admin assistant (hourly)	ten month admin assistant (hourly)	health aide (hourly)	para 1 teaching assistant (hourly	para 2 severe / profound (hourly)	technology specialist (annual)	technology technician/ student info technician (hourly)	Security Officer (hourly)	supervisor maintenance/ custodial (annual)	custodian (hourly)	maintenance/ warehouse (hourly)
0	36,659	18.75	14.50	13.65	14.05	14.05	15.05	45,368	17.70	16.20	35,256	13.20	15.75
1	37,302	19.10	14.75	13.90	14.25	14.25	15.25	46,368	17.95	16.50	35,776	13.45	16.00
2	37,945	19.45	15.00	14.15	14.45	14.45	15.45	47,368	18.20	16.80	36,296	13.70	16.25
3	38,588	19.80	15.25	14.40	14.65	14.65	15.65	48,368	18.45	17.10	36,816	13.95	16.55
4	39,231	20.15	15.50	14.65	14.85	14.85	15.85	49,368	18.70	17.40	37,336	14.20	16.75
5	40,057	20.60	15.85	15.00	15.15	15.15	16.15	50,551	19.05	17.80	38,064	14.55	17.10
6	40,792	21.00	16.15	15.30	15.40	15.40	16.40	51,551	19.38	18.10	38,688	14.85	17.40
7	41,527	21.40	16.45	15.60	15.65	15.65	16.65	52,551	19.65	18.40	39,312	15.15	17.70
8	42,262	21.80	16.75	15.90	15.90	15.90	16.90	53,551	19.95	18.70	39,936	15.45	18.00
9	42,997	22.20	17.05	16.20	16.15	16.15	17.15	54,551	20.25	19.00	40,560	15.75	18.30
10	43,916	22.70	17.26	16.60	16.50	16.50	17.50	55,735	20.65	19.40	41,392	16.15	18.70
11	44,743	23.15	17.80	16.95	16.80	16.80	17.80	56,735	21.00	19.70	42,120	16.50	19.05
12	45,570	23.60	18.15	17.30	17.10	17.10	18.10	57,735	21.35	20.00	42,848	16.85	19.40
13	46,397	24.05	18.50	17.60	17.40	17.40	18.40	58,735	21.70	20.30	43,576	17.20	19.75
14	47,224	24.50	18.85	18.00	17.70	17.70	18.70	59,735	22.00	20.60	44,304	17.55	20.10
15	48,051	24.95	19.20	18.35	18.00	18.00	19.00	60,735	22.40	21.00	44,928	17.90	20.40
16	49,062	25.50	19.65	18.80	18.40	18.40	19.40	61,919	22.85	21.50	45,968	18.35	20.90
17	49,888	25.95	20.00	19.15	18.70	18.70	19.70	62,919	23.20	22.00	46,696	18.70	21.25
18	50,715	26.40	20.35	19.50	19.00	19.00	20.00	63,919	23.55	22.50	47,424	19.05	21.60
19	51,542	26.85	20.70	19.85	19.30	19.30	20.30	64,919	23.90	23.00	48,152	19.40	21.95
20	52,369	27.30	21.05	20.20	19.60	19.60	20.60	65,919	24.25	23.50	48,880	19.75	22.30
21	53,196	27.75	21.40	20.55	19.90	19.90	20.90	66,919	24.60	24.00	49,608	20.10	22.65
22	54,023	28.20	21.75	20.90	20.20	20.20	21.20	67,919	24.95	24.50	50,336	20.45	23.00
23	54,850	28.65	22.10	21.25	20.50	20.50	21.50	68,919	25.30	25.00	51,064	20.80	23.35
24	55,677	29.10	22.45	21.60	20.80	20.80	21.80	69,919	25.65	25.50	51,792	21.05	23.70
25	56,504	**29.55**	**22.80**	**21.95**	**21.10**	**21.10**	**22.10**	70,919	**26.00**	**26.00**	52,520	**21.50**	**24.05**
26	57,331	**30.00**	**23.15**	**22.30**	**21.40**	**21.40**	**22.40**	71,919	**26.35**	**26.50**	53,248	**21.85**	**24.40**
days per year	245	245	245	varies	176	176	176	245	245	180	260	260	260
hours/ day	7.5	7.5	7.5	7.0	7.0	7.0	7.0	7.5	8.0	8.0	8.0	8.0	8.0

Owasso Public Schools

Effective 7-1-23 through 6-30-24

Support Salary Scales

Fiscal Year 2023-24 Proposed

Transportation

step	mechanic I (hourly)	mechanic II (hourly)	bus driver (hourly)	bus aide (hourly)	crossing guard (hourly)
0	15.95	17.95	15.55	12.00	13.35
1	16.20	18.20	15.80	12.20	13.50
2	16.45	18.45	16.05	12.40	13.75
3	16.70	18.70	16.30	12.60	13.95
4	16.95	18.95	16.55	12.80	14.15
5	17.30	19.30	16.90	13.10	14.45
6	17.60	19.60	17.25	13.35	14.70
7	17.90	19.90	17.60	13.60	14.95
8	18.20	20.20	17.95	13.85	15.20
9	18.50	20.50	18.30	14.10	15.45
10	18.90	20.90	18.75	14.45	15.80
11	19.25	21.25	19.15	14.75	16.10
12	19.60	21.60	19.55	15.05	16.40
13	19.95	21.95	19.95	15.35	16.70
14	20.30	22.30	20.35	15.65	17.00
15	20.65	22.65	20.75	15.95	17.30
16	21.10	23.10	21.25	16.35	17.70
17	21.45	23.45	21.65	16.65	18.00
18	21.80	23.80	22.05	16.95	18.30
19	22.05	24.15	22.45	17.25	18.60
20	22.50	24.50	22.85	17.55	18.90
21	22.85	24.85	23.25	17.85	19.20
22	23.20	25.20	23.65	18.15	19.50
23	23.55	25.55	24.05	18.45	19.80
24	23.90	25.90	24.45	18.75	20.10
25	**24.25**	**26.25**	**24.85**	**19.05**	**20.40**
26	**24.60**	**26.60**	**25.25**	**19.35**	**20.70**
days/year	260	260	173	173	173
hours/day	8.0	8.0	varies	varies	varies

Owasso Public Schools
Support Salary Scales
Fiscal Year 2023-24 Proposed
Child Nutrition

step	category 1 food service worker/cashier (hourly)	category 3 cook/production (hourly)	category 4 manager in training (hourly)	category 5 manager elementary satellite (hourly)	category 5 manager secondary satellite (hourly)	category 5 manager full production (hourly)	category 5 manager elementary contained (hourly)	category 6 van driver warehouse 10 month (hourly)	category 6 maintenance/ varehouse/driver 12 month (hourly)
0	11.70	11.95	13.20	14.20	15.20	16.20	15.70	13.20	14.70
1	11.99	12.24	13.53	14.55	15.58	16.60	16.09	13.53	15.06
2	12.28	12.54	13.86	14.91	15.96	17.01	16.48	13.86	15.43
3	12.58	12.85	14.20	15.28	16.35	17.43	16.89	14.20	15.81
4	12.89	13.17	14.55	15.65	16.76	17.86	17.31	14.55	16.21
5	13.31	13.59	15.01	16.14	17.27	18.40	17.84	15.01	16.71
6	13.64	13.93	15.38	16.54	17.70	18.86	18.28	15.38	17.12
7	13.97	14.27	15.75	16.94	18.13	19.32	18.72	15.75	17.54
8	14.31	14.62	16.14	17.36	18.58	19.79	19.19	16.14	17.97
9	14.66	14.97	16.54	17.78	19.03	20.28	19.66	16.54	18.41
10	15.12	15.44	17.04	18.32	19.60	20.88	20.24	17.04	18.96
11	15.42	15.74	17.37	18.68	19.99	21.29	20.64	17.37	19.33
12	15.72	16.05	17.71	19.05	20.38	21.71	21.04	17.71	19.71
13	16.02	16.36	18.06	19.42	20.78	22.13	21.46	18.06	20.10
14	16.33	16.68	18.41	19.80	21.18	22.57	21.88	18.41	20.49
15	16.65	17.01	18.77	20.19	21.60	23.01	22.31	18.77	20.89
16	17.08	17.44	19.24	20.68	22.12	23.57	22.84	19.24	21.40
17	17.41	17.78	19.62	21.09	22.56	24.03	23.29	19.62	21.82
18	17.75	18.12	20.00	21.50	23.00	24.50	23.75	20.00	22.25
19	18.09	18.48	20.39	21.92	23.45	24.98	24.21	20.39	22.68
20	18.44	18.83	20.79	22.35	23.91	25.47	24.69	20.79	23.13
21	18.71	19.11	21.09	22.67	24.26	25.84	25.05	21.09	23.47
22	18.99	19.39	21.40	23.01	24.61	26.22	25.42	21.40	23.81
23	19.27	19.67	21.71	23.35	24.96	26.60	25.79	21.71	24.15
24	19.55	19.95	22.02	23.69	25.31	26.98	26.16	22.02	24.49
25	**19.83**	**20.23**	**22.33**	**24.03**	**25.66**	**27.36**	**26.53**	**22.33**	24.83
26	**20.11**	**20.51**	**22.64**	**24.37**	**26.01**	**27.74**	**26.90**	**22.64**	25.17
days/year	175	175	178	178	178	178	178	176	260
hours/day	6.00	6.00	6.00	6.00	6.00	8.00	8.00	8.00	8.00

Owasso Public Schools

Support Salary Scales

Fiscal Year 2023-24 Proposed

Additional Scales

step	Accompanist (hourly)	lunchroom monitor (hourly)
0	15.00	10.65
1	15.25	10.90
2	15.50	11.15
3	15.75	11.40
4	16.00	11.65
5	16.25	11.90
6	16.50	
7	16.75	

Owasso Public Schools

Effective 7-1-22 through 6-30-23

Support Salary Scales

Fiscal Year 2022-23

step	board clerk admin assistant (annual)	payroll/hr/ finance/ 12 month specialist (hourly)	twelve month admin assistant (hourly)	ten month admin assistant (hourly)	health aide (hourly)	para 1 teaching assistant (hourly	para 2 severe / profound (hourly)	technology specialist (annual)	technology technician/ student info technician (hourly)	Security Officer (hourly)	supervisor maintenance/ custodial (annual)	custodian (hourly)	maintenance/ warehouse (hourly)
0	36,291	18.55	14.30	13.45	13.85	13.85	14.85	45,000	17.50	16.00	34,840	13.00	15.55
1	36,934	18.90	14.55	13.70	14.05	14.05	15.05	46,000	17.75	16.30	35,360	13.25	15.80
2	37,577	19.25	14.80	13.95	14.25	14.25	15.25	47,000	18.00	16.60	35,880	13.50	16.05
3	38,220	19.60	15.05	14.20	14.45	14.45	15.45	48,000	18.25	16.90	36,400	13.75	16.30
4	38,863	19.95	15.30	14.45	14.65	14.65	15.65	49,000	18.50	17.20	36,920	14.00	16.55
5	39,506	20.30	15.55	14.70	14.85	14.85	15.85	50,000	18.75	17.50	37,440	14.25	16.80
6	40,241	20.70	15.85	15.00	15.10	15.10	16.10	51,000	19.08	17.80	38,064	14.55	17.10
7	40,976	21.10	16.15	15.30	15.35	15.35	16.35	52,000	19.35	18.10	38,688	14.85	17.40
8	41,711	21.50	16.45	15.60	15.60	15.60	16.60	53,000	19.65	18.40	39,312	15.15	17.70
9	42,446	21.90	16.75	15.90	15.85	15.85	16.85	54,000	19.95	18.70	39,936	15.45	18.00
10	43,181	22.30	16.86	16.20	16.10	16.10	17.10	55,000	20.25	19.00	40,560	15.75	18.30
11	44,008	22.75	17.40	16.55	16.40	16.40	17.40	56,000	20.60	19.30	41,288	16.10	18.65
12	44,835	23.20	17.75	16.90	16.70	16.70	17.70	57,000	20.95	19.60	42,016	16.45	19.00
13	45,662	23.65	18.10	17.20	17.00	17.00	18.00	58,000	21.30	19.90	42,744	16.80	19.35
14	46,489	24.10	18.45	17.60	17.30	17.30	18.30	59,000	21.65	20.20	43,472	17.15	19.70
15	47,316	24.55	18.80	17.95	17.60	17.60	18.60	60,000	22.00	20.60	44,096	17.50	20.00
16	48,143	25.00	19.15	18.30	17.90	17.90	18.90	61,000	22.35	21.00	44,928	17.85	20.40
17	48,969	25.45	19.50	18.65	18.20	18.20	19.20	62,000	22.70	21.50	45,656	18.20	20.75
18	49,796	25.90	19.85	19.00	18.50	18.50	19.50	63,000	23.05	22.00	46,384	18.55	21.10
19	50,623	26.35	20.20	19.35	18.80	18.80	19.80	64,000	23.40	22.50	47,112	18.90	21.45
20	51,450	26.80	20.55	19.70	19.10	19.10	20.10	65,000	23.75	23.00	47,840	19.25	21.80
21	52,277	27.25	20.90	20.05	19.40	19.40	20.40	66,000	24.10	23.50	48,568	19.60	22.15
22	53,104	27.70	21.25	20.40	19.70	19.70	20.70	67,000	24.45	24.00	49,296	19.95	22.50
23	53,931	28.15	21.60	20.75	20.00	20.00	21.00	68,000	24.80	24.50	50,024	20.30	22.85
24	54,758	28.60	21.95	21.10	20.30	20.30	21.30	69,000	25.15	25.00	50,752	20.65	23.20
days per year	245	245	245	varies	176	176	176	245	245	180	260	260	260
hours/ day	7.5	7.5	7.5	7.0	7.0	7.0	7.0	7.5	7.5	8.0	8.0	8.0	8.0

Owasso Public Schools

Effective 7-1-22 through 6-30-23

Support Salary Scales

Fiscal Year 2022-23

Transportation

step	mechanic I (hourly)	mechanic II (hourly)	bus driver (hourly)	bus aide (hourly)	crossing guard (hourly)
0	15.75	17.75	15.35	11.80	13.15
1	16.00	18.00	15.60	12.00	13.30
2	16.25	18.25	15.85	12.20	13.55
3	16.50	18.50	16.10	12.40	13.75
4	16.75	18.75	16.35	12.60	13.95
5	17.00	19.00	16.60	12.80	14.15
6	17.30	19.30	16.95	13.05	14.40
7	17.60	19.60	17.30	13.30	14.65
8	17.90	19.90	17.65	13.55	14.90
9	18.20	20.20	18.00	13.80	15.15
10	18.50	20.50	18.35	14.05	15.40
11	18.85	20.85	18.75	14.35	15.70
12	19.20	21.20	19.15	14.65	16.00
13	19.55	21.55	19.55	14.95	16.30
14	19.90	21.90	19.95	15.25	16.60
15	20.25	22.25	20.35	15.55	16.90
16	20.60	22.60	20.75	15.85	17.20
17	20.95	22.95	21.15	16.15	17.50
18	21.30	23.30	21.55	16.45	17.80
19	21.65	23.65	21.95	16.75	18.10
20	22.00	24.00	22.35	17.05	18.40
21	22.35	24.35	22.75	17.35	18.70
22	22.70	24.70	23.15	17.65	19.00
23	23.05	25.05	23.55	17.95	19.30
24	23.40	25.40	23.95	18.25	19.60
days/year	260	260	173	173	173
hours/day	8.0	8.0	varies	varies	varies

Owasso Public Schools

Effective 7-1-22 through 6-30-23

Support Salary Scales

Fiscal Year 2022-23

Child Nutrition

	category 1 food service worker/cashier	category 3 cook/production	category 4 manager in training	category 5 manager elementary satellite	category 5 manager secondary satellite	category 5 manager full production	category 5 manager elementary contained	category 6 van driver warehouse 10 month	category 6 maintenance/ warehouse/driver 12 month
	(hourly)	(hourly)	(hourly)	(hourly)	(hourly)	(hourly)	(hourly)	(hourly)	(hourly)
step									
0	11.50	11.75	13.00	14.00	15.00	16.00	15.50	13.00	14.50
1	11.79	12.04	13.33	14.35	15.38	16.40	15.89	13.33	14.86
2	12.08	12.34	13.66	14.71	15.76	16.81	16.28	13.66	15.23
3	12.38	12.65	14.00	15.08	16.15	17.23	16.69	14.00	15.61
4	12.69	12.97	14.35	15.45	16.56	17.66	17.11	14.35	16.01
5	13.01	13.29	14.71	15.84	16.97	18.10	17.54	14.71	16.41
6	13.34	13.63	15.08	16.24	17.40	18.56	17.98	15.08	16.82
7	13.67	13.97	15.45	16.64	17.83	19.02	18.42	15.45	17.24
8	14.01	14.32	15.84	17.06	18.28	19.49	18.89	15.84	17.67
9	14.36	14.67	16.24	17.48	18.73	19.98	19.36	16.24	18.11
10	14.72	15.04	16.64	17.92	19.20	20.48	19.84	16.64	18.56
11	15.02	15.34	16.97	18.28	19.59	20.89	20.24	16.97	18.93
12	15.32	15.65	17.31	18.65	19.98	21.31	20.64	17.31	19.31
13	15.62	15.96	17.66	19.02	20.38	21.73	21.06	17.66	19.70
14	15.93	16.28	18.01	19.40	20.78	22.17	21.48	18.01	20.09
15	16.25	16.61	18.37	19.79	21.20	22.61	21.91	18.37	20.49
16	16.58	16.94	18.74	20.18	21.62	23.07	22.34	18.74	20.90
17	16.91	17.28	19.12	20.59	22.06	23.53	22.79	19.12	21.32
18	17.25	17.62	19.50	21.00	22.50	24.00	23.25	19.50	21.75
19	17.59	17.98	19.89	21.42	22.95	24.48	23.71	19.89	22.18
20	17.94	18.33	20.29	21.85	23.41	24.97	24.19	20.29	22.63
21	18.21	18.61	20.59	22.17	23.76	25.34	24.55	20.59	22.97
22	18.49	18.89	20.90	22.51	24.11	25.72	24.92	20.90	23.31
23	18.77	19.17	21.21	22.85	24.46	26.10	25.29	21.21	23.65
24	19.05	19.45	21.52	23.19	24.81	26.48	25.66	21.52	23.99
days/year	175	175	178	178	178	178	178	176	260
hours/day	6.00	6.00	6.00	6.00	6.00	8.00	8.00	8.00	8.00

Owasso Public Schools

Support Salary Scales

Fiscal Year 2022-23

Additional Scales

step	Accompanist (hourly)	lunchroom monitor (hourly)
0	15.00	10.65
1	15.25	10.90
2	15.50	11.15
3	15.75	11.40
4	16.00	11.65
5	16.25	11.90
6	16.50	
7	16.75	

Owasso Public Schools **Administrative/Coordinator Salary Scales** **Fiscal Year 2022-23**

step	asst supt/ cfo	executive director	director	assistant director	principal high school	principal middle/ hs assoc	principal elementary	asst principal high school	asst principal middle	asst principal elementary	coordinator
0	93,826	86,537	81,615	67,285	86,026	73,761	71,953	66,744	64,380	61,889	65,204
1	94,906	87,607	82,705	70,279	87,091	74,821	73,023	67,804	65,440	62,949	66,264
2	96,418	88,988	83,991	71,358	88,465	75,977	74,147	68,843	66,426	63,903	67,292
3	98,247	90,389	85,310	72,448	89,860	77,153	75,292	69,892	67,433	64,868	68,341
4	99,507	91,823	86,640	73,560	91,277	78,351	76,447	70,963	68,461	65,854	69,401
5	101,094	93,278	88,002	74,693	92,725	79,570	77,635	72,055	69,511	66,850	70,483
6	102,704	94,755	89,387	75,838	94,195	80,810	78,844	73,168	70,571	67,868	71,657
7	104,345	96,253	90,793	77,004	95,686	82,072	80,064	74,291	71,662	68,906	72,842
8	106,019	97,783	92,237	78,203	97,209	83,354	81,316	75,436	72,758	69,956	74,048
9	107,726	99,345	93,681	79,413	98,753	84,658	82,578	76,602	73,878	71,026	75,285
10	109,454	100,929	95,164	80,645	100,329	85,994	83,873	77,800	75,012	72,118	76,555
11	111,214	102,534	96,679	81,898	101,938	87,340	85,189	79,008	76,178	73,231	77,825
12	113,007	104,182	98,216	83,174	103,567	88,718	86,527	80,238	77,365	74,365	79,116
13	114,821	105,851	99,774	84,471	105,228	90,117	87,886	81,489	78,563	75,510	80,429
14	117,759	107,552	101,366	85,800	106,911	91,548	89,266	82,761	79,793	76,676	81,762
15	118,569	109,275	102,979	87,141	108,626	92,990	90,678	84,054	81,033	77,874	83,150
16	120,480	111,040	104,625	88,515	110,383	94,474	92,112	85,379	82,008	79,082	84,525
17	122,435	112,827	106,303	89,899	112,162	95,968	93,567	86,714	83,587	80,312	85,933
18	124,422	114,646	108,004	91,316	113,961	97,495	95,055	88,082	84,902	81,563	87,352
19	126,453	116,497	109,737	92,766	115,804	99,053	96,563	89,470	86,227	82,835	88,803
20	127,571	117,605	110,865	93,894	116,906	100,150	97,671	90,567	87,324	83,932	91,309
21	129,644	119,488	112,631	95,376	118,770	101,740	99,201	91,977	88,659	85,225	92,369
22	130,941	120,683	113,757	96,330	119,958	102,757	100,193	92,897	89,546	86,077	93,293
23	132,250	121,890	114,895	97,293	121,157	103,785	101,195	93,826	90,442	86,938	94,226
contract days	245	245	245	245	245	210	210	200	200	200	245

administrators with 24 or more years of experience will receive a $1,700 stipend

Owasso Public Schools **Administrative/Coordinator Salary Scales** **Fiscal Year 2023-24**

Draft for Board Consideration

step	asst supt/ cfo	executive director	director	assistant director	principal high school	principal middle/ hs assoc	principal elementary	asst principal high school	asst principal middle	asst principal elementary	coordinator
0	96,826	89,537	84,615	70,285	89,026	76,761	74,953	69,744	67,380	64,889	68,204
1	97,906	90,607	85,705	73,279	90,091	77,821	76,023	70,804	68,440	65,949	69,264
2	99,418	91,988	86,991	74,358	91,465	78,977	77,147	71,843	69,426	66,903	70,292
3	101,247	93,389	88,310	75,448	92,860	80,153	78,292	72,892	70,433	67,868	71,341
4	102,507	94,823	89,640	76,560	94,277	81,351	79,447	73,963	71,461	68,854	72,401
5	105,094	97,278	92,002	78,693	96,725	83,570	81,635	76,055	73,511	70,850	74,483
6	106,704	98,755	93,387	79,838	98,195	84,810	82,844	77,168	74,571	71,868	75,657
7	108,345	100,253	94,793	81,004	99,686	86,072	84,064	78,291	75,662	72,906	76,842
8	110,019	101,783	96,237	82,203	101,209	87,354	85,316	79,436	76,758	73,956	78,048
9	111,726	103,345	97,681	83,413	102,753	88,658	86,578	80,602	77,878	75,026	79,285
10	114,454	105,929	100,164	85,645	105,329	90,994	88,873	82,800	80,012	77,118	81,555
11	116,214	107,534	101,679	86,898	106,938	92,340	90,189	84,008	81,178	78,231	82,825
12	118,007	109,182	103,216	88,174	108,567	93,718	91,527	85,238	82,365	79,365	84,116
13	119,821	110,851	104,774	89,471	110,228	95,117	92,886	86,489	83,563	80,510	85,429
14	122,759	112,552	106,366	90,800	111,911	96,548	94,266	87,761	84,793	81,676	86,762
15	123,569	114,275	107,979	92,141	113,626	97,990	95,678	89,054	86,033	82,874	88,150
16	126,480	117,040	110,625	94,515	116,383	100,474	98,112	91,379	88,008	85,082	90,525
17	128,435	118,827	112,303	95,899	118,162	101,968	99,567	92,714	89,587	86,312	91,933
18	130,422	120,646	114,004	97,316	119,961	103,495	101,055	94,082	90,902	87,563	93,352
19	132,453	122,497	115,737	98,766	121,804	105,053	102,563	95,470	92,227	88,835	94,803
20	133,571	123,605	116,865	99,894	122,906	106,150	103,671	96,567	93,324	89,932	97,309
21	135,644	125,488	118,631	101,376	124,770	107,740	105,201	97,977	94,659	91,225	98,369
22	136,941	126,683	119,757	102,330	125,958	108,757	106,193	98,897	95,546	92,077	99,293
23	138,250	127,890	120,895	103,293	127,157	109,785	107,195	99,826	96,442	92,938	100,226
24	140,051	129,558	122,472	104,728	128,815	111,221	108,597	101,134	97,706	94,158	101,618
contract days	245	245	245	245	245	210	210	200	200	200	245

administrators with 25 or more years of experience will receive a $1,700 stipend

Analysis of Current Per Diem Rates

as of May 2023

District	in state rate	out of state rate
Owasso	25.00	45.00
Jenks	45.00	60.00
Broken Arrow	GSA.gov	GSA.gov
Bixby	60.00	GSA.gov
Tulsa	GSA.gov	GSA.gov
Union	60.00	75.00
Enid	50.00	50.00
Bartlesville	55.00	55.00
Norman	45.00	60.00
Muskogee	50.00	70.00
Choctaw	GSA.gov	GSA.gov
Edmond	GSA.gov	GSA.gov
Lawton	GSA.gov	GSA.gov
Mid-Del	GSA.gov	GSA.gov
Mustang	GSA.gov	GSA.gov
Putnam City	GSA.gov	GSA.gov
Sapulpa	GSA.gov	GSA.gov
Yukon	GSA.gov	GSA.gov

Current GSA.gov rates are $64.00 per day for Oklahoma City and $59.00 per day for the rest of Oklahoma

Policy Changes
2023-2024

Employee Travel Expense Reimbursement (4.01): Language has been revised in section 3. c. to adjust per diem to $55 per day of travel within the state of Oklahoma and to $60 per day of travel outside the state of Oklahoma.

Employee Travel Expense Reimbursement (4.01) – Redlined Version

Statement of Policy

Expenses incurred by individuals for travel on behalf of the School District should be reimbursed by the School District. Reimbursement to individuals should be made upon approval by the Board of Education after proper presentation of supporting documentation, as defined below.

Definitions

Terms used in this policy are defined as follows:

1. "Travel" means transportation arrangements made or incurred by car, airplane, train, bus or other means or hotel accommodations and meals*, for the purposes of advancing the interests of the School District. Travel may be within or without the School District. Travel does not mean transportation to and from the employee's residence or abode to the School District for employment.

2. "Employee" means any person employed by the School District or a member of the board acting in his capacity as a board member on behalf of the School District.

3. "Expenses" means any actual indebtedness incurred and paid by an individual employee on behalf of the School District, for the benefit of the School District or for the purpose of advancing the interests of the School District, with the intention of being reimbursed by the School District.

   Expenses may include, but are not limited to, these items:

   a. Roundtrip coach airfare and baggage fees. Every effort should be made to make travel plans as far in advance of the trip as possible so discount fares may be arranged. The District will pay up to the cost of a 14-day advance ticket. If the cost exceeds that amount, the employee will be responsible for the balance. Any exception to this procedure must be authorized in advance of ticketing by the Superintendent or designee. Local transportation may also include bus, taxi, train fares and car rentals.

   b. Mileage for the use of a personal vehicle will only be reimbursed if a school owned vehicle is not available. The mileage basis for transportation reimbursement for use of a privately-owned vehicle shall be in accordance with the prevailing rate established by the Internal Revenue Service. If an employee drives a personal vehicle for out-of-state meetings, mileage will be reimbursed in the amount of the lesser of the two rates. Toll fees and parking fees are reimbursable with receipts. No receipt is required when traveler is utilizing the PikePass automated payment process.

   c. Meals for employees attending education conferences or school business trips will cover food costs incurred by the employee while in travel status. Employees will pay for their own meals while in travel status. Employees will be paid by the School District a per diem rate of ~~$25~~$55 per day for travel within the state of Oklahoma and

~~$45~~$60 per day for travel outside the state of Oklahoma. Exceptions to this per diem rate will be provided in writing to the employee previous to the travel window. Possible exceptions may include: when a conference registration fee also includes all meals, when the employee travels only a partial day, etc.

d. Lodging will be reimbursed for the same number of nights as the conference is in session. For example, if a conference begins Friday morning and concludes at noon on Sunday, the reimbursement will be made for a maximum of three nights lodging. If additional night(s) are necessary because of unusual circumstances, or particularly remote locations, arrangements should be approved in advance by the Superintendent or his designee, not to exceed one additional night. Receipts are required.

e. Conference or registration fees.

4. Receipt" means an invoice document issued by a vendor which has been paid as an expense by an employee. A receipt must contain the following information:
   a. date indebtedness incurred;

   b. amount paid;

   c. amount of indebtedness;

   d. the purpose of the indebtedness including an itemized description of the goods or services purchased; and

   e. the name, address and telephone number of the vendor.

A credit card slip alone is not a receipt.

1. "Supporting documentation" means a memorandum to the board containing a request for reimbursement and explanation of the reason for the expense. All receipts for which reimbursement is sought and a travel claim must be attached to the memorandum.

2. "Travel claim" is a document prepared by an employee who seeks reimbursement which contains the following information:

   a. dates entering and ending travel status;

   b. points of travel;

   c. mileage to and from destination(s) when personally owned vehicle is used;

   d. air, bus or train fares when public transportation is used;

   e. parking fees, taxi fares, car rentals and turnpike fees;

f. per diem rate established by the board of education;

g. purpose, time, location and those in attendance for meals;

h. motel and hotel expenses;

i. registration fees and meeting expenses;

j. other school business expenses such as telephone calls, tips, etc., which properly occur during the time an employee is in travel status;

k. encumbrance to be charged for expense; and

l. by whom the travel activity was approved.

3. "Credit card slip" is the customer's copy of the credit card charge form. A credit card slip alone is not a receipt. To qualify as a receipt a credit card slip must be attached to a supporting invoice issued by the vendor which contains all the information required of a receipt.

4. "Vendor" means the individual or entity that provided the goods or services to the School District for which reimbursement is sought and a receipt for payment has been issued.

Procedure for Reimbursement

To obtain reimbursement for travel expenses the employee must:

1. Prepare supporting documentation to the board of education with attached receipts and travel claims. Requests for reimbursement with insufficient or incomplete documentation will be denied.

2. Submit supporting documentation with attachments to the board treasurer. The board treasurer and superintendent of schools or his designee will review the memorandum and attachments for completeness and accuracy. If the memorandum is complete and accurate the board treasurer will advise the board clerk to list the reimbursement request as an agenda item on the next available board meeting.

3. At the next available board meeting the board will consider the reimbursement request and authorize the board treasurer to issue a warrant to reimburse the employee for the amounts, if any, deemed appropriate by the board. The board has absolute discretion to deny the request or approve it in whole or in part. The board's decision is final.

4. The board treasurer will issue the warrants for reimbursement authorized by the board as soon as is practicable following the board's action.

Other Issues

1. A request for reimbursement must be made within thirty (30) days after the vendor's invoice is issued. Notwithstanding this time limitation, all requests for reimbursement must be made prior to the end of the fiscal year in which the vendor's invoice was issued and services rendered, and it must be submitted in sufficient time to allow the board to take action at its last regular meeting of the fiscal year. Reimbursement requests not complying with these requirements will be denied unless unusual circumstances are presented to and approved by the board.

2. Reimbursements issued by the board are only for the actual amount of out of pocket expenses paid by the employee. No additional charges may be added by the employee and the employee may not obtain a warrant for funds he or she expects to pay or incur in the future.

3. Any interpretation of this policy shall be made solely by the Board of Education and shall be binding in all respects.

4. Violation of any of the provisions of this policy may result in dismissal or nonrenewal.

5. If an employee drives a personal vehicle for out-of-state meetings, mileage reimbursement shall not exceed the cost of flying coach with a 30-day advance purchased ticket.

Employee Travel Expense Reimbursement (4.01) – Revised Version

Statement of Policy

Expenses incurred by individuals for travel on behalf of the School District should be reimbursed by the School District. Reimbursement to individuals should be made upon approval by the Board of Education after proper presentation of supporting documentation, as defined below.

Definitions

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1. "Travel" means transportation arrangements made or incurred by car, airplane, train, bus or other means or hotel accommodations and meals*, for the purposes of advancing the interests of the School District. Travel may be within or without the School District. Travel does not mean transportation to and from the employee's residence or abode to the School District for employment.

2. "Employee" means any person employed by the School District or a member of the board acting in his capacity as a board member on behalf of the School District.

3. "Expenses" means any actual indebtedness incurred and paid by an individual employee on behalf of the School District, for the benefit of the School District or for the purpose of advancing the interests of the School District, with the intention of being reimbursed by the School District.

   Expenses may include, but are not limited to, these items:

   a. Roundtrip coach airfare and baggage fees. Every effort should be made to make travel plans as far in advance of the trip as possible so discount fares may be arranged. The District will pay up to the cost of a 14-day advance ticket. If the cost exceeds that amount, the employee will be responsible for the balance. Any exception to this procedure must be authorized in advance of ticketing by the Superintendent or designee. Local transportation may also include bus, taxi, train fares and car rentals.

   b. Mileage for the use of a personal vehicle will only be reimbursed if a school owned vehicle is not available. The mileage basis for transportation reimbursement for use of a privately-owned vehicle shall be in accordance with the prevailing rate established by the Internal Revenue Service. If an employee drives a personal vehicle for out-of-state meetings, mileage will be reimbursed in the amount of the lesser of the two rates. Toll fees and parking fees are reimbursable with receipts. No receipt is required when traveler is utilizing the PikePass automated payment process.

   c. Meals for employees attending education conferences or school business trips will cover food costs incurred by the employee while in travel status. Employees will pay for their own meals while in travel status. Employees will be paid by the School District a per diem rate of $55 per day for travel within the state of Oklahoma and

$60 per day for travel outside the state of Oklahoma. Exceptions to this per diem rate will be provided in writing to the employee previous to the travel window. Possible exceptions may include: when a conference registration fee also includes all meals, when the employee travels only a partial day, etc.

d. Lodging will be reimbursed for the same number of nights as the conference is in session. For example, if a conference begins Friday morning and concludes at noon on Sunday, the reimbursement will be made for a maximum of three nights lodging. If additional night(s) are necessary because of unusual circumstances, or particularly remote locations, arrangements should be approved in advance by the Superintendent or his designee, not to exceed one additional night. Receipts are required.

e. Conference or registration fees.

4. Receipt" means an invoice document issued by a vendor which has been paid as an expense by an employee. A receipt must contain the following information:
   a. date indebtedness incurred;

   b. amount paid;

   c. amount of indebtedness;

   d. the purpose of the indebtedness including an itemized description of the goods or services purchased; and

   e. the name, address and telephone number of the vendor.

A credit card slip alone is not a receipt.

5. "Supporting documentation" means a memorandum to the board containing a request for reimbursement and explanation of the reason for the expense. All receipts for which reimbursement is sought and a travel claim must be attached to the memorandum.
6. "Travel claim" is a document prepared by an employee who seeks reimbursement which contains the following information:
   a. dates entering and ending travel status;

   b. points of travel;

   c. mileage to and from destination(s) when personally owned vehicle is used;

   d. air, bus or train fares when public transportation is used;

   e. parking fees, taxi fares, car rentals and turnpike fees;

   f. per diem rate established by the board of education;

g. purpose, time, location and those in attendance for meals;

h. motel and hotel expenses;

i. registration fees and meeting expenses;

j. other school business expenses such as telephone calls, tips, etc., which properly occur during the time an employee is in travel status;

k. encumbrance to be charged for expense; and

l. by whom the travel activity was approved.

7. "Credit card slip" is the customer's copy of the credit card charge form. A credit card slip alone is not a receipt. To qualify as a receipt a credit card slip must be attached to a supporting invoice issued by the vendor which contains all the information required of a receipt.

8. "Vendor" means the individual or entity that provided the goods or services to the School District for which reimbursement is sought and a receipt for payment has been issued.

Procedure for Reimbursement

To obtain reimbursement for travel expenses the employee must:

1. Prepare supporting documentation to the board of education with attached receipts and travel claims. Requests for reimbursement with insufficient or incomplete documentation will be denied.

2. Submit supporting documentation with attachments to the board treasurer. The board treasurer and superintendent of schools or his designee will review the memorandum and attachments for completeness and accuracy. If the memorandum is complete and accurate the board treasurer will advise the board clerk to list the reimbursement request as an agenda item on the next available board meeting.

3. At the next available board meeting the board will consider the reimbursement request and authorize the board treasurer to issue a warrant to reimburse the employee for the amounts, if any, deemed appropriate by the board. The board has absolute discretion to deny the request or approve it in whole or in part. The board's decision is final.

4. The board treasurer will issue the warrants for reimbursement authorized by the board as soon as is practicable following the board's action.

Other Issues

1. A request for reimbursement must be made within thirty (30) days after the vendor's invoice is issued. Notwithstanding this time limitation, all requests for reimbursement must be made prior to the end of the fiscal year in which the vendor's invoice was issued and services rendered, and it must be submitted in sufficient time to allow the board to take action at its last regular meeting of the fiscal year. Reimbursement requests not complying with these requirements will be denied unless unusual circumstances are presented to and approved by the board.

2. Reimbursements issued by the board are only for the actual amount of out of pocket expenses paid by the employee. No additional charges may be added by the employee and the employee may not obtain a warrant for funds he or she expects to pay or incur in the future.

3. Any interpretation of this policy shall be made solely by the Board of Education and shall be binding in all respects.

4. Violation of any of the provisions of this policy may result in dismissal or nonrenewal.

5. If an employee drives a personal vehicle for out-of-state meetings, mileage reimbursement shall not exceed the cost of flying coach with a 30-day advance purchased ticket.

OSIG
Oklahoma Schools Insurance Group

Board of Directors

Terry Davidson, Chairman
Finance Director: Comanche Schools

Sherry Durkee, Vice Chairman
Superintendent: Sand Springs Schools

Dr. John Cox, Treasurer
Superintendent: Peggs 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

Executive Director

Rick Thomas

June 7, 2023

Rich & Cartmill
P O Box 957
Owasso, OK 74055

RE: Owasso Independent Schools

Dear Oklahoma Schools Insurance Group (OSIG) Agent:

Attached is the Oklahoma Schools Insurance Group (OSIG) proposal for your school client. Please review the quotation carefully and let us know if you have any questions or changes.

Important Items:

- Coverages available in OSIG: Property, Boiler, Crime, Automobile, General Liability, School Board Legal Liability, Employee Benefit Liability, Cyber Liability, Pollution Liability and Deadly Weapon Protection
- Optional increased deductible quotes can be provided upon request.
- Members can mitigate risk and increase savings by changing obsolete buildings to Actual Cash Value (ACV) or Debris Removal Only (DRO). DRO is a great option for buildings that would not be replaced if damaged.
- The non-profit structure of our program aids in stabilizing rates. OSIG retains the underwriting profit and investment income, and is designed to be a long term insurance solution for Oklahoma schools.
- Gallagher, the administrator for OSIG, brings a level of expertise to the table that make you and your schools feel comfortable.

We urge you to be prepared and understand the importance of OSIG's excellent financial condition.

For the 2023-2024 plan year, we are requiring the resolution to be signed by the member's Board of Education and returned to OSIG in order to bind coverage effective July 1, 2023.

Please feel free to contact us to discuss this proposal and conditions in the marketplace in detail. We are here to assist you in protecting your school's districts.

Sincerely,

OSIG Program Administration

OSIG
OKLAHOMA SCHOOLS INSURANCE GROUP

Board of Directors

Terry Davidson,
Chairman
Finance Director:
Comanche Schools

Sherry Durkee,
Vice Chairman
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Center

Jeremy Hogan,
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Member
Superintendent:
Merritt Schools

Jason Lindley,
Member
Superintendent:
Hartshorne Schools

Executive Director

Rick Thomas

June 7, 2023

Dr. Margaret Coates
Owasso Independent Schools
1501 North Ash
Owasso, OK 74055

RE: Membership Proposal Effective 07/01/2023

Dear Dr. Margaret Coates:

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 537 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 07/01/2023 to 7/1/2024 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 June 30, 2023 in order to bind coverage effective July 1, 2023.

Loss control, risk management services and specialized insurance coverages included in OSIG program are:

- Enhanced Property and Liability Coverage
- Cyber Liability, Crime, Pollution, School Violent Acts Protection
- Online training in many different areas for your school employees
- Loss Control Site Surveys/Safety Inspections
- Member Only Risk Management Library at osig.org
- StopIt Anonymous Incident Reporting mobile and web app

Sincerely,
OSIG Program Administration

OSIG
Oklahoma Schools Insurance Group

Revised

Owasso Independent Schools
1501 North Ash
Owasso, OK 74055

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown	
Property:	$1,040,813
Boiler & Machinery:	$4,545
Auto Physical Dmg:	$29,685
General Liability:	$54,744
Auto Liability:	$73,012
Educators Legal:	$54,745
Excess Liability:	$0
Total Annual:	**$1,257,544**

A 25% minimum earned premium applies.

Agent's Commission = 7.0%

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
Total Values	$8,305,772	$8,036,800	$8,178,930	$8,564,430	$304,892,209	$319,985,133
Premium	$209,701	$213,859	$211,813	$243,506	$1,115,872	$1,257,336
Distribution	$0	$0	$9,678	$0	$0	$0

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
102	$3,249,527	$428,864	13.20%

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students 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 three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/23
Installment #2	1/3 of total	due 8/1/23
Installment #3	1/3 of total	due 9/1/23

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061

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OKLAHOMA SCHOOLS INSURANCE GROUP

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Coverages

OSIG provides a full range of property and liability coverages with the exception of workers compensation. Crime and Cyber Liability coverages are included in pool limits.

Property

- Full Replacement Cost - Except Roofs over 15 years old and Autos, Contractors Equipment & Debris Removal Only 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 $1,000,000,000
- 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 - 120 days $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.

- $250,000 Property Deductible Per Occurrence
- $350,000 Property Deductible Per Occurrence- Windstorm / Hail
- $1,000 Boiler / Machinery Deductible per Occurrence
- $10,000 Terrorism Deductible Per Occurrence
- $50,000 Flood, Earthquake and Pollution

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Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061

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OKLAHOMA SCHOOLS INSURANCE GROUP

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General Liability

- $1,000,000 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/PTO's included for coverage if funds flow through school's books.

School Board Legal Liability

- Claims-Made Form
- $1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Errors And Omissions Liability including Educational Errors And Omissions
- 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
- $10,000 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

- $1,000,000 Limit Per Occurrence (subject to the Governmental Tort Claims Act)
- Bodily Injury And Property Damage
- Includes Hired and Non-Owned Exposures
- Includes Uninsured and Underinsured Motorists (Oklahoma Minimum Limits)
- 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.

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.

P. O. Box 3068
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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
- eCRIME
    - $75,000 Annual Aggregate for Fraudulent Instruction
    - $75,000 Annual Aggregate for Funds 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

Deadly Weapon Protection

- Claims Made Form
- $500,000 Limit Per Occurrence
- $2,500,000 Annual Aggregate
- $10,000 Deductible
- Must notify OSIG within 90 days of receiving notice of a covered accident

Note: Per Occurrence Limits are shared limits except as otherwise indicated.

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OSIG
Oklahoma Schools Insurance Group

Property Schedule

Report Printed: 06/07/2023 03:40 pm

Owasso Independent Schools

Location	Occupied As	Bldg Value	Contents Val
101 East 96th St. N	Bailey Elementary Main Building	$11,032,203	$1,917,778
101 East 96th St. N	Classroom Addition	$819,032	$150,993
101 East 96th St. N	Parking lot lights	$14,898	
12301 East 91st St.	Hayward Smith Elementary Main building	$8,599,831	$1,527,206
12301 East 91st St.	Parking lot lights	$14,898	
12301 N 132nd E A	Morrow Elementary Main Building	$20,560,050	$2,056,005
12301 N 132nd E A	Sign	$35,952	
12901 East 86th St.	Artificial turf in Multi-Pur Bldg	$393,225	
12901 East 86th St.	Baseball Concessions	$163,645	$33,233
12901 East 86th St.	Baseball field artificial turf	$842,625	
12901 East 86th St.	Baseball field dugouts	$10,886	
12901 East 86th St.	Baseball field fence	$48,131	
12901 East 86th St.	Baseball field lights	$118,035	
12901 East 86th St.	Baseball field scoreboard	$9,455	
12901 East 86th St.	Baseball Hitting Canopy	$84,262	
12901 East 86th St.	Baseball locker rooms	$470,306	$93,970
12901 East 86th St.	Baseball stadium w/press box	$25,211	
12901 East 86th St.	Baseball weight room	$171,896	$24,065
12901 East 86th St.	Fieldhouse	$1,280,851	$268,157
12901 East 86th St.	Football Field Artificial Turf	$828,536	
12901 East 86th St.	Girls Softball Stadium, inc-press box/bleachers/dugout/6 Light poles with lights/scoreboard/fence/concession stand/restrooms	$595,904	
12901 East 86th St.	Gym Scoreboard	$115,743	
12901 East 86th St.	High School Main Bldg w/Gym & Auditoriu	$45,198,405	$8,400,877
12901 East 86th St.	Marquee	$51,569	
12901 East 86th St.	Multi Purpose Building	$4,438,527	$57,298
12901 East 86th St.	New Parking Lot Lights	$16,090	
12901 East 86th St.	New Stad Concession Stand	$429,739	$85,948
12901 East 86th St.	New Vo Ag Building	$1,147,116	$231,463
12901 East 86th St.	Owasso Stadium	$1,404,375	
12901 East 86th St.	Practice Gym	$2,471,700	$112,350
12901 East 86th St.	Softball field turf	$617,925	
12901 East 86th St.	Softball Hitting Canopy	$28,088	
12901 East 86th St.	Softball locker rooms	$470,352	$93,970
12901 East 86th St.	Stadium fence	$112,350	
12901 East 86th St.	Stadium lights	$119,091	
12901 East 86th St.	Stadium parking lot lights	$40,223	
12901 East 86th St.	Stadium Press box	$89,386	
12901 East 86th St.	Stadium restrooms 2@	$229,194	
12901 East 86th St.	Stadium ticket booths	$29,795	
12901 East 86th St.	Stadium Video Tron Scoreboard System	$1,157,205	
12901 East 86th St.	Stadium west lot lights	$53,861	
12901 East 86th St.	Track & Soccer Building	$1,194,101	$238,362
12901 East 86th St.	Track building	$125,483	$25,211
12901 East 86th St.	Track Infield artificial turf	$842,625	
12901 East 86th St.	Track w/ bleachers & fence	$124,911	
12901 East 86th St.	Vo-ag show barn	$916,776	$91,678
12901 East 86th St.	Wellness Center	$9,144,841	$914,484
13650 E. 103rd St.	Classroom Addition	$2,750,328	$581,007
13650 E. 103rd St.	Northeast Elementary Main Building	$8,630,165	$1,473,374
13650 E. 103rd St.	Parking Lot Lights	$23,836	
13901 East 86th St.	8th Grade Center Main Bldg w/Gym	$13,260,423	$2,396,541

Owasso Independent Schools

Location	Occupied As	Bldg Value	Contents Val
13901 East 86th St.	Media Center & Admin	$1,820,070	$321,789
13901 East 86th St.	New Gymnasioum	$3,033,450	$609,656
13901 East 86th St.	Parking lot lights & poles	$8,939	
13901 East 86th St.	Tennis Courts	$357,543	
14500 East 86th St.	Classroom Addition	$770,092	$159,519
14500 East 86th St.	Pamela Hodson Elementary Main Building	$10,098,052	$1,785,336
14500 East 86th St.	Parking lot lights	$14,898	
14500 East 86th St.	Portable classroom	$182,897	$36,579
1500 No. Ash	Ator Heights Elem Main Building w/gym	$6,633,677	$1,373,795
1500 No. Ash	Classroom Addition	$1,910,770	$354,339
1500 No. Ash	Gymnasium	$2,584,050	$112,350
1500 No. Ash	Outside walk-in freezer	$18,695	$8,594
1501 No. Ash	Administration Building	$6,188,238	$410,078
202 East Broadway	Kindergarten building	$364,014	$0
202 East Broadway	New Gymnasium	$960,896	$11,235
202 East Broadway	Ram Academy Main Build, Media Center	$5,197,816	$908,827
301 East 1st St.	Transportation Building Office & shop	$605,072	$121,473
501 E. 2nd Ave	Plant Operations Building	$5,629,719	$783,843
501 E. 2nd Ave	Plant Operations Metal Building	$7,735	$1,146
7305 No 177th E Av	Stone Canyon Elementary Main Building	$16,673,864	$3,334,773
7809 E. 76th St. No.	Barnes Elementary Main Building	$13,953,870	$2,446,679
7809 E. 76th St. No.	Marquee Sign	$23,836	
7809 E. 76th St. No.	Parking lot lights	$64,289	
8101 No. 129th E. A	6th Grade Center Main Building w/gym	$13,872,574	$2,452,691
8101 No. 129th E. A	Classroom Addition	$587,731	$108,351
8101 No. 129th E. A	Parking lot lights	$23,836	
8200 No. 124th E. A	Canopy	$29,795	
8200 No. 124th E. A	Classroom Addition	$758,362	$139,808
8200 No. 124th E. A	Mills Elementary Main Building w/gym	$9,155,407	$1,612,098
8200 No. 124th E. A	Parking lot lights	$14,325	
86th St. No. & Main	7th Grade Center Main Building	$11,546,372	$2,182,106
86th St. No. & Main	Ator Field Football Stadium	$264,582	
86th St. No. & Main	Classroom Addition	$4,095,158	$705,460
86th St. No. & Main	Commons Add - Science Lab	$4,246,830	$754,048
86th St. No. & Main	District Woodshop	$547,819	$109,564
86th St. No. & Main	Field House	$1,041,165	$208,232
86th St. No. & Main	Frame Storage Building	$85,948	$0
86th St. No. & Main	Frame Storage Building	$85,948	$0
86th St. No. & Main	New Band Building	$728,028	$111,113
86th St. No. & Main	Parking lot lights @ band room	$5,959	
86th St. No. & Main	Stadium concession stand	$57,756	$1,348
86th St. No. & Main	Stadium dressing room	$57,642	
86th St. No. & Main	Stadium lights	$103,137	
86th St. No. & Main	Stadium restrooms	$14,440	
86th St. No. & Main	Stadium scoreboard	$23,539	
8800 No. 129th E. A	High School West Campus	$17,484,806	$3,460,829
8800 No. 129th E. A	Parking lot lights	$23,836	
		$283,311,532	**$45,399,629**

Floater Limit	$550,000	Auto Values:	$9,467,711
EDP Limit	$1,675,000	Total Values:	$341,403,872
Extra Expense Limit	$1,000,000		

OSIG
Oklahoma Schools Insurance Group

Auto Schedule

Report Printed: 06/07/2023 03:40 pm

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
1	1991	WWW 16'	Horse Trailer		11WES1622MW179502	$2,000
2	2001	WWW 16'	Stock Trailer		11WES14221W262135	$5,000
3	1997	Ford	F350 Pickup		1FTJW35FXVEC28809	$2,000
4	2000	Chevy	C2500 Pickup		1GCGC24R1YR193468	$7,000
5	2003	Chevy	K3500 Pickup		1GCJK33103F116305	$10,000
6	2003	Alumline	Stock Trailer		1A9LG212932241007	$3,000
7	2004	Chevy	Colorado Pickup		1GCCS14864814394	$8,000
8	2005	International	Bus	27	4DRBUAAL35B978379	$24,000
9	2003	Lowes	8' Trailer w/Welder		VOAG01	$600
10	1982	Thomas	Trailer		OPS001	$1,500
11	1982	Thomas	Trailer		OPS002	$1,500
12	1992	Thomas	Trailer		OPS003	$2,000
13	2004	Home Made	Trailer		OPSJD001	$4,000
14	2003	Home Made	Trailer		OPSJD002	$5,000
15	2000	MAH	Trailer w/Welder		OPSJD003	$4,000
16	2006	Chevy	Suburban		2GKEC16ZB6J144279	$18,000
17	2007	Kentucky	Band Trailer		1KKVE532X7L224246	$34,000
18	2008	Chevy	Suburban		3GNFC16J68G226646	$20,000
19	2008	Chevy	Suburban		3GNFC16J18G224271	$20,000
20	2007	Chevy	Malibu		1G1ZS58F37F308254	$6,000
21	2008	Ford	F250 Vo-Ag Pickup		1FTSW21R18EB47961	$25,000
22	2009	Texas Bragg	Dump Trailer		17XFD122X81087087	$5,000
23	2006	Freightliner	Sprinter Van		W12240641625395058	$7,000
24	2010	Cimmaron	Lonestar Trailer		5PASG2425AC006745	$18,000
25	2011	International	Bus	71	4DRBUAAN7BB315152	$60,000
26	2011	International	Bus	71	4DRBUAAN0BB315154	$60,000
27	2010	International	Bus	71	4DRBUAAL7AB244273	$60,000
28	2011	International	Bus	71	4DRBUAANXBB315159	$60,000
29	2011	International	Bus	71	4D4BUAAN8BB315161	$60,000
30	2011	International	Bus	71	4DRBUAAN4BB315156	$60,000
31	2011	International	Bus	71	4DRBUAAN6BB315160	$60,000
32	2011	International	Bus	71	4DRBUAAN9BB315153	$60,000
33	2011	International	Bus	71	4DRBUAAN6BB315157	$60,000
34	2010	Chevy	Suburban		1GNUCHE06AR126500	$24,000
35	2010	Ford	F150 Pickup		1FTEW1E80AFB24177	$21,000
36	2010	Miller Time	Trailer		1M9BU102XAN631926	$3,000
37	2012	International	Bus	48	4DRBUAAN1CB537073	$71,000
38	2011	Lonestar	Trailer		5PASG2420BC007206	$18,000
39	2011	Starlight	Trailer		13YFS1826BC115721	$2,000
40	2001	Great Dane	Band Trailer		1GRAA06251B126313	$15,000
41	2012	Chevy	Express Van		1GC5GAFX2C1172186	$14,000
42	2013	International	Bus	71	4DRBUAANXDB297944	$60,000
43	2013	International	Bus	71	4DRBUAAN6DB297939	$60,000
44	2013	International	Bus	71	4DRBUAAN6DB297942	$60,000
45	2013	International	Bus	71	4DRBUAAN4DB297941	$60,000
46	2013	International	Bus	71	4DRBUAAN2DB297940	$60,000
47	2013	Interstate	14' Box Trailer		4RACS1423DC036808	$3,000
48	2013	Ford	F350 Van Food Truck		1FDWE3FL3DDA91306	$25,000
49	2013	Ford	F150 Pickup		1FTFWIEF8DKF57325	$24,000
50	2013	Starlight	Trailer		13YFS1826DC119027	$2,000
51	2014	Chevy	Suburban		1GNSKJE7XER193606	$36,000
52	2014	Chevy	Pickup		1GCRCTEC9EZ172329	$19,000

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
53	2013	International	Bus	71	4DRBUAANQDB297967	$64,000
54	2013	International	Bus	71	4DRBUAANQDB297966	$64,000
55	2014	Chevy	Suburban		1GNSC5EOGER193545	$36,000
56	2014	International	Bus	71	4DRBUC8NXFB659694	$77,000
57	2014	International	Bus	71	4DRBUC8N3FB659696	$77,000
58	2014	International	Bus	71	4DRBUC8N8FB659693	$77,000
59	2014	International	Bus	71	4DRBUC8N1FB659695	$77,000
60	2014	Thomas	Bus	71	4UZABRDTXFCGK5633	$77,000
61	2014	Thomas	Bus	71	4UZABRDT1FCGK5634	$77,000
62	2014	Thomas	Bus	71	4UZABRDT3FCGK5635	$77,000
63	2014	Thomas	Bus	71	4UZABRDT5FCGK5636	$77,000
64	2008	Ford	Pickup		2FTSW21528EE527371	$13,000
65	1997	Concession	Trailer		C71627V	$5,000
66	2005	Northwest	Trailer		TA9LG212932241007	$20,000
67	2013	Lowes	6x12 Trailer		4YMVL1218DT007073	$1,400
68	2012	Lowes	4x60 Trailer		4YMVL0618CT019601	$600
69	2016	Thomas	Bus	77	4UZABRDT5GCHF5686	$72,000
70	2016	Thomas	Bus	77	4UZABRDT3GCHF5685	$72,000
71	2016	International	Bus-Special Ed	28	4DRBUC8L5GB128628	$82,000
72	2016	International	Bus	77	4DRBUC8N1GB128630	$72,000
73	2015	Showstar	Stock Model Trailer		5PASB1626GC009619	$18,000
74	2016	Thomas	Special Ed Bus	24	4UZABRDT0GCHF5837	$79,000
75	2017	Thomas	Bus	71	4UZABRDT0HCHS5789	$77,000
76	2017	Thomas	Bus	71	4UZABRDT7HCHS5790	$77,000
77	2017	Thomas	Bus	71	4UZABRDT9HCHS5791	$77,000
78	2017	Thomas	Bus	71	4UZABRDT0HCHS5792	$77,000
79	2017	International	Bus	71	4DRBUC8N8HB659342	$71,000
80	2017	International	Bus	71	4DRBUC8NXHB659343	$71,000
81	2017	International	Bus	71	4DRBUC8N1HB659344	$71,000
82	2017	International	Bus	71	4DRBUC8N3HB659345	$71,000
83	2017	International	Bus	71	4DRBUC8N5HB659346	$71,000
84	2017	International	Bus	71	4DRBUC8N8HB485997	$71,000
85	2017	International	Bus	71	4DRBUC8N6HB485996	$71,000
86	2017	International	Bus	30	4DRBUC8N6HB659341	$84,000
87	2016	Collins	Special Ed Bus	16	1GB3GSBG2G1293990	$57,000
88	2016	Collins	Special Ed Bus	14	1GB3GSBG2G1254087	$52,000
89	2017	Thomas	Bus	46	1T7Y84E20H1106227	$148,000
90	2017	Thomas	Bus	46	1T7Y84E22H1106228	$148,000
91	2017	Thomas	Bus	46	1T7Y84E25H1106885	$148,000
92	2016	Chevy	Impala		2G1WA5E39G1139087	$17,000
93	2017	Chevy	Suburban		1GNSCKEC9HR128962	$38,000
94	2017	Chevy Express	Van	8	1GNWGFFG8H1121675	$27,000
95	2016	Collins	Bus	14	1GB3GSBG9G1290827	$53,000
96	2013	International	Bus	71	4DRBUAAN8DB297943	$60,000
97	2017	Ford F250	Pickup		1FT7W2BT3HEC30212	$44,000
98	2017	Collins	Bus	14	1GB3GRBG9H1221369	$55,000
99	2017	Thomas	Bus	71	4UZABRFC4JCJG3942	$80,000
100	2017	Thomas	Bus	71	4UZABRFC6JCJG3943	$80,000
101	2018	Chevy	Suburban		1GNSCKEC7JR226698	$39,000
102	2011	Ford	F250 Pickup		1FT7W2BT1BEC05753	$28,000
103	2018	Ford	F250 Pickup		1FT7W2B64JEC24290	$70,000
104	2018	International	Bus	77	4DRBUC8N9KB36602	$85,000
105	2018	International	Bus	77	4DRBUC8N7KB366203	$85,000
106	2018	International	Bus	77	4DRBUC8N0KB366204	$85,000
107	2018	International	Bus	77	4DRBUC8N1KB147283	$85,000
108	2018	Collins	Bus	14	1GB3GSBG1G129998	$65,000
109	2018	Nissan	NV200 Cargo Van		3N6CM0KN6JK693691	$19,000
110	2018	Nissan	NV2500 Cargo Van		1N6AF0LY8JN807985	$33,000
111	2018	Nissan	Rogue SUV		KNMAT2MV3JP586344	$23,000

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
112	2019	Thomas	Bus	53	4UZABPFD1KCJZ3709	$89,000
113	2019	Thomas	Bus	53	4UZABPFD3KCJZ3713	$81,000
114	2019	Thomas	Bus	71	4UZABRFC8KCKT8471	$86,000
115	2019	Thomas	Bus	71	4UZABRFCXKCKT8472	$86,000
116	2019	Thomas	Bus	71	4UZABRFC1KCKT8473	$86,000
117	2019	Thomas	Bus	71	4UZABRFC3KCKT8474	$86,000
118	2016	Chevy	Silverado		1GC1KUEGXGF229353	$36,850
119	2016	Chevy	Silverado		1GC1KUEG1GF264024	$36,850
120	2019	Chevy	Suburban		1GNSCKEC6KR194540	$40,000
121	2019	Chevy	Suburban		1GNSCKEC0KR194534	$40,000
122	2018	Chevy	Box Truck W/Lift		1HA3GTCG1JN010183	$38,000
123	2018	Collins	Bus	14	3C7WRVKG4JE112285	$86,000
124	2018	Collins	Bus	14	1GB3GRBG2J1288627	$69,000
125	2018	Collins	Bus	14	1GB3GRBG9J1287135	$69,000
126	2020	Thomas	Bus	71	4UZABRFC9LCLJ5494	$89,000
127	2020	Thomas	Bus	71	4UZABRFC0LCLJ5495	$89,000
128	2020	Thomas	Bus	71	4UZABRFC2LCLJ5496	$89,000
129	2020	International	Bus	71	4DRBUPWNXLB172629	$90,000
130	2020	International	Bus	71	4DRBUC8N2LB252366	$90,000
131	2020	International	Bus	71	4DRBUC8N4LB252367	$90,000
132	2019	Ford	F150 Pickup		1FTEW1E55kkE52581	$34,229
133	2021	International	Bus	71	4DRBUC8N2MB324684	$90,816
134	2021	International	Special Ed Bus	27	4DRBUC8N8MB272722	$105,585
135	1999	Flatbed	Trailer		40HC51824W56013	$3,000
136	2002	Chevy	K2500 Pickup		1GCHK29U72E216576	$8,000
137	2002	Chevy	Suburban		1GNEC16Z92J319751	$8,000
138	2020	International		71	4DRBUC8N1MB212975	$93,000
139	2020	International	Bus	71	4DRBUC8N8MB212973	$93,000
140	2020	International	Bus	71	4DRBUC8N2MB212970	$93,000
141	2020	International	Bus	71	4DRBUC8N6MB212972	$93,000
142	2020	International	Bus	71	4DRBUC8N4MB212971	$93,000
143	2020	International	Bus	71	4DRBUC8N4MB212968	$93,000
144	2020	International	Bus	71	4DRBUC8N3MB212976	$93,000
145	2020	International	Bus	71	4DRBUC8NXMB212974	$93,000
146	2020	International	Bus	71	4DRBUC8N5MB212977	$93,000
147	2020	International	Bus	71	4DRBUC8N6MB212969	$93,000
148	2022	International	Bus	71	4DRBUC8N9NB6626763	$106,500
149	2022	International	Bus	71	4DRBUC8N0NB662764	$108,500
150	2021	Dodge	RAM-1500 Tradesman		3C6RR7KT0MG587693	$35,100
151	2021	Chevy	Suburban		1GNSKBKD0MR374132	$48,300
152	2021	Chevy	Suburban		1GNSCAED1MR358654	$42,800
153	2021	Ram	Promaster Van		3C6MRVJG4ME514552	$46,945
154	2020	Collins	Bus	14	1GB3GSBG7L1267055	$63,243
155	2021	Ford	F150 Pickup		1FTFW1E50MFB02520	$34,539
156	2021	Ford	F150		1FTFW1E56MFB95785	$39,935
157	2022	International	IC Bus	71	4DRBUC8N8NB260815	$93,990
158	2022	International	IC Bus	71	4DRBUC8N6NB260814	$93,990
159	2022	International	Special Ed Bus w/lift	35	4DRBUC8N1NB260803	$108,091
160	2022	Chevy	Express Box Truck		1HA3GTC79NN000345	$41,839
161	2007	Chevy	Pickup		3GCEK13M07G543228	$11,000
162	2005	International	Bus	56	4DRBUAA968250048	$15,000
163	2003	Ford	Econoline Food Truck		1FDWE35L24HA24870	$3,000
164	2005	Chevy	Malibu		1G1ZS52F95F148158	$7,000
165	2007	Lufkin	53' Dry Van Trailer		1L01A532671165049	$22,000
166	2024	International	Bus	71	4DRBUC8NXR3178638	$108,823
167	2024	International	Bus	71	4DRBUC8N1RB178639	$108,823
168	2024	International	Bus	71	4DR80C8N8RB178640	$108,823
169	2024	International	Bus	71	4DRBUC8NXRB178641	$108,823
170	2024	International	Bus	71	4DR80C8N1R8178642	$108,823

Owasso Independent Schools

Vehicle No	Year	Make	Model	Capacity	VIN	Actual Value
171	2023	Collins	Mini Bus	14	1GB3GSB76P1105164	$98,000
172	2024	International	Special Ed Bus w/Lift	35	DRBUC8N4RB591039	$124,728
173	2022	Ford	F350 Super-Duty Flatbed		1FD8W3HN2NEF89349	$55,166

Total Value of All Autos for Owasso Independent Schools: **$9,467,711**

OSIG
Oklahoma Schools Insurance Group

Revised

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 18 years, OSIG's membership has grown to 537 and the program insures more than $25 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 Arthur J. Gallagher & Company in Tulsa to administer the program. Gallagher 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 schools' property, your students, and patrons.

The strength of the liability portion of OSIG's offering is also important during these tough times. The program is backed by the foremost specialist in school liability insurance in the country. United Educators Insurance Company is second to none.

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 schools' assets, your board, your staff and most importantly your children.

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061

OSIG
Oklahoma Schools Insurance Group

Revised

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 6/30/22 was more than $7.8 million and our assets were more than $39 million.

We believe in complete transparency. We submit to an annual financial audit each year end and share the operating results at our annual members meeting held 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 6/30/22*		
Cash	$	28,499,096
Other Assets	$	11,453,895
Total Assets	$	39,952,991
Total Liabilities	$	32,096,253
Total Net Assets/Surplus	$	7,856,738

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 www.ok.gov/oid. Your school's auditor can help in analyzing the statements.

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061

OSIG
Oklahoma Schools Insurance Group

Revised

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 $1,000,000,000 for property losses and $1,000,000 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.

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 ▪ Toll Free 866-444-0061

OSIG
Oklahoma Schools Insurance Group

Revised
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 and return to OSIG in order to bind coverage effective 07/01/2023.

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 three (3) payment plan option is available.

Installment #1	1/3 of total	due 7/1/23
Installment #2	1/3 of total	due 8/1/23
Installment #3	1/3 of total	due 9/1/23

A 25% minimum earned premium applies.

Risk Management And Loss Control Tools

Loss Control Site Consultation
StopIt Anonymous Incident Reporting Mobile App & Web App
Risk Management focused website www.osig.org
Examples of Online training:
Free of charge to all members of OSIG
Online 24/7 access to training
Training modules include:

- Promoting Child Safe Environments - two training platforms
  (Fulfills legislative mandate for child abuse awareness training)
- Workplace Harassment Prevention
- Short Term International Programs
- Teaching Science Safely
- Contracting and Risk Allocation
- Driver Safety
- Youth Athletics
- Crisis Response Planning

P. O. Box 3068
Tulsa, OK 74101-3068
Phone 918-764-1686 • Toll Free 866-444-0061

OSIG
Oklahoma Schools Insurance Group

Revised

Contacts For Questions

Coverage Questions

Your Local Agent or:

Jennifer McKenzie
Arthur J. Gallagher Risk Management Services Inc. - Tulsa
5314 S Yale Avenue, Suite 900
Tulsa, OK 74135
Phone: 918-764-7137
Toll-Free: 866-444-0061
Fax: 866-420-0695
Email: jennifer_mckenzie@ajg.com

Eastern Oklahoma Schools (East of I-35)
Guy Griggs
Keystone Insurance
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

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

OSIG
OKLAHOMA SCHOOLS INSURANCE GROUP

Resolution of Owasso Independent 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, Owasso Independent 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 2023-2024 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, Owasso Independent 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: _____

Owasso Independent Schools By:

_____
President, Board of Education

Attest:

_____
Clerk, Board of Education

OSAG

Oklahoma School Assurance Group

Owasso School District
Attn: Margaret Coates
1501 N Ash St
Owasso, OK 74055

May 30, 2023

Re: 2023-2024 OSAG Workers' Compensation Insurance Quote
The policy will automatically renew on 7/1/23 – No action needed.

Dear Margaret Coates,

Thank you for helping to make OSAG the largest provider of workers' compensation to public schools in Oklahoma. Your 2023-2024 OSAG renewal quote is as follows:

2023-2024 OSAG Premium ***BEFORE*** Discounts:	$235,028.00
Membership Dividend/Scheduled Credits for 2023-2024:	$20,000.00
Total 2023-2024 OSAG Workers' Compensation Renewal Premium Minus Dividend/Credits:	**$215,028.00**

Your OSAG policy also contains Employers' Liability Limits of $1,000,000/$1,000,000/$1,000,000

Active membership in the Oklahoma School Assurance Group provides an array of benefits for your district, including continued membership *performance dividend awards*. The membership dividend is based on an overall favorable group loss ratio.

About the OSAG Proposal:

*The Membership Dividend is the maximum amount that may be awarded to an active member as a performance dividend. This figure is based on individual district loss performance.

*All members that renew with OSAG have a *Membership Dividend* associated with active membership. ***In order to receive the Membership Dividend, a member must be active with paid premium for the 2023-2024 policy year.***

****A second shared $250,000 Safety Equipment Grant was awarded to all members in 2021-2022. This grant is expected to continue as an OSAG membership benefit in the future.***

****See enclosed listing of all OSAG member benefits – ALL at NO COST to members!***

P.O. Box 18858, Oklahoma City, Oklahoma 73154
Ph: 800-699-5905 Fax: 405-842-0051 www.okschoolassurancegroup.org

OSAG's motto is not only "to provide the most efficient & economical workers' compensation services to Oklahoma schools", but to work as a team with our members to protect your district as a whole.



Protecting Your District

This time of year poses important decisions to be made by our members……employment contracts, property & casualty insurance, workers' compensation needs. As your workers' compensation provider, we want you to know that we aren't solely concerned about your workers' compensation needs, but your district as a whole. The OSAG Board of Trustees each serve as district superintendents, and know firsthand the challenges faced this time of year in making safe, protective decisions for the district.

- Be ***mindful*** of your **OWNERSHIP** of OSAG. No other providers exist like OSAG – ALL benefits FREE to members, company is fully membership-owned. In addition, your district shares in equity ownership of the OSAG insurer, CompSource Mutual Insurance Company.

- Be ***careful*** not to share your OSAG premium with other vendors. By doing this, short-lived outside quotes that seem more competitive result in substantial higher premiums the following renewal. Not only that, but earned *Performance Dividends* are lost in the process that cannot be recaptured should your district join the OSAG family again.

- Be ***thoughtful*** of the membership benefits provided by OSAG. ALL safety training is FREE to members, i.e. online safety video library, onsite safety training, annual training seminars, discounted membership with Oklahoma Safety Council.

Finally, OSAG has provided savings of $109,455,968 to membership since 1994. This savings includes over $26 million dollars in refunds & dividends, premium savings compared to other carriers, equity ownership in both OSAG & CompSource Mutual Insurance Company, as well as multiple Safety Equipment Grant awards.

AFFIDAVIT FOR FILING WITH COMPETITIVE BID

STATE OF OKLAHOMA)
) SS
COUNTY OF OKLAHOMA)

Tom Beckman, of lawful age, being first duly sworn, an oath says, that he is the agent authorized by the bidder to submit the attached bid. Affidavit further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any county official or employee as to quantity, quality, or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any county official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Tom Beckman

Subscribed and sworn to before me this 22nd day of May, 2023.



Elizabeth A. Ridener
Notary Public

My commission expires: 02/07/24
My commission number: 12001300

NOTE:
Each competitive bid submitted to a county, school district or municipality must be accompanied with the above Affidavit as required by 74 O.S. 1976 85.25. Any bids received without an attached affidavit cannot be received as a valid bid per O.S.

OSAG

Member Benefits of the Oklahoma School Assurance Group

The Oklahoma School Assurance Group (O.S.A.G.) is the largest provider of workers' compensation services to Oklahoma public schools, with ***four hundred ninety-seven members*** in our 2022-2023 policy year. OSAG operates under the motto

"to provide the most efficient and economical workers' compensation services to Oklahoma public schools."

Since OSAG inception in 1994, OSAG member school districts have accumulated a total savings of $109,455,968!

OSAG member benefits include the following:

- *Insurance consulting services covering MOST lines of district insurance needs, i.e. workers' compensation, property, liability, etc. NO COST for this service.*
- *Four Safety Training Seminars held annually at **NO COST** to membership. Various speakers include the Oklahoma Department of Labor, Oklahoma Safety Council, The Center for Education Law, as well as the OSAG third party administrator, marketing firm, private investigating firms, and so on.*
- *Online safety training video program with 1,000+ videos provided at **NO COST** to membership. Accessible with assigned school-specific username and password. All videos are accessible through the OSAG webpage at www.okschoolassurancegroup.org, 24 hrs/day, 7 days/week.*
- *Monthly newsletter providing current safety training tips, OSAG board correspondence, & notifications of upcoming OSAG events.*
- *Discounted membership with the Oklahoma Safety Council of only $99....just for being a member of OSAG!*
- ***One premium quote for one year of coverage with absolutely no additional premium owed due to payroll auditing.***
- *Premiums based on **individual** school district's workers' compensation claim performance, and not based on group as a whole, with all loss control and claims managed by Consolidated Benefits Resources, known as one of the best TPAs in Oklahoma.*
- ***THREE potential dividend earnings!***

1. *Individual district performance dividend used to reduce future premium costs! Since inception, approximately $26,842,033 has been awarded to qualifying members as premium refunds, performance dividends, $500,000 in Safety Equipment Grants, and premium savings.*
2. *OSAG is partnered with CompSource Mutual Insurance Company. Any dividend awarded to OSAG from CompSource Mutual is an **ADDITIONAL DIVIDEND** for OSAG members.*
3. *OSAG's shared equity ownership of CompSource Mutual can result in a performance dividend based on the overall favorable loss ratio for the entire program.*

- ***No risk policy!** OSAG, as well as its members, assume **ZERO** risk or liability for claims made. OSAG is a fully insured program. All OSAG funds belong to OSAG membership.*

OSAG

Oklahoma School Assurance Group

February 15, 2023

COPY

TO: OSAG Member Administrators

FROM: Jack Dryden, OSAG Administrative Director

RE: OSAG Insurance Consulting Service

As a member of the Oklahoma School Assurance Group, your district has access to an array of member benefits. *All benefits provided by OSAG are at **NO COST** to our members.*

In addition to the benefits listed below, our program membership includes insurance consulting services. This service is not limited to your workers' compensation insurance only, but is available to you at no cost for ***MOST*** lines of insurance that your district needs. Many of our members are unaware of this benefit, and are encouraged to pay a fee, sometimes astronomical, to outside consultants. **We do not want your district to lose unnecessary funding.**

The Beckman Company, OSAG marketing firm, has been in business since 1960, and is one of the largest family-owned agencies in the state of Oklahoma. OSAG marketers have expertise in most lines of insurance, i.e. workers' compensation, property, liability, etc. Regardless of any current brokerage agreement you may be bound to, this service is still accessible to you at no cost.

Your member benefits include:

- Insurance Consulting Services (most lines of insurance)
- Dividend Earning Potential
- Safety Equipment Grants
- Equity Ownership in OSAG & CompSource Mutual Insurance Company
- Online Safety Video Training Library (over 1,000 videos)
- Four Annual Safety Training Seminars
- Discounted Membership w/Oklahoma Safety Council
- One Annual Premium w/No Chance of Adjustment
- No Risk Policy – Fully Insured Program

OSAG encourages our membership to take advantage of the benefits we provide so district expenses can be minimized. Please call our office to review your benefits, as well as discuss your consulting needs, at 800-699-5905.

P.O. Box 18858, Oklahoma City, OK 73154
Phone: 800-699-5905 Facsimile: 405-842-0051 www.okschoolassurancegroup.org