AGENDA
Mustang Board of Education Regular Meeting
Monday, June 10, 2024 at 6:00 PM
Mustang Educational Resource Center, 12400 SW 15th St, Yukon, OK 73099

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District Number I-069 of Canadian County, Oklahoma will hold Mustang Board of Education Regular Meeting on Monday, June 10, 2024 at 6:00 PM. The place and street of the meeting will be Mustang Educational Resource Center, 12400 SW 15th St, Yukon, OK 73099.
The Board of Education may discuss, make motions, and vote upon all matters appearing on this agenda. Such votes may be to approve, reject, table, reaffirm, rescind, or take no action on any agenda matter.

{{Name: Agenda Item Name}}

A. **Invocation and Flag Salute**
B. **Call to Order and Roll Call (may be silent)**
C. **Superintendent's Report**
    1. Mustang High School Boys Soccer Team - Academic State Champions
D. **Assistant Superintendent's Report**
    1. Quarterly Report - Dr. Jason Pittenger - Assistant Superintendent of Operations
E. **Board Reports**
F. **Public Participation**
G. **Consent Agenda**
    1. Board of Education Minutes
        a. May 13, 2024, Regular Board Meeting Minutes
    2. Out of State or Overnight Travel
        a. Mustang High School Choir and sponsors to participate in a MHS Choir trip on March 6-9, 2025 to Dallas, Waco and San Antonio, TX
        b. Robbyn Glinnsman to attend the Oklahoma State Department of Education Standard Setting Meeting for Math Grades 5th & 6th on June 17-20, 2024 in Broken Arrow, OK.
        c. Jennifer Morris, Tara Hardeman and Christina Roby to attend the Family and Consumer Sciences (FACS) New Teacher Academy on July 15-18, 2024 in Stillwater, OK.
        d. Jessica Holman and Matt Moore to attend the Technology Student Association (TSA) National Convention on June 25-30, 2024 in Orlando, FL.
        e. Kristen Pumford and Jacqueline Harrison to attend the Family and Consumer Science (FACS) Windows Wear Conference on June 12-15, 2024 in New York City, NY.
        f. Career Tech instructors to attend the Summer Summit for Career Tech on August 1-2, 2024 in Tulsa, OK.

g. Gary Knowles to attend SystemGo Teacher Training on July 7-12, 2024 in Fredericksburg, TX.

h. Misty Eidson to attend the Open Scied Facilitator Training on June 23-26, 2024 in Evanston, IL.

3. Surplus
   a. Textbooks
4. Revisions of Policy and Procedures
   a. Policy 1075 - Board Organization
   b. Policy 1105 - Annual Budget
   c. Policy 1110 - Management and Investment of Funds
   d. Policy 1140 - Child Nutrition Program Procurement Policy
   e. Policy 5015 - Residency Policy
   f. Policy 5030 - Birth Certificates
   g. Policy 5035 - Enrollment of Students
   h. Policy 5076 - Tribal Regalia
5. Job Description
   a. Board Certified Behavior Analyst
6. Renewal and Ratification of Agreements/Contracts
   a. Operations
      1. Stryker Integrated Solutions - Fire and Security Monitoring
      2. Stryker Integrated Solutions - Annual Fire Inspections
      3. ES2 - Engineered Systems & Energy Solutions, Inc
      4. Central Power Systems
      5. Burgess Company - Annual operable partition maintenance
      6. Burgess Company - Tornado door inspections and maintenance
      7. Chem-Aqua
      8. Schindler Elevator
      9. United Rentals
      10. Air & Earth
      11. Perry Weather
   b. Custodial
      1. UniFirst Corporation - Dust Mop Service
      2. UniFirst Corporation - Uniforms
   c. Student Services
      1. Youth & Family Services
      2. SLRS - Sign Language Resource Services
      3. Nikki Keck, TVI, COMS
      4. MultiLingual Communication Services, LLC
      5. Educational Diagnostic Testing Services
      6. Canadian County Health Department
      7. Oklahoma Hearing Solutions
      8. House of Healing
      9. Larry L. Mullins, Ph.D.

10. TobiiDynavox
11. ImageNet Consulting, LLC.
12. Edmond Speech Therapy Services, LLC.
13. Jenni Hunt
14. Speech Pathway, LLC
15. Canadian Valley Speech Services
16. Westmoreland Therapies, LLC
17. Oklahoma Assistive Technology and Educational Consulting Associates, Inc. (OATECA)
18. n2y, LLC
19. State of Oklahoma Department of Rehabilitation Services
20. Atwoods Behavioral Consulting, LLC

d. Academics
    1. Sign Language Resource Service, Inc
    2. Imagine Learning
    3. Canadian County Education Center
    4. Flexpoint Education Cloud/Florida Virtual
    5. Lexia Learning Systems LLC
    6. Renaissance
    7. Instructure/Canvas and Mastery Connect
    8. Stratus Audio, Inc.
    9. Vista
e. Technogoly
    1. Dell Financial
    2. SherpaDesk
    3. Trafera
f. Athletics
    1. BSN Sports
g. Fine Arts
    1. Palen Music
h. Transportation
    1. Lobdock Impairment Detection
    2. UniFirst Corporation
i. Federal Programs
    1. Varsity Tutors for School LLC
    2. EduSkills
    3. Renaissance
    4. National Indian Education Association
j. Communications
    1. Active Internet Technologies FinalSite
    2. AlwaysOn
k. Business Office
    1. Barlow & Associates
    2. Arbiter Sports
    3. SylogistEd
    4. Clearwater Enterprises

5. Imperial Vending
6. Oklahoma State School Board Association (OSSBA) - Employment Services Program

7. Lifetouch - District
8. Heartland School Solutions

l. Sites
   1. D&P Books - Lakehoma Elementary
   2. Lokal Oklahoma Yearbooks - Prairie View Elementary
   3. Shutterfly Lifetouch, LLC - Mustang North Middle School
   4. Lokal Yearbooks - Valley Elementary
   5. Oklahoma School Pictures - Meadow Brook Intermediate

m. Child Nutrition
   1. Frontier - Produce
   2. Hiland - Milk/Juice
   3. US Foods - Bread
   4. Duncan's Pest Contral - Extermination
   5. Dish-Machine/Chemical Supplies - Classic Paper
   6. Curtis Restaurant Supply - Small Equipment
   7. Prime Vendor - US Foods/Premier
   8. Hoodz - Kitchen Exhaust Systems - Annual Maintenance

n. Oklahoma State University

o. An agreement with the City of Mustang to provide three (3) experienced Mustang Police Officers each school day is in session for the 2024-2025 school year.

7. Bronco Club Parent Handbook
8. CADE Construction Change Orders for Elementary #9
   a. Change Order #4 - Relocate Utility Transformer
   b. Change Order #5 - Electrical VE Items
   c. Change Order #6 - Landscaping Revisions per City of OKC & Boulder VE
   d. Change Order #7 - Group Restroom Revisions per City of OKC
   e. Change Order #8 - Drive 3 Existing Subsoil
   f. Change Order #9 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR
   g. Change Order #10 - MPS Data Conduit

H. **Financial Consent Agenda**
   1. Finance Quarterly Report - Jeff Landes, CFO
   2. Encumbrance Registers
   3. Change Orders Registers
   4. Treasurer's Report
   5. General Fund Revenue Analysis
   6. Activity Fund Revenue and Expenditure Summary
   7. Activity Fund Purpose of Accounts

I. **New Business**

J. **Executive Session: The Board of Education will consider and may vote to convene in Executive Session.**

1. Proposed executive session to conduct on-going evaluation of the superintendent. 25 O.S. Section 307(B)(1).
2. Proposed executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an employee. 25 O.S. Section 307 (B)(1). As listed on Schedule A, B & C and Adjunct Teachers.

K. **Acknowledge Return to Open Session**

L. **Statement of Executive Session minutes by Board Clerk**

M. **Discussion and possible board action to approve the Superintendent's Contract.**

N. **Discussion and possible board action to approve Desirae Monroe as an Adjunct Teacher for 4th grade for Mustang Elementary for the 2024-2025 school year.**

O. **Discussion and possible board action to approve Jamie Maselli as an Adjunct Teacher for 1st grade for Lakehoma Elementary the 2024-2025 school year.**

P. **Discussion and possible board action to approve Heather Brakebill as an Adjunct Teacher for 5th grade Science for Horizon Intermediate for the 2024-2025 school year.**

Q. **Discussion and possible board action to approve Natalie Stalsworth as an Adjunct Teacher for 1st grade for Riverwood Elementary for the 2024-2025 school year.**

R. **Discussion and possible board action to approve Gary Knowles as an Adjunct Teacher for Aviation for Mustang High School for the 2024-2025 school year.**

S. **Discussion and possible board action to approve Shanon Atkinson as an Adjunct Teacher for Physical Education/Health for Mustang High School for the 2024-2025 school year.**

T. **Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "A".**

U. **Adjournment**

Mustang Board of Education Regular Meeting
Minutes
Monday, May 13, 2024 6:00 PM
Mustang Educational Resource Center, 909 South Mustang Rd., Mustang, OK 73064

AUTHORITY OF THE BOARD OF EDUCATION

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Independent School District Number I-069 of Canadian County, Oklahoma held Mustang Board of Education Regular Meeting on Monday, May 13, 2024 at 6:00 PM. The place and street of the meeting was Mustang Educational Resource Center, 909 South Mustang Rd., Mustang, OK 73064.

Notice of this meeting was given to the County Clerk of Canadian County, Oklahoma at least forty-eight (48) hours prior to such meeting, and public notice of this meeting, with an agenda posted in prominent view at the Mustang Educational Resource Center 909 South Mustang Rd., Mustang, OK at least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

A. Invocation and Flag Salute
Invocation - Todd Lovelace
Flag Salute - Piper Langerman

B. Call to Order and Roll Call (may be silent)
Dr. Robert Rader called the meeting to order at 6:00 PM. Those present were Dr. Rader, Todd Lovelace, Toby Thompson and Sarah Lipppencot. Travis Helling was absent.

C. Superintendent's Report
Heather Wiggins was added after item #6. Recognizing the school counselors.

1. Title VI Presentation

2. Regional Scholastic Awards - Dr. Michael Raiber
Zoe Hundely Ava Pierone Sean Beltran Alexis Bonjour Matilda Madewell Talyn Chappell

3. Support Employees of the Year
Kelli Castleberry Sharonda Garcia Jana West

4. Rookie Teachers of the Year
Kristen Davis Tyson Meade Mary Grace Robertson

5. District Teacher of the YearSharon Marion

6. Mustang High School 6A Slow-Pitch Softball Team - 2024 Oklahoma State Champions

7. Bronco Leadership Code - Student of the Month

Centennial Elementary	Brixon Nagle	Mustang Education Center	Orion Novex
Creek Elementary	Kenadi Wyckoff	Canyon Ridge Intermediate	Saydee Bailey
Lakehoma Elementary	Dominique "Beary" Khammarath	Horizon Intermediate	Reese Myers
Mustang Elementary	Theo Prince	Meadow Brook Intermediate	Isaiah Smith
Prairie View Elementary	Kate Dinwiddie	Mustang Central Middle School	Shayla Smith
Riverwood Elementary	Charles Wilson	Mustang North Middle School	Johan Limon
Trails Elementary	James Billen	Mustang Middle School	Bostyn Brosh
Valley Elementary	Thea Carroll	Mustang High School	Maison Dolphin

D. Business

1. The Board will discuss, consider and/or act upon awarding the $17,535,000 General Obligation Building Bonds, Series 2024A to the lowest and best bidder.
Motion to approve awarding the $17,535,000 General Obligation Building Bonds, Series 2024A to Robert W. Baird & Co., Inc. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

2. The Board will discuss, consider and/or act upon a Resolution providing for the issuance of $17,535,000 General Obligation Building Bonds, Series 2024A by Independent School District Number 69 of Canadian County, Oklahoma, authorized at an election duly called and held for such purpose: designating bonds for certain provisions of the Internal Revenue Code; deeming preliminary official statement "Final" for the purposes of SEC Rule 15(c)2-12; affirming the school district's intention to assist underwriters in complying with SEC Rule 15(c)2-12(b)(5); prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue.
Motion to approve a Resolution providing for the issuance of $17,535,000 General Obligation Building Bonds, Series 2024A by Independent School District Number 69 of Canadian County, Oklahoma, authorized at an election duly called and held for such purpose: designating bonds for certain provisions of the Internal Revenue Code; deeming preliminary official statement "Final" for the purposes of SEC Rule 15(c)2-12; affirming the school district's intention to assist underwriters in complying with SEC Rule 15(c)2-12(b)(5); prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

3. The Board will discuss, consider and/or act upon awarding the $4,825,000 General Obligation Building Bonds, Federally Taxable Series 2024B to the lowest and best bidder.
Motion to approve awarding the $4,825,000 General Obligation Building Bonds, Federally Taxable Series 2024B to Piper Sandler & CO. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

4. The Board will discuss, consider and/or act upon a Resolution providing for the issuance of $4,825,000 General Obligation Building Bonds, Federally Taxable Series 2024B by Independent School District Number 69 of Canadian County, Oklahoma, authorized at an election duly called and held for such purpose: designating bonds for certain provisions of the Internal Revenue Code; deeming preliminary official statement "Final" for the purposes of SEC Rule 15(c)2-12; affirming the school district's intention to assist underwriters in complying with SEC Rule 15(c)2-12(b)(5); prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue.
Motion to approve a Resolution providing for the issuance of $4,825,000 General Obligation Building Bonds, Federally Taxable Series 2024B by Independent School District Number 69 of Canadian County, Oklahoma, authorized at an election duly called and held for such purpose: designating bonds for certain provisions of the Internal Revenue Code; deeming preliminary official statement "Final" for the purposes of SEC Rule 15(c)2-12; affirming the school district's intention to assist underwriters in complying with SEC Rule 15(c)2-12(b)(5); prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

5. The Board will discuss, consider and/or act upon awarding the $2,565,000 General Obligation Building Bonds, Series 2024C to the lowest and best bidder.
Motion to approve awarding the $2,565,000 General Obligation Building Bonds, Series 2024C to Robert W. Baird & Co., Inc. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

6. The Board will discuss, consider and/or act upon a Resolution providing for the issuance of $2,565,000 General Obligation Building Bonds, Series 2024C by Independent School District Number 69 of Canadian County, Oklahoma, authorized at an election duly called and held for such purpose: designating bonds for certain provisions of the Internal Revenue Code; deeming preliminary official statement "Final" for the purposes of SEC Rule 15(c)2-12; affirming the school district's intention to assist underwriters in complying with SEC Rule 15(c)2-12(b)(5); prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue.
Motion to approve a Resolution providing for the issuance of $2,565,000 General Obligation Building Bonds, Series 2024C by Independent School District Number 69 of Canadian County, Oklahoma, authorized at an election duly called and held for such purpose: designating bonds for certain provisions of the Internal Revenue Code; deeming preliminary official statement "Final" for the purposes of SEC Rule 15(c)2-12; affirming the school district's intention to assist underwriters in complying with SEC Rule 15(c)2-12(b)(5); prescribing form of bonds; providing for registration thereof; providing levy of an annual tax for the payment of principal and interest on the same; and fixing other details of the issue. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

7. Discussion and possible board action to approve phase one of the security camera system for the district and to award the bid to the lowest bidder, DIGI Security Systems, LLC and authorize the Superintendent to execute the contract upon the award.
Motion to approve phase one of the security camera system for the district and to award the bid to the lowest bidder, DIGI Security Systems, LLC and authorize the Superintendent to execute the contract upon the award. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

8. Discussion and possible board action to approve the transportation bus bid for a 2024 route bus to Ross Transportation.
Motion to approve the transportation bus bid for a 2024 route bus to Ross Transportation. This motion, made by Toby Thompson and seconded by Todd Lovelace, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

9. Discussion and possible board action to approve the transportation bus bid for a 2024 activity bus to Midwest Bus Sales.
Motion to approve the transportation bus bid for a 2024 activity bus to Midwest Bus Sales. This motion, made by Toby Thompson and seconded by Sarah Lippencott, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

10. Discussion and possible board action to approve the transportation bus bid for a 2024 Spec. Ed. bus to Midwest Bus Sales.
Motion to approve the transportation bus bid for a 2024 Spec. Ed. bus to Midwest Bus Sales. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

E. Board Reports
Mr. Lovelace thanked the district staff for their hard work that they had done this passed school year.
Mr. Thompson - Mustang High School Aviation Program

F. Public Participation
The floor shall be open to the public, and any regular meeting shall include an opportunity for the public to address the Board other than personnel matters. Presentations under Public Participation are limited to five (5) minutes and where several people wish to address the same subject, a spokesperson must be selected. Those residents wishing to address the Board of Education must complete a Request for Public Participation form prior to the scheduled starting time of the regular Board meeting. A response may not be provided at this time. Questions or concerns related to employees of the district will not be permitted at this time. Those are to be referred to the Superintendent at another time.
No public participation

G. Consent Agenda
All the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of discussion, consideration and action on the following items that the Superintendent recommends be approved.

Motion to approve consent agenda. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

1. Board of Education Minutes

   a. April 8, 2024 Regular Board Meeting Minutes

2. Use of Facilities

   a. School Tours of America, Holly Jackson, request the use of Canyon Ridge Intermediate's Media Center on May 13, 2024.

3. Out of State or Overnight Travel

   a. Dr. Michael Raiber - Music Will Modern Band Summit on July 10-12, 2024 at Colorado State University.

   b. Colin Pocsik and Ryen Muralt - 2024 SREB Making Schools Work Conference on July 9-12, 2024 in Nashville, TN

   c. Mustang High School Football Team and Coaches - Spring Football Camp on May 20-23, 2024 at Camp Gruber Training Center Braggs, OK

   d. Mustang High School Wrestling Team and Coaches - Wrestling Team Camp on June 2-8, 2024 at Pagosa Springs, Colorado.

   e. Mustang High School Technology Student Association (TSA) Students and Sponsors - Technology Student Association Nationals on June 25-30, 2024 in Orlando, FL

   f. Mustang High School Girls Basketball Team and Coaches - Team Camp, Kelsi Musick Basketball Camp, on June 17-19, 2024 at Oral Roberts University, Tulsa, OK

   g. Mustang High School JROTC and Instructor - Annual JROTC Cadet Leadership Challenge on May 28-June 1, 2024 at Camp Gruber, OK.

   h. Sierra Machado - AP Summer Institute on June 10-13, 2024 at Northeastern State University Broken Arrow, OK

   i. Marisela Mitchell - AP Summer Institute on June 17-120, 2024 at Northeastern State University Broken Arrow, OK

   j. Mustang High School Junior Varsity and Varsity Pom teams - NDA/OU Spirit Camp-Dance on May 28-31, 2024 at the University of Oklahoma in Norman, OK

4. Revisions of Policy and Procedures

   a. Policy 2144 - Parents Bill of Rights

   b. Policy 5020 - Student Attendance

   c. Policy 5145 - Wellness

5. Renewal and Ratification of Agreements/Contracts

a. Board to consider and take action on a motion approving the renewal of the lease-purchase for the fiscal year ending June 30, 2025, as required under the provisions of the Sublease Agreement dated September 1, 2023, by and between the District and the Canadian County Educational Facilities Authority.

b. Board to consider and take action on a motion approving the renewal of the lease-purchase for the fiscal year ending June 30, 2025, as required under the provisions of the Sublease Agreement dated May 1, 2017, and amended on July 31, 2017, by and between the District and the Canadian County Educational Facilities Authority.

c. Student Services - Larry L. Mullins, PhD

d. Toucan Productions Inc. - Repair lighting module for Mustang High School Auditorium due to a lightning strike.

6. Approval for senior students for 2024 graduation with less than the District's 26 credits but will meet the State guidelines.

7. Bronco Club tuition increase for the 2024-2025 school year.

8. CADE Construction Change Orders Elementary #9

a. CO#2 - Additional permit fees from City of OKC. We will utilize contingency for this $9,633.10. This will not change the contract sum.

b. CO #3 - Thickened slab at Tilt Wall Bracing. We will utilize contingency for this $6,055.21. This will not change the contract sum.

9. Timberlake Construction Change Order Mustang Elementary

a. CO#1 - Not using the allowances for Signage Reconciliation, FE Reconciliation and Deleting Fire Suppression. We will get credit back at the end of the project. This does not change the contract sum.

10. Timberlake Construction Change Orders Mustang High School Expansion

a. CO# 1 - Discussion and approval the use of project contingency dollars to move existing fencing west of the Health & Wellness Center to allow for the subgrade installation of a temporary road - $3820.00

b. CO# 2 - Discussion and approval the use of project contingency dollars to move light poles near the Round Gym out of harms way, reset and re-power for continued use. $6,850.00

11. Approval for OG&E to provide temporary power to the Softball Hitting Facility Installation Agreement.

12. Approval for capping of utilities for the Mustang High School Expansion by Gofourth Plumbing in the amount of $6,000.00.

H. Financial Consent Agenda

Motion to approve the finance consent agenda. This motion, made by Toby Thompson and seconded by Todd Lovelace, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

1. Encumbrance Registers

2. Change Orders Registers

3. Treasurer's Report

4. General Fund Revenue Analysis

I. New Business This business, in accordance with Oklahoma Statues, title 25- 311 (A)(9), is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.
No new business

J. Executive Session: The Board of Education will consider and may vote to convene in Executive Session.
The board did not convene into executive session.

1. Proposed executive session to conduct on-going evaluation of the superintendent. 25 O.S. Section 307(B)(1).

2. Proposed executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an employee. 25 O.S. Section 307 (B)(1). As listed on Schedule A, B & C.

K. Acknowledge Return to Open Session

L. Statement of Executive Session minutes by Board Clerk

M. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "A".
Motion to approve Schedule A. This motion, made by Toby Thompson and seconded by Todd Lovelace, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

N. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "B".
Motion to approve Schedule B. This motion, made by Toby Thompson and seconded by Todd Lovelace, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

O. Vote to approve or not approve the Superintendent's recommendation concerning employment as listed on Schedule "C".
Motion to approve Schedule C. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

P. Adjournment
Time 7:19 PM
Motion to adjourn. This motion, made by Todd Lovelace and seconded by Toby Thompson, Passed.
Sarah Lippencott: Aye, Todd Lovelace: Aye, Dr. Robert Rader: Aye, Toby Thompson: Aye

_____ _____

Minutes Clerk Board President

Schedule "A"

May 13th, 2024

Resignations				
Last Name	**First Name**		**Site/Assignment**	**Effective**
Adkisson	Daniel		MHS/Band Assistant	06/30/2024
Bates	Nancy		Merc/HR Specialist	05/03/2024
Berg	Janae		TE/Paraprofessional	05/16/2024
Beutler	Katherine		CE/Teacher	05/17/2024
Cervantes Beltran	Esmeralda		MHI/CN	05/16/2024
Cleveland	Raegan		MNMS/Teacher	05/17/2024
Coker	Pat		TE/Paraprofessional	05/16/2024
Constantino	Casady		VE/Sped Paraprofessional	04/26/2024
Daniels	Jamie		LE/Teacher	05/17/2024
Ejtehadi	Elizabeth		RE/STEM	05/17/2024
Fikes	Britanie		TE/CN	05/17/2024
Flores	Xochitl		LE/CN	04/11/2024
George	Rachel		District/Occupational	05/17/2024
Graham	Rachelle		TE/Teacher	05/17/2024
Grant	Michelle		MMS/CN	05/16/2024
Jones	Amy		LE/Teacher	05/17/2024
Jones	Elizabeth		MNMS/Sped Teacher	05/17/2024
Jones	Ryan		CRI/Sped Teacher	05/17/2024
Jones	Terra		MHS/Sped M/M Teacher	05/17/2024
Koonie	Mary		MNMS/Teacher	05/17/2024
McGuire	Chase		Operation/General Maintenance	05/10/2024
Neal	Katherine		Transporation/Bus Driver	05/17/2024
Neuenschwander	Kathryn		CRI/Campus Admin Assistant	05/24/2024
Pinon	Haley		LE/Teacher	05/17/2024
Smith	Madison		TE/Speech/Language Pathologist	05/17/2024
Standefer	John		MCE/Speech-Language Pathologist	05/17/2024
Stephens	Laurie		LE/Teacher	05/17/2024
Tafacory	Nicholas		MHS/Teacher	04/16/2024
Warner	Amanda		MCE/Counselor	05/21/2024
Wharry	Alicia		CE/Paraprofessional	05/16/2024
Williams	Kay		CRI/Teacher	05/17/2024
Word	Silvia		RE/Sped Teacher	05/17/2024
Retirement				
Last Name	**First Name**		**Site/Assignment**	**Effective**
Dowell	Karl		MHS/Media Director	05/23/2024
Hand	Donald		Transportation/Bus Driver	05/17/2024
Harrison	Cheryl		MCE/Media Specialist	05/23/2024
Howard	Kimberly		CE/CN	05/17/2024
Meledeo	Michael		MHS/Teacher	05/17/2024
Ray	Tamara		Transportation/Bus Driver	05/17/2024
Vickery	Claudia		Transportation/Bus Driver	05/17/2024
Rescinded Employment				
Last Name	**First Name**		**Site/Assignment**	**Effective**
McKinley	Alea	Was Board Approved in April	CE	2024

Employment				
Last Name	**First Name**	**Replacing/New Position**	**Site/Assignment**	**Effective**
Adame Ramos	Melissa	Kathy Neuenschwander	CRI/Campus Administrative Assistant	07/29/2024
Atkinson	Kristen	Reagan Cleveland	MNMS/Teacher	08/07/2024
Austin	Shane	Amanda Tuttle	CRI/Teacher	08/07/2024
Bartrug	Joshua	Lillian Syverson	MHS/Teacher	08/07/2024
Batchelder	Haley	Kortney Gosnell	CE/Teacher	08/07/2024
Becker	Sally	Vanessa Sandstrom	VE/Sped S/P Teacher	08/07/2024
Belcher	Victoria	Ashley (Davis) McGill	CE/Noon Supervisor	05/02/2024
Blanco	Cheyenne	Rhonda Resendez	CRI/Teacher	08/07/2024
Brockett	Emily	Alea McKinley	CE/Teacher	08/07/2024
Bryant	Bailey	Nicona Schneider	LE/Teacher	08/07/2024
Davis	Stephanie	N/A	District/ RN/Sub	04/05/2024
Day	Cassie	Brandi Jackson	CE/Teacher	08/07/2024
Dorman	Mark	Kristi O'Brien	VE/Sped M/M Teacher (BOOST Program)	08/07/2024
Duke	Natasha	Hope Meek	TE/Teacher	08/07/2024
Fuerstenau	Kelly	Michelle Pursell	MHS/Counselor	08/01/2024
Gillin	Cheryl	Toni Mallard	MCE/Sped M/M Teacher	08/07/2024
Hampton	Darian	Sara Knapp	ME/Sped M/M Teacher	08/07/2024
Hartley	Brittany	Elizabeth Edjehadi	RE/Teacher	08/07/2024
Henderson	Megan	Salinda McCubbins	CE/Library Media Assistant	08/07/2024
Hill Morris	Christie	Meagan Habluetzel	CRI/Teacher	08/12/2024
Hinderer	Elizabeth	Katherine Beutler	CE/Teacher	08/07/2024
Hunt	Jacob	Melissa Sparks	MMS/Teacher	08/07/2024
Hurtt	Christopher	Michelle Moore	MHS/Teacher	08/07/2024
Jackson	Kammie	Janae Berg/Marissa O'Connor	TE/Sped Paraprofessional	08/09/2024
Johnston	Julie	Lana Coppock	TE/Paraprofessional	08/08/2024
Kissner	Michael	Samantha Hood	MHI/Teacher	08/07/2024
Maples	Bobbi	Leslie Neal	CE/Teacher	08/07/2024
McCutchen	Rachel	Abby Keever	CRI/Teacher	08/07/2024
McKinley	Alea	Irma Rodriguez	MCE/Teacher	08/07/2024
Meacham	Jennifer	Eric Peterson	MHI/Assistant Principal	07/08/2024
Merritt	Angela	Rebecca Ras	MBI/Teacher	08/07/2024
Mitchell	Samantha	Haley Rojas Jones	VE/Sped Paraprofessional	08/09/2024
Moy	Kendra	Kitana Rojas	VE/Teacher	08/07/2024
Nero	RaVon	Brittany Robert	MHS/Teacher	08/07/2024
Nickel	Delores	Renee Owen Hawkins	MBI/Teacher	08/07/2024
Ordonez	Jacqueline	Alicia Lane	MMS/Teacher	08/07/2024
Overturf	Rachel	New Position	MHS/Instructional Coach	08/01/2024
Phipps	Denae	New Position	District/ELL Specialist	08/07/2024
Pinion	Veronica	New Position	District/ELL Specialist	08/07/2024
Ramos	Denise	Elizabeth McGill	MNMS/Teacher	08/07/2024
Recknagel	Crystal	New Position	District/Instructional Coach	08/01/2024
Rinehart	Sydney	Christian Garcia	MMS/Teacher	08/07/2024
Robison	Kaitlyn	Laura Christine Cantrell-McAfee	MNMS/Teacher	08/07/2024
Rothchild	Jennifer	Haley Pinon	LE/Teacher	08/07/2024
Rowlett	Connie	Jamie Daniels	LE/Teacher	08/07/2024
Rua de Kennedy	Ana	New Position	MHS/Teacher/World Languages	08/07/2024
Siebert	Gary	Jill Echalk	CRI/Teacher	08/07/2024
Taylor	Kelsey	Hannah Gentry	MCE/Teacher	08/07/2024
Todd	Lisa	Kelsey Adams	LE/Teacher	08/07/2024
Travis	Trinity	Lynette Turner	MBI/Teacher	08/07/2024
Vazquez	Mindy	Anna Winn	MHS/Teacher	08/07/2024
Von Raesfeld	Emelie	Reagan Thorp	MHI/Teacher	08/07/2024

Walker	Donnetta	Chasity Head	Merc/Receptionist	07/01/2024
Walker	Kaila	Amanda Hogan	RE/Paraprofessional	08/08/2024
Walker	Shauna	Sean Penney	MMS/M/M Sped Teacher	08/07/2024
Wilbanks	Kadee	Terry Jones Jr.	MMS/Sped M/M Teacher	08/07/2024
Wilbur	Billie	Silvia Word	RE/Sped M/M Teacher	08/07/2024
Wilkerson	Kayla	Janae Berg	TE/Paraprofessional	08/08/2024
Reassignments				
Last Name	**First Name**	**From: Site/Assignment**	**To: Site/Assignment**	**Effective**
Adams	Kelsey	LE/Teacher/Kindergarten	LE/Teacher/2nd Grade	08/07/2024
Beard	Brittani	TE/Paraprofessional	TE/Teacher	08/07/2024
Courtney	Hannah	MMS/M/M Sped ELA	MMS/ELA	08/07/2024
Crocker	Joshua	TE/Teacher 3rd	TE/Teacher 4th	08/07/2024
Dalrymple	Celesta	MNMS/ISI Supervisor	MNMS/7/8 ELA/Math Skill Building	08/07/2024
Dunning	Makayla	MBI/1 on 1 Paraprofessional	MBI/FS Paraprofessional	08/09/2024
Echalk	Jill	CRI/Teacher	MCMS/Teacher	08/07/2024
Elmore	Shawn	MMS/Teacher	MCMS/Teacher	08/07/2024
Grace	Cathy	VE/PVE/Sped M/M Teacher	VE/Sped M/M Teacher	08/07/2024
Head	Bailey	CE/Teacher	LE/Teacher	08/07/2024
Hill	Christy	MCMS/Sped Paraprofessional	CRI/5th ELA Teacher	08/07/2024
Jackson	Bobby	MCMS/Sped Paraprofessional	MCMS/1 on 1 Paraprofessional	08/09/2024
Krafft	Stacy	MBI/Teacher	RE/Teacher	08/07/2024
Lane	Alicia	MMS/Teacher	MCMS/Teacher	08/07/2024
Marion	Sharon	LE/Teacher 4th	LE/Instructional Coach	08/01/2024
McCormick	Elizabeth	MMS/Reg Ed Geography	MMS/Sped ELA Teacher	08/07/2024
McGill	Elizabeth	MNMS/LT Sub	MNMS/Sped Paraprofessional	08/09/2024
McLeckie	Justin	MCMS/Teacher	MHS/Teacher	08/07/2024
Miller	Lance	MHS/Teacher/Biology	MHI/Teacher	08/07/2024
Miller	Margarethe	RE/CN	MHS/CN	04/23/2024
Morris	Annia	MHS/Teacher	MHS/Media/Technology Specialist	08/05/2024
Muse	Julie	VE/Sped Teacher	MHS/IEP Facilitaor	08/01/2024
Nash	Christy	PVE/Teacher 2nd	PVE/Teacher 3rd	08/07/2024
Owen	Renee	MBI/Teacher 5th	MBI/Teacher 6th	08/07/2024
Penney	Sean	MMS/Sped Science Teacher	MMS/Reg Ed Teacher	08/07/2024
Peterson	Eric	MHI/Assistant Principal	MHS/Teacher/Math	08/07/2024
Ransom	Shelia	PVE/Teacher 3rd	PVE/Teacher 4th	08/07/2024
Robert	Brittany	MHS/Teacher/Biology	MHS/Teacher/ELA	08/07/2024
Rojas Jones	Haley	VE/Sped FS Paraprofessional	VE/Sped FS Paraporfessional 1:1	08/09/2024
Sandstrom	Vanessa	VE/Sped S/F Teacher	VE/PVE/Sped F/S Teacher/Homeschool	08/07/2024
Schneider	Nikki	LE/Teacher/Kindergarten	LE/Teacher/2nd Grade	08/07/2024
Sine	Mary	MHI/Paraprofessional 1 on 1	MCMS/Paraprofessional 1 on 1	08/09/2024
Singer	Patrick	MMS/Science Teacher	MMS/Geography Teacher	08/07/2024
Stacy	Faith	LE/Teacher 2nd	LE/Teacher 4th	08/07/2024
Sullivan	Kristi	VE/CN	VE/Sped FS Paraprofessional	04/29/2024
Taylor	Andrea	MHS/Teacher	ME/Teacher	08/07/2024
Taylor	Madelyn	MHS/Sped M/M Teacher	MHS/Sped Teacher Transition	08/07/2024
Trowbridge	Kelcy	MHI/Health Aide	MHI/Campus Admin Assistant	07/29/2024
Tuttle	Amanda	CRI/Teacher 6th	CRI/Teacher 5th	08/07/2024
Varney	Whitnie	CRI/6th ELA	CRI/5th ELA	08/07/2024
Velders	Erin	PVE/Teacher	District/Teacher Gate	08/07/2024
Waller	Christina	VE/Sped Paraprofessional	Merc/Business Office Clerk	05/17/2024
White	Kelly	VE/Sped Paraprofessional	VE/Student support Paraprofessional	08/08/2024
Wittum	Caitlin	LE/Autism/Teacher	TE/FS/Teacher	08/07/2024

Additional Duty/Supplemental/Stipend				
Last Name	**First Name**	**Assignment**	**Site**	**Effective**
Dyche	Lucinda	ESY Assistant	District	2024
Lopez	Gabriela	Service Provider Mentor	District	2024
Tafacory	Nick	Assistant Hig School Boys Tennis Coach	MHS	2024
Tobiason	Erin	ESY Teacher	District	2024
Smith	Ryan	ESY Teacher	District	2024
Waller	Tara	ESY Coordinator	District	2024
Hunt	Staci	Summer Counselor	MHS	2024
Limke	Jason	Summer Counselor	MHS	2024
Fugate	Stephanie	Summer Counselor	MHS	2024
Day	Alecia	Summer Counselor	MHS	2024
Farley	Danna	Summer Counselor	MHS	2024
Chappell	Ralph	Summer Counselor	MHS	2024
Qualls	Briana	Summer Counselor	MHS	2024
Hacker	Rachel	Summer Counselor	MHS	2024
George	Veronica	Backup Administrative Assistant	MHS	2024
Tiedke	Lauren	Backup Administrative Assistant	MHS	2024
Holsinger	Lyndsey	Backup Administrative Assistant	MHS	2024
Harris	Donitta	Summer School Principal	MHS	2024
Funk	Michael	Summer School Teacher	MHS	2024
Godwin	Macy	Summer School Teacher	MHS	2024
Rowe	Don	Summer School Teacher	MHS	2024
Weeks	Danielle	Summer School Teacher	MHS	2024
Chaisson	Leiha	Summer School Teacher	MHS	2024
Miles	Jody	Substitute Summer School Teacher	MHS	2024
Mccathern	Kayla	ESY Teacher	District	2024
Laughter	Hayley	ESY Teacher	District	2024
Grace	Cathy	ESY Teacher	District	2024
Dick	Karis	ESY Teacher	District	2024
Brown	Alexis	ESY Teacher	District	2024
King	Christa	ESY Teacher	District	2024
Mowery	Charles	ESY Teacher	District	2024
Williams	Natalie	ESY Assistant	District	2024
Bailey	Lori	ESY Assistant	District	2024
Wilson	Melissa	ESY Assistant	District	2024
Bensch	Greta	ESY Assistant	District	2024
Lambert	Ashlyn	ESY Assistant	District	2024
West	Lori	ESY Assistant	District	2024
Scott	Sunny	ESY Assistant	District	2024
Holliman	Stephanie	ESY Assistant	District	2024
Hall	Kyle	ESY Assistant	District	2024
Mencor	Nicole	ESY Assistant	District	2024
Shay	Elizabeth	ESY Assistant	District	2024
Mahoney	Sheryl	ESY Assistant	District	2024
Madewell	Debra	ESY Assistant	District	2024
Cain	Tara	ESY RN	District	2024
Taylor	Stephanie	ESY OT	District	2024
Lopez	Gabby	Service Provider Supervisor	District	2nd Semester
Ward	Kayla	Service Provider Supervisor	District	2nd Semester
George	Sybil	Service Provider Supervisor	District	2024
George	Rachel	Service Provider Supervisor	District	2024
Kuykendall	Jaimie	Service Provider Supervisor	District	2024
Rudek	Betty	Service Provider Supervisor	District	2024

Reddish	Rebecca	Service Provider Supervisor	District	2024
Shay	Elizabeth	Service Provider Supervisor	District	2024
Hood	Desiree	Service Provider Supervisor	District	2024
Evans	Kristin	Service Provider Supervisor	District	2024
Smith	Madison	Service Provider Supervisor	District	2024
Crews	Megan	Mentor Teacher Stipend $250	CE	2nd Semester
Hargrove	Amy	Mentor Teacher Stipend $250	CE	2nd Semester
Burns	Kari	Mentor Teacher Stipend $250	CRI	2nd Semester
Carr	Miranda	Mentor Teacher Stipend $250	LE	2nd Semester
Doran	Tami	Mentor Teacher Stipend $250	LE	2nd Semester
Brosh	Madge	Mentor Teacher Stipend $250	MBI	2nd Semester
Hale	Kelsey	Mentor Teacher Stipend $250	MBI	2nd Semester
Turner	Lynette	Mentor Teacher Stipend $250	MBI	2nd Semester
Morris	Trisha	Mentor Teacher Stipend $250	MCE	2nd Semester
Votta	Shauna	Mentor Teacher Stipend $250	MCE	2nd Semester
Barnes	Cyndi	(2) Mentor Teacher Stipend $250	MCE	2nd Semester
Harmon	Stephanie	Mentor Teacher Stipend $250	MCMS	2nd Semester
Whitehead	Sheryl	Mentor Teacher Stipend $250	ME	2nd Semester
Fruit	Tina	Mentor Teacher Stipend $250	ME	2nd Semester
DeWitt	Melissa	(2) Mentor Teacher Stipend $250	ME	2nd Semester
Ervin	Dana	(2) Mentor Teacher Stipend $250	MEC	2nd Semester
Blackwell	Amber	Mentor Teacher Stipend $250	MEC	2nd Semester
Crocker	Josh	Mentor Teacher Stipend $250	MEC	2nd Semester
McElroy	Diana	Mentor Teacher Stipend $250	MHI	2nd Semester
Buel	Cherish	Mentor Teacher Stipend $250	MHI	2nd Semester
Moon	Mary Beth	Mentor Teacher Stipend $250	MHI	2nd Semester
Tonay	Christina	Mentor Teacher Stipend $250	MHI	2nd Semester
Clayton	Sara	Mentor Teacher Stipend $250	MHI	2nd Semester
Ray	Glendia	Mentor Teacher Stipend $250	MHS	2nd Semester
Wakefield	Erin	Mentor Teacher Stipend $250	MHS	2nd Semester
Glyckherr	Maria	Mentor Teacher Stipend $250	MHS	2nd Semester
Bennett	William	Mentor Teacher Stipend $250	MHS	2nd Semester
Weeks	Danielle	Mentor Teacher Stipend $250	MHS	2nd Semester
McDaniel	Cody	Mentor Teacher Stipend $250	MHS	2nd Semester
Osborne	Greg	Mentor Teacher Stipend $250	MHS	2nd Semester
Swink	Kristi	(2) Mentor Teacher Stipend $250	MHS	2nd Semester
Pumford	Krissy	Mentor Teacher Stipend $250	MHS	2nd Semester
Chaisson	Leiha	Mentor Teacher Stipend $250	MHS	2nd Semester
Smith	Katie	Mentor Teacher Stipend $250	MHS	2nd Semester
Kenedy	Patrick	Mentor Teacher Stipend $250	MHS	2nd Semester
Harris	Jeremy	Mentor Teacher Stipend $250	MHS	2nd Semester
Kluge	Steve	Mentor Teacher Stipend $250	MHS	2nd Semester
Knight	Katherine	Mentor Teacher Stipend $250	MHS	2nd Semester
Dunbar	Kaitlyn	Mentor Teacher Stipend $250	MHS	2nd Semester
Mathes	Brandon	Mentor Teacher Stipend $250	MHS	2nd Semester
Limke	Jason	Mentor Teacher Stipend $250	MHS	2nd Semester
Walker	Caitlin	Mentor Teacher Stipend $250	MHS	2nd Semester
Miller	Eddie	Mentor Teacher Stipend $250	MHS	2nd Semester
Damasiewicz	Tammy	Mentor Teacher Stipend $250	MHS	2nd Semester
Coffman	Brett	Mentor Teacher Stipend $250	MMS	2nd Semester
Penney	Amy	Mentor Teacher Stipend $250	MMS	2nd Semester
Dowell	Deanna	Mentor Teacher Stipend $250	MMS	2nd Semester
Singer	Patrick	Mentor Teacher Stipend $250	MMS	2nd Semester
Elmore	Shawn	Mentor Teacher Stipend $250	MMS	2nd Semester

Burns	Angela	Mentor Teacher Stipend $250	MMS	2nd Semester
Wyss	Allyson	Mentor Teacher Stipend $250	MNMS	2nd Semester
Wyckoff	Kristin	Mentor Teacher Stipend $250	MNMS	2nd Semester
Roberts	Roberta	Mentor Teacher Stipend $250	MNMS	2nd Semester
Purdy	Ashley	Mentor Teacher Stipend $250	MNMS	2nd Semester
Cozens	Amy	Mentor Teacher Stipend $250	MNMS	2nd Semester
Waggoner	Ryan	Mentor Teacher Stipend $250	PVE	2nd Semester
Ransom	Sheila	Mentor Teacher Stipend $250	PVE	2nd Semester
Barret	Jennifer	Mentor Teacher Stipend $250	RE	2nd Semester
Kuper	Michelle	Mentor Teacher Stipend $250	RE	2nd Semester
Stalsworth	Caroline	Mentor Teacher Stipend $250	RE	2nd Semester
Rick	Amanda	Mentor Teacher Stipend $250	RE	2nd Semester
Kissling	Amanda	Mentor Teacher Stipend $250	TE	2nd Semester
Jaggie	Erika	Mentor Teacher Stipend $250	VE	2nd Semester
Muse	Julie	Mentor Teacher Stipend $250	VE	2nd Semester
Long	Molly	(2) Mentor Teacher Stipend $250	VE	2nd Semester
Pearson	Roger	Bus Driver Finder's Fee $250	District	2024
Wicker	Delia	Bus Driver Finder's Fee $125	District	2024
Cartwright	Lisa	Bus Driver Finder's Fee $125	District	2024
Mitchell	Nathan	Bus Driver Finder's Fee $250	District	2024
McElroy	Amanda	Bus Driver Finder's Fee $250	District	2024
Grider	Wilson	Bus Driver Finder's Fee $250	District	2024
Chavez	Rose	Bus Driver Finder's Fee $250	District	2024
Latham	Janet	Bus Driver Finder's Fee $250	District	2024
Baker	Danny	Bus Driver Finder's Fee $125	District	2024
Tallent	Roanne	Bus Driver Finder's Fee $125	District	2024
Acosta	Angel	Bus Driver Credential Reimbursement $111.25	Transportation	2024
Morales	Raymond	Bus Driver Credential Reimbursement $178.75	Transportation	2024
Neal	Kathy	Bus Driver Credential Reimbursement $154.75	Transportation	2024
Kidd	Brian	Bus Driver Credential Reimbursement $133.25	Transportation	2024
Stroope	Brynn	Bus Driver Credential Reimbursement $174.75	Transportation	2024
Pearson	Julie	Bus Driver Credential Reimbursement $174.75	Transportation	2024
Smoker	Justin	Bus Driver Credential Reimbursement $164.75	Transportation	2024
Parks	James	Bus Driver Credential Reimbursement $232.25	Transportation	2024
Latham	Janet	Bus Driver Credential Reimbursement $78.25	Transportation	2024
Briscoe-Hays	Sandra	Bus Driver Credential Reimbursement $175.75	Transportation	2024
Heldenbrand	Tammy	Bus Driver Credential Reimbursement $191.25	Transportation	2024
Dumas	Tim	Bus Driver Credential Reimbursement $78.25	Transportation	2024
Geikaunmah	Maria	Bus Driver Credential Reimbursement $193.75	Transportation	2024
Fendrych	Ray	Bus Driver Credential Reimbursement $174.75	Transportation	2024
Martinez	Crysthel	Bus Driver Credential Reimbursement $178.75	Transportation	2024
Chavez	Victor	Bus Driver Credential Reimbursement $250	Transportation	2024
Shay	BJ	Bus Driver Credential Reimbursement $174.75	Transportation	2024

Schedule "B"

May 13th, 2024

Bronco Club 2024-2025 SY				
Last Name	**First Name**	**Assignment**	**Site**	**Effective**
Symes	Odessa	2024 Bronco Club Summer Camp/Teacher	District	2024
Wood	Jaybree	2024 Bronco Club Summer Camp/Teacher	District	2024
Castleberry	Kelli	Paraprofessional	District	2024
Kawaguchi	Shauna	Paraprofessional	District	2024
Story	Jessica	Paraprofessional	District	2024

Schedule "B"

May 13th, 2024

Support Employees Re-Hire 2024-2025 SY		
Name	**Name**	**Name**
Prairie View		
Binder, Kimberly	Gaines, Kaylea	Taylor, Kelsey
Bledsoe, Chelsea	Galvan, Elisabeth	Williamson, Catherine
Boehnlein, Theresa	Howard, Nicole	Zwirtz, Angela
Carrillo, Sarah	Loftis-Ochoa, Taressa	
Clanton, Lisa	Sepulveda, Misty	
Valley		
Ashlock, Rachel	Hale, Rachel	Prange, Sharon
Bradley, Penny	Hoffman, Noelle	Rojas-Jones, Haley
Carlos, Jocelyn	Koehn, Lanesa	Salgado, Arlen
Childs, Michelle	Lopez, Doris	Solomon, Donna
Collins, McKinsey	Michaelson, Kristi	Taylor, Cory
Grober, Danielle	Pitchford, Melissa	White, Kelly
		Williams, Martha
Lakehoma		
Allen, Dyann	Ivey, Adrea	Miller, Emily
Bailey, Kayla	Johnson, Cacie	Morland, Lisa
Bensch, Greta	Lay, Jade	Mount, Marissa
Brooks, Ashley	Lemley, Amber	Scott, Sunny
Colls, Sarah	Manbeck, Loretta	Stuckey, Anita
Devous, Jeanne	May, Shannon	Young, Kendall
Mustang Elem		
Adams, Bambi	Cornell, Amberlyn	Purcell, Jennifer
Alexander, Naomi	Huffman, Connie	Southerland, Emily
Allen, Denise	Jackson, Sheri	Watson, Christopher
Bernal Platero, Nancy	Kimball, Samantha	Wilkerson, Kayla
Black, Christina	Klipstine, Kristin	Witten, Savannah
Bonura, Amy	Love, Emily	Wyatt, Stacie
Trails		
Beard, Brittani	Flickinger, Gina	Josey, Hannah
Brauer, Brittney	Fontenot, Randi	Kramer, Diana
Brown, Tara	Gibson, Marie	McGahee, Jamie
Buls, Rachel	Gilman, Esmeralda	Stuckey, Connie
Cable, Latricia	Gomer, Mackenzy	Whitworth, Martha
Conner, Lisa	Hargis, Ashleigh	Wilkerson, Melissa
Davis, Elizabeth	Henderson, Corbie	
MEC/Pre-K		
Horinek, Denise	Mitchell, Kerri	Rust, Amy
Isham, Jill	Oltmann, Kacy	Tallent, Chasity
Liu, Yuqing	Pendergrass, Christy	Walker, Sonja
Maxwell, Amy	Pitchford, Jazmyn	
Centennial		
Bailey, Lori	Grider, Wilson	Ridinger, Melanie
Beasley, Chaireka	Jordan, Melissa	Saunders-Willis, Stephanie
Carriger, Laura	Madewell, Debra	Scott, Nanette

Cooper, Jennifer	McCool, Jamie	Silk, Tarin
Corley, Sarah	McGowan Miller, Sue	Smith, Angel
Craddock, Linda	McVay, Anika	Smith, Avery
Dykes, Jennifer	Owen, Kimberly	Solano, Brandi
Emery, Danielle	Pope, Cassandra	
Fulmer, Jill	Reed, Amy	
Riverwood		
Benham, Rachel	Hogan, Amanda	Thomas, Mary
Bristow, Jacy	Hood, Brittany	Warren, Carolyn
Causey, Maria	Jordan, Andra	Wilson, Melissa
Comer, Michele	Mejia, Guadalupe	Winn, Lydia
Dodson, Stephanie	Stout, Jillian	
Hoffman, Kendal	Sugg, Sherri	
Creek		
Bray, Cynthia	Hott, Tonya	McGill, Ashley
Fraire, Tamara	Kellogg, Diane	Ogden, Jamie
Griffin, Sheryl	Lerma, Jessica	Pruett, Renee
Hayse, Ashley	Lindsey, Katy	Walton, Caitlyn
Holliman, Stephanie	McCubbins, Salinda	
Horizon		
Bostwick, Peter	Hornbeck, Amanda	Sine, Mary
Clarke, Dawn	Kreider, Jamie	Stewart, Shehan
Crissman, Laura	Liddell, Kori	Watson, Annette
Davidson, Dorothy	Mencor, Nicole	
Holsted, Kay	Nichols, Peggy	
Canyon Ridge		
Castleberry, Kelli	Garcia, David	Kyger, Kasey
Covalt, Emily	Garcia, Desirae	Starr, Kristel
Denny, Donna	Hanneman, Cyndi	
Meadow Brook		
Dunning, Makayla	Estep, Tonya	Renchen, Shirley
Echeverria, Lisa	Floyd, Lisa	Sutton, Darrell
Erdley, Deanna	Hacker, Lisa	
Mustang Central		
Bunch, Debra	Ley, Frances	Thompson, Melissa
Griggs, Cassandra	May, Tara	Ward, Kasey
Hall, Kyle	Morningstar, Dustin	West, Lori
Hill, Christy	Petty, Karla	
Jackson, Bobby	Sanderson, Linda	
Mustang North		
Benigni, Kerry	Crook, Kelly	Palmer, Deborah
Crabtree, Cindy	Diaz, Rachel	Saldana, Leigh Anne
Crews, Lisa	Okon, Jessica	
Mustang Middle		
Froh, Jennifer	Melendez, Breeana	Vardeman, Shiella
Garcia, Sharonda	Murrow, Penny	Walkabout, Lori
Kawaguchi, Shauna	Reynolds, Angie	Woodard, Rachel
Kitzel, Mindy	Thomas, Cheryl	
Mustang High		
Berry, Suzette	Godwin, Jennifer	Najera, Heather
Burgamy, Carol	Golemon, Donna	Paul, Alice
Corn, Stephanie	Holsinger, Lyndsey	Petty, Marshall

Cowan, Lindsay	Hull, Angelica	Porter, Sandra
Davidson, Sandra	Jin, Xiaomei	Rhodes, Hayley
Dillard, Jessica	Jones, J Elizabeth	Robertson, Anna
Elliott, Jessica	Leggett, Jamie	Sparks, Julie
Elliott, Rita	Longley, Cindy	Tiedke, Lauren
Fincher, Tammy	Mahoney, Sheryl	Wilson, Steven
Fowler, Billye	Malone, Marlene	Witten, Blaike
Freeman, Annette	Marquardt, Ellen	
George, Veronica	Mathis-Speck, Kim	
Custodians		
Acosta Lopez, Beatriz	Ford, Teresita	Oliveras, Victor
Aldrich, Stephanie	Hernandez, Maria	Owen, Evan
Aleman, Marcus	Hernandez, Sandra	Pando, Olga
Alton, Tammy	Kemnitz, Jessica	Pardo, Isabel
Archila, Zonia	Lopez, Ester	Posada Trinidad, Jennifer
Bahena, Abigail	Marquez De Munoz, Nora	Rice, Shelly
Bowie, Shelton	Marquez-Gonzalez, Nancy	Rodriguez De Ramirez, Sonia
Buffaloe, Rhonda	Mattingly, Michael	Rodriguez, Martha
Campbell, Jamie	Mayo, Jason	Santiago Santana, Alberto Gabriel
Carpio, Lorena	Meza De Sorto, Maria	Sazo, Xiomara
Covey, Jonathan	Mitchell, Deaune	Sepulveda, Juanita
Cuppy, Myrl	Moore, Elizabeth	Sisk, Sierra
Dady, Catherine	Nagle, Patsy	Sosa, Elsa
Delgado, Maria	Nelson, Brian	Soto, Adriana
Flores, Maribel	Oliveras, Michelle	Vallejo, Hilda
		Wilson, Kenneth
Transporatation		
Acosta, Angel	Hobbs, Jana	
Adams, Robin	Johansen, Michael	Okon, John
Anderson,Tammy	Johnson, Lori	Olsen, Eric
Baker,Daniel	Johnson, Norma	Parker, Zackri
Bernabe-Wagner,Jennifer	Justice, Cynthia	Parks, James
Bosarge,Courtney	Keeth, Lyndon	Patten, Casey
Brewer,Henry	Kidd, Brian	Pearson, Julie
Brewer,Joyce	King, Barbara	Pearson, Roger
Briscoe,Sandra	Koon, Dylen	Prince, Charles
Brown,Julie	Latham, Janet	Rose, Shelley
Calloway, Carolyn	Lynch, John	Rosse, Paula
Cartwright,Lisa	Maley, Benitta	Schlosser, Norma
Castner, Roxy	Mangus, Christopher	Sholer, Traci
Chavez, Victor	Mangus, Dangela	Smith, Brenda
Clason, Fred	Martinez De Ramirez, Crysthel	Smith, Dennis
Clemons, Abbey	McClure, Albany	Smith, Michelle
Cutshall, Michael	McDonald, Gregory	Solis, Jose
Dumas, Timothy	McDowell, Mark	Stroope, Brynn
Geikaunmah, Maria	McElroy, Amanda	Tallent, Roanna
Geikaunmah, Ray	McKinney, James	Terrell, Melinda
Goad, Beverly	Mitchell, Nathan	Tucker, Heather
Hale, Mike	Montgomery, Joanne	Tucker, William
Goad, Beverly	Montgomery, Richard	Underwood, Steven
Hale, Mike	Moore, Arthur	Venters, David
Harrison, Lee	Morales, Raymond	Wallace, Michael

Heldenbrand, Tammy	Moss, Samuel	Wicker, Delia
Hill, Karen	Mulford, Jeremy	Woodard, Mary
MERC		
Bennyhoff, William	Elliott, Stacey	Moss, Matthew
Berry, Jakob	Grove, Bryce	Mullens, Michelle
Bomar, Jennifer	Guillen, Anthony	Murray, Caroline
Booth, Mandi	Hampton, Nichole	Olander, Michelle
Carroll, Holly	Head, Chasity	Otto, Jean-Marie
Carruth, Brooke	Holman, Rylee	Petersen, Daren
Cassidy, Robert	Keith, Brian	Rodgers, Cheryl
Cavett, Susan	Kellogg, Judy	Spencer, Randi
Clason, Jana	King, Jennifer	Stonebraker, Janeen
Coin, Christopher	Leep, Britini	Stumblingbear, Belinda
Cooper, Millicent	Mangus, Kayla	Thompson, Tiffany
Cooper, Tami	Marshall, Annette	Walker, Sheila
Cox, Jason	Mills, Angela	Young, Alicia
Child Nutrition		
Cruz, Deborah	Platero, Maria Elena	Ho, Loan
Lamb, Brett	Solomon, April	Holder, Melissa
Richardson, Brandon	Bray, Sherry	Siddiki, Bilkis
Martin, Rachel	Gentry, Lori	Bennett, Mikayla
Artavia, Maritza	Rider, Loida	Cathey, Laurie
Naveed, Farida	Riggs, Linda	Jimenez Jimenez, Beatriz
Quezada, Maricela	Warren, Sharon	Kayea, Wanda
Resendiz, Lidia	Willis, Stephanie	Knapp, Melody
Taylor, Joyce	Cass, Lori	Ponce, Krystal
Flores, Esther	McBurney, Sheryl	White, Kimberley
Harbolt, Debra	Mitchell, Beverly	Aguillon Estrada, Veronica
Meier, Janath	Neel, James	Albritton, Necole
Vera, Evangelina	Reid, Nicole	Avila, Maria
Baker, Vicki	Amely Ayala, Viviana	Barton, Becky
Eiler, Amanda	Fonseca, Jennifer	Barton, Edna
Reynosa, Courtney	Klassen, Marla	Bennett, Amanda
Tims, Katherine	Miller, Margarethe	Cherry, Noma
Ward, Dalana	Scott, Dallas	Edwards, Kelli
Costiloe, Anna	Severson, Ana	Fletcher, Deanna
Cristan, Brenda	Chacon Garcia, Concepcion	Flynn, Tonia
Dye, Misti	Dixon, Carrie	Guerrero, Monica
Linson, Jennifer	Do, Tiffany	Herman, Maria
Akers, Samantha	Johnson, Jaclyn	Herrera, Ana
Bittman, Savanna	Martinez, Marcela	Hughes, Lynda
Geberth, Marie	Shaw, Ashley	Mercer, Angellynn
Irby, Kathy	Brown, Debra	Pruett, Joni
Phelps, Monica	Gomez Gutierrez, Karen	Quezada, Elena
Bolt, Camille	Guinn, Robin	Robbins, Brittney
Butterfield, Luisa	Lopez, Shanna	Samples, Carlye
Davis, Teresa	Nguyen, Ella	Schachle, Sharon
Lentz, Carlie	Rangel, Crystal	Schorp, Katie
Payne, Barbara	Vershaw, Amberlee	Smith, Crystal
Barillas, Nelly	Barton, Melinda	Triplett, Judy
Franklin, Kelsey	Black, Donna	Vera, Dana
Hanke, Melissa	Chandler, Kristen	Williams, Karen

Perhane, Loretta	Hicks, Linda	
Operations		
Amos, Seth	Higgins, Michael	Schrick, Kenneth
Benigni, Robert	Hoelscher Jr, Charles	Sias, Erwin
Burgess, Joy	Lamkin, Lance	Sloan, Mark
Covey, Jeffrey	Laubach, Tayler	Thayer, Jeremiah
Davis, Casey	Marquez, Kelly	Tims IV, Mack
Deloe, Christopher	Mason, Roy	Turner, Garrett
Duran, Jaymes	Meeks, Colin	Walters, Bryan
Fairless, Taz	Newcomb, Lanny	Warden, Jack
Geile, Rickie	Orendac, Steve	Wells, Robert
George, Brian	Rainwater, Ryan	West, Jana
Gossman, Gage	Robertson, Travis	Young, Jimmy
Grider, Wilson	Sanders, Ashli	Zerby, Wesley
SSC		
Barnett, Shira	Keller, Coby	Sanderson, Nina
Brown, Frances	Kuykendall, Jaimie	Stewart, Makenna
Cady, Debra	Lambert, Ashlyn	Sullins, Belinda
Crone, Lindsey	Lamkin, Teresa	Taylor, Stephanie
Dennison, Kelly	Lopez, Gabriela	Van Etten, Courtney
Farris, Amy	Maples, Helen	Wakkinen, Elizabeth
Frings, Tralanea	Niles, Sierra	Webster, Theresa
George, Rachel	Nunnery, Kimberly	Williams, Allison
George, Sybil	Oliver, Kelsey	Williams, Natalie
Harvey, Brittney	Orendac, Paula	Wilson, Ashley
Huggins, Crystal	Pankhurst, Ashley	
Hurst, Aleece	Rudek, Betty	

Schedule "C"

May 13th, 2024

Guest Teachers			
Last Name	**First Name**	**Site/Assignmetns**	**Effective**
Calhoun	Yolanda Lee	District	2024
Fieszel	Kari	District	2024
Horrell	Amber	District	2024
Teoli	Sherry	District	2024

Grade	Title	Publisher/Author	ISBN	Qty
1/2	Everyday Mathematics My Reference Book 1/2 HARDBACK	McGraw Hill	978-02-138351-1	241
3	Everyday Mathematics Student Reference HARDBACK	McGraw Hill	978-0-02-138355-9	117
4	Everyday Mathematics Student Reference HARDBACK	McGraw Hill	978-0-02-143697-2	129
K-3	Everyday Mathematics Quick Look Activity Book	McGrawHill	76727793	3
K-6	Evberyday Mathematics Teacher's Guide to Games	McGrawHill		
1-3	Everyday Mathematics Minute Math+	McGrawHill	76045463	10
4-6	Everyday Mathematics Minute Math+	McGrawHill	76577236	1
K	Everyday Mathematics Minute Math+	McGrawHill	76045110	5
	Everyday Math OK Essentials	McGrawHill	79019773	5
	Everyday Math TG V1	McGrawHill	2141409	6
	Everyday Math TG V2	McGrawHill	21414114	5
	Everyday Math Interactive Teacher's Guide to Activities	McGrawHill	76096610	1
	Everyday Math Sing Everyday	McGrawHill	21383618	3
	EDM Math Masters	McGrawHill	21348235	4
	EDM Resources for Kdg Classroom	McGrawHill	21379890	6
	EDM Assessment Handbook	McGrawHill	21366047	6
	EDM Center Activity Cards	McGrawHill	76045323	2
1st	EDM Assessment Handbook	McGrawHill	76045439	5
	EDM Differentiation Handbook	McGrawHill	7604548	1
	EDM Interactive Teacher's Lesson Guide	McGrawHill	76096629	4
	EDM OK Essentials	McGrawHill	7901979	4
	EDM Math Masters	McGrawHill	2134826	4
	EDM TG V2	McGrawHill	7603593	6
	EDM TG V1	McGrawHill	76035921	6
	EDM Activity Cards	McGrawHill	21409366	5
	EDM Ten Frames	McGrawHill	21407248	5

2nd	Everyday Math TG V1	McGraw Hill	21409919	6
	Everyday Math TG V2	McGraw Hill	21409951	8
	EDM Math Masters	McGraw Hill	21409242	5
	EDM OK Essentials	McGraw Hill	79019803	5
	EDM Assessment Handbook	McGraw Hill	002136608X	5
	EDM Differentiation Handbook	McGraw Hill	76045617	1
	EDM Teacher's Guide to Games	McGraw Hill	76220141	1
	EDM Teacher's Assessment Assistant	McGraw Hill	76560635	1
	EDM Teacher's Reference Manual	McGraw Hill	76045102	1
	EDM Activity Cards	McGraw Hill	21409374	5
	EDM Skills Link	McGraw Hill	007622502X	22
	EDM OK Student Essentials	McGraw Hill	79019935	62
	EDM Homelinks	McGraw Hill	21379599	47
3rd	EDM Home Links	McGraw Hill	21379637	93
	EDM TG V1	McGraw Hill	79021018	11
	EDM TG V2	McGraw Hill	79021042	9
	EDM Assessment Handbok	McGraw Hill	79021190	10
	EDM OK Essentials	McGraw Hill	79019838	13
	EDM Math Masters	McGraw Hill	21364648	7
	EDM Activity Cards	McGraw Hill	76745384	7
4th	Everyday Math Activity Cards	McGrawHill	76745392	5
	Everyday Math TG V1	McGrawHill	79021050	7
	Everyday Math TG V2	McGrawHill	79021069	6
	Everyday Math Assessment Handbook	McGrawHill	79021220	6
	EDM Math Masters	McGrawHill	21376581	4
	EDM OK Essentials	McGrawHill	79019846	14
	EDM Resource Package	McGrawHill	n/a	1
	EDM Sample Package	McGrawHill	978S2.1017367	2
Library	Crow Boy	Puffin	329060872	1

Books	How the Second Grade got the Statue of Liberty	Scholastic	807534315	1
	Encounter	Voyager	329127209	1
	Albert	Antheneum	689847629	1
	Amos & boris	Sunburst	032912403X	1
	The Man fron the Land of Fandango	Clarion	547819889	1
	Quack!	Abrams, Inc	810935481	1
	Umbrella	Puffin	329065300	1
	Brown Rabbit's Shape Book	Kingfisher	329159925	1
	My Mei Mei	Philomel	399243399	1
	Cyrus the Unsinkable Sea Serpent	Houghton Mifflin	329013408	1
	Farewell to Shady Glade	Houghton Mifflin	329013548	1
	Huge Harold	Houghton Mifflin	329137875	1
	Merle the High Flying Squirrel	Houghton Mifflin	329139185	1
	The Spooky Tail of Prewitt Peacock	Houghton Mifflin	395154944	1
	The Luckiest One of All	Houghton Mifflin	329014153	1
	Chester the Worldly Pig	Houghton Mifflin	329013319	1
	Hubert's Hair-Raising Adventure	Houghton Mifflin	329013904	1
	The Ant and the Elephant	Houghton Mifflin	329013041	1
	Jethro and Joel were a Troll	Houghton Mifflin	329014013	1
	Jennifer and Josephine	Houghton Mifflin	329014005	1
	Encore for Eleanor	Houghton Mifflin	329134418	1
	How the Droofus the Dragom	Houghton Mifflin	329013866	1
	Fly Homer Fly	Houghton Mifflin	329136550	1
	Pamela Camel	Houghton Mifflin	329137573	1
	The Whingdingdilly	Houghton Mifflin	329015168	1
	Zella Zack and Zodiac	Houghton Mifflin	329015257	1
	The Pinkish, Purplish, Bluish Egg	Houghton Mifflin	329014587	1
	Kermet the Hermit	Houghton Mifflin	329014064	1
	the Wump World	Houghton Mifflin	395198410	1
	Cock-A-Doodle Dudley	Houghton Mifflin	T 0001054	1
	Ella	Houghton Mifflin	329133136	1

	The Caboose Who Got Loose	Houghton Mifflin	329013254	1
	Eli	Houghton Mifflin	329040480	1
	The Seashore Book	Houghton Mifflin	329023632	1
	Big Bad Bruce	Houghton Mifflin	329138073	1
	No Such Things	Houghton Mifflin	329014382	1
	the Gnats of Knotty Pine	Houghton Mifflin	032901370X	1
	Nettie's Trip South		978-0-329-03801-4	1
	The Bracelet		0-399-22503-X	1
	Nine Spoons		0-922613-84-2	1
	The American plague		978-0-395-77608-7	1
	Frog Medicine		0-590-44178-7	1
	Storm in the Night		978-0329-02418-5	1
	Mr. Cornell's Dream Boxes		978-1-4424-9900-3	1
	Luke's Way of Looking		1-929132-18-2	1
	You Look Ridiculous		978-0-329-01523-7	1
	Piggies		978-0-329-14693-1	1
	When Mama comes Home Tonight		978-0-689-81065-7	1
	Galimoto		0-329-08605-7	1
	A New Coat for Anna		978-0-329-10893-2	1
	Letting Swift River Go		978-0-329-02811-4	1
	King Bidgood's in the Bathtub		978-0-329-04441-1	1
	Queen Victoria's Bathing Machine		978-1-4169-2735-2	1
	We Had a Picnic This Sunday Past		0-7868-0242-1	1
	The Best Single Mom in hte World		0-8075-0666-4	1
	The Sea House		1-158246-030-2	1
	Working Cotton		978-0-329-19284-6	1
	Winter on the Farm		978-0-329-02517-5	1
	A Spring Story		0-945912-06-4	1
	Baby Says		978-0-688-07424-1	1
	Max		978-0-329-14387-9	1
	Fishes in the Ocean		1-55041-395-3	1

	A Grain of Rice		978-0-329-05073-3	1
	The Adventures of Chuck the Duck		978-1-61862-066-8	1
	The Shrinking of Treehorn		0-8234-0189-8	1
	Being Messy			
	Elbert's Bad Word		978-0-329-21201-8	
	Treasure Island		0-7666-3185-0	
	The Long Winter		978-0-329-51240-8	
	The Hidden Staircase		0-448-09502-5	
	The Mystery of the Fire Dragon		0-448-09538-6	
	The Adventures of Huckleberry Finn		978-0-329-09029-6	
	The Indian in the Cupboard		978-1-413-14557-1	
	Alice's Adventures in Wonderland		978-0-329-22249-9	
	Marvin		978-0-329-03137-4	
	The Phantom of Pine Hill		4480954-2	
Reading Lab	Decoding Power System 3	Houghton Mifflin	978-0-544-59277-3	1
	Animal Ark Dog at the Door	Scholastic IncINC.	9780756977443	1
	Encyclopedia Brown Shows the way	Bantam Skylark	808538209	2
	Encycolpedia Brown Finds the Clues	Bantam Skylark	80541463	2
	Encyclopedia Brown Takes the Case	Bantam Skylark	55315723	
	Encyclopedia Brown Sets the Pace	Bantam Skylark	808550128	
	Encyclopedia Brown and the case of the MIdnight Vistor	Bantam Skylark	80854294	
	Encyclopedia Brown Lends a Hand	Bantam Skylark	785712054	
	Encyclopedia Brown and the case of the Treasure Hunt	Bantam Skylark	833529587	
	Encyclopedia Brown and the Case of the Secret Pitch	Bantam Skylark	808541447	
	Encyclopedia Brown and the Case of the Mysterious Handprints	Bantam Skylark	808564986	
	Encycloppedia Brown the Case of the Dead Eagles and Other Myst	Scholastic Inc	590325655	
	Encyclopedia Brown Sets the Pace	Scholastic Inc	590333003	
	Encyclopedia Brown Saves the Dave	Bantam Skylark	80853775	
	The Adventures of Tom Sawyer	Perma-Bound		
	Horrible Harry Goes to the Moon	Perma-Bound	141306742	
	Arthur and the Perfect Brother	Little, Brown & Company	71912200395	

	Nate the Great Goes Down in Dumps	Dell Young Yearling Book	833570161	
	Nate the Great	Perma-Bound	9780847964895	
	Nate the Great and the Fishy Prize	Dell Young Yearling Book	833521624	2
	Stanley Flat Again	HarperCollins	9780060298265	2
	Arthur and the Popularity Test	Little, Brown & Company	316115452	
	Stanley Christmas Adventure	HarperCollins	9780756976996	
	Flat Stanley in Space	HarperCollins	9780756957636	
	Invisible Stanley	HarperCollins	9780756915629	
	Flat Stanley	HarperCollins	9780756982522	
	Arthur and the Best Coah Ever	Little, Brown & Company	316119652	
	Arthur Rocks with Binky	Little, Brown & Company	316115426	
	Arthur and the Lost Diary	Little, Brown & Company	71912200395	2
	Star Wars Jedi Academy	Scholastic IncINC.	9780605729643	
	Jedi Academy Return of the Padawan	Scholastic IncINC.	9780545621250	
	Nate the Great Goes Undercover	Dell Young Yearling Book	808537563	2
	Nate the Great Saves the King of Sweden	Dell Young Yearling Book	440413028	
	Nate the Great and the Musical Note	Dell Young Yearling Book	833570153	
	Nate the Great and the Phony Clue	Dell Young Yearling Book	808537539	
	Nate the Great and the Boring Beach Bag	Dell Young Yearling Book	833527711	2
	Nate the Great Stalks Stupidweed	Dell Young Yearling Book	83352772	2
	Nate the Great and the Last List	Dell Young Yearling Book	808537512	
	The Adventures of Ratman	A Stepping Stone	83354285	
	Encyclopedia Brown Boy Detective	Batam Skylark	808541455	

	Encyclopedia Brown Takes the Cake	Batam Skylark	590328581	
	Nate the Great Where Are You	Dell Young Yearling Book	9780605855151	
	Meet Kit An American Girl	Scholastic IncINC.	439404991	
	Kits Surprise A Christmas Story	Pleasant Company	1584850213	
	Kit Learns A Lesson A School Story	Pleasant Company	158485121	
	Changes for Kit A Winter Story	Pleasant Company	1584850272	
	Kit Saves the Day A Summer Story	Pleasant Company	1544850256	
	Happy Birthday Kit	Pleasant Company	158485023	
	Meet Molly	Pleasant Company	937295817	
	Rita Robin	Bowman	1931281084	
	Curly Crane	Bowman	1931281165	
	Rico Roadrunner	Bowman	1931281025	
	Ono the Owl	Bowman	1931281068	
	Roddy the Rooster	Bowman	1931281327	
	Sonny the Trick Horse	Bowman	1931281289	
	Surprise Attack of jabba the Puppett	Abrahms	97814719708589	
	The Strange Case of Origami Yoda	Amulet Books	9780810984257	
	Mick Harte Was Here	Alfred A. Knopf	679970886	2
	Bridge to Terabithia	HarperCollins	881039217	
	Daniels Story	Scholastic IncINC.	590465880	
	Frankenstein Moved in on the Fourth Floor	HarperCollins	60238100	
	Nate the Great and the Snowy Trail	Dell Young Yearling Book	808537547	
	Dear God, Help! Love, Earl	Alfred A. Knopf	679834311	
	Barbara Park Don't Make Me Smile	Bullseye Books	808551884	
	The Kid in the Red Jacket	Bullseye Books	833502891	2
	The Way Home Looks Now	Scholastic IncINC.	9780605967939	
	Nate The Great San Francisco Detective	Dell Young Yearling Book	756913039	
	Nate the Great and the Halloween Hunt	Dell Young Yearling Book	83356232	

	Nate the Great and the Pillowcase	Dell Young Yearling Book	780760530	
	Nate the Great Talks Turkey	Dell Young Yearling Book	756978815	
	A to Z Mysteries The Deadly Dungeon	A Stepping Stone	679887555	2
	The Ninth Nugget	A Stepping Stone	37580269	
	The X-ed-Out X-Ray	A Stepping Stone	7980375824814	
	The Yellow Yacht	A Stepping Stone	9780375824821	
	The Runaway Racehorse	A Stepping Stone	439444764	
	The Falcon's Feathers	A Stepping Stone	6749890556	
	The School Skeleton	A Stepping Stone	3758136683	
	Dragon and the Red Dawn	A Stepping Stone	9780375837272	
	Midnight on the Moon	A Stepping Stone	679836745	
	Civil War on Sunday	A Stepping Stone	67989067	
	Thanksgiving on Thursday	A Stepping Stone	375906150	
	Tigers at Twilight	A Stepping Stone	780793048	
	Christmas in Camelot	A Stepping Stone	37581373	
	Viking Ships at Sunrise	A Stepping Stone	679890610	
	The Mysterious Dude of Ghost Ranch	A Stepping Stone	843129050	
	The Case of Saddle house Robbery	Puffin Books	141306785	
	Moon Dancer	Harcourt Inc	152766383	
	Ahyoka and the Talking Leaves	Lothrop, Lee & Shepard	688106978	
	The Best Christmas Pageant Ever	Haper Trophy	881039985	
	Lord of the Deep	Scholastic IncINC.	439540771	
	Wayside School Gets A Little Stranger	Avon Books	380723816	
	Treasure Island	Baronett Books	70097022414	
	Miracles on Maple HIll	Harcourt Inc	808537938	
	Saige	American Girl	9781609581664	
	Saige Paints the Sky	American Girl	9780329963408	
	High School Musical 3	Disney Press	978142311202	
	The Hunt For the Golden Book	Scholastic IncINC.	9780545646499	

	Nate the Great and Snowy Trail	Dell Young Yearling Book	808537547	
	Nate the Great and the Monster Mess	Dell Young Yearling Book	9780605346802	
	Nate the Great and the Mushy Valentine	Dell Young Yearling Book	440410134	
	A Dangerous Promise	Bantam DoubleDay	4450219655	
	Will's Story 1771	Colonial Williamsburg	879352264	
	Joan Lowery Nixon	Colonial Williamsburg	879352280	
	Island of the Blue Dolphins	Dell Young Yearling Book	881030279	
	Haunted Castle on Hallows Eve	A Stepping Stone	375825215	
	Summer of the Sea Serpent	A Stepping Stone	9780375827358	
	Boss of Lunch	A Stepping Stone	9780375802942	
	Dumb Bunny	A Stepping Stone	9780375838095	
	Secret of the Silver Key	HarperCollins	9780062082992	
	Secret Admirer	HarperCollins	9780062082954	
	Mrs. Frisby and the Rats of NIMH	Aladdin Books	881038768	
	The Cloud Castle	Scholastic IncINC.	9780545835367	
	The Orange Outlaw	A Stepping Stone	375802703	
	Say Cheese and Die	Scholastic IncINC.	613707702	
	Chicken Chicken	Scholastic IncINC.	9780756978488	
	The Noonday Friends	HarperCollins	64400093	
	Fourth Grade Rats	Scholastic IncINC.	785701869	
	Mountain Dog	Olga & Aleksey Ivanov	9780605832701	
	The Wind in the Willows	Dell Young Yearling Book	808540769	
	Midsummer Nights	HarperCollins	60507187	
	The Search for Treasure: the 6th Adventure in the Kingdom of Fantasy	bridgestone books	9780545656047	
	Field Trip to Niagara Falls	Scholastic IncINC.	756969417	
	Meet Me In Horrorwood	Scholastic Inc	9780545307437	
	Save the White Whale	Scholastic Inc	9780545103770	

	The Karate Mouse	Scholastic Inc	9780545103695	
	The Haunted Castle	Scholastic Inc	9780545103749	
	A Cheese Colored Camper	Scholastic Inc	756958865	
	The Phantom of the Subway	Scholastic Inc	9780439661621	
	Attack of the Bandit Cats	Scholastic Inc	439559707	
	A Fabumouse Vacation for Geronimo	Scholastic Inc	439559715	
	Cat and Mouse in a Haunted House	Scholastic Inc	439559650	
	Babymouse Mad Scientist	Random House	9780375965746	
	Run for the Hills, Geronimo	Scholastic Inc	9780545331326	
	The Way of the Samurai	Scholastic Inc	978054534101	2
	The Hunt for the Hundredth Key	Scholastic Inc	9781338087789	
	Valley of the Giant Skeletons	Scholastic Inc	545021324	
	Mighty Mount Kilimanjharo	Scholastic Inc	9780545103718	
	The Enchanted Charms: The 7th Anventure in the Kingdom of Fantasy	Scholastic Inc	9780545746151	
	The Secret of Cacklefur Castle	Scholastic Inc	756959454	
	The House Island Marathon	Scholastic Inc	439841216	
	All the Wrong Questions	Little, Brown & Company	9780316123082	
	The Case of the Haystack Kitties	Puffin Books	141304065	
	The Original Adventures of Hank the Cowdog	Puffin Books	833568159	
	The Peculiar Pumpkin Thief	Scholastic Inc	9780545103725	
	The Mona Mousa Code	Scholastic Inc	9780756959227	
	Geronimo and the Gold Medal Mystery	Scholastic Inc	545021332	
	The Curse of the Cheese Pyramid	Scholastic Inc	439559642	
	Thea Stilton and the Ice Treasure	Scholastic Inc	9780545331340	
	Paws off Cheddarface	Scholastic Inc	439559685	
	The Littles and the Lost Children	Scholastic Inc	590430262	
	The Littles Take A Trip	Scholastic Inc	590462229	
	The Littles Go Exploring	Scholastic Inc	590465961	
	Rickshaw Girl	Charlesbridge	9781580893091	
	Clementine	Hyperion Books	786838825	

	The Secret of the Attic	Magic Attic Press	1575130017	
	Lost Treasure of the Emerald Eye	Scholastic IncINC.	439559634	
	The Mummy with No Name	Scholastic IncINC.	439841178	
	The Halloween You 'Fraidy Mouse	Scholastic IncINC.	439559731	
	The Case of the Shipwrecked Tree	Puffin Books	67003603	
	The Case of the Deadly Ha-Ha Game	Puffin Books	141310480	
	The Case of the Vampire Vacuum Sweeper	Puffin Books	141304057	
	The Case of Vanishing Fishhook	Puffin Books	141303565	
	The Case of the Twisted Kitty	Puffin Books	142400416	
	A Very Merry Christmas	Puffin Books	545021359	
	The Adventures of Huckleberry Finn	Perma-Bound	812504224	
	Roots in the Outfield	Houghton Mifflin	395451841	
	The Secret of the Fairies	Scholastic IncINC.	9780545556248	
	Henry and the Clubhouse	Avon Books	380709155	
	Try Our Large Economy Size	Avon Books	380709120	
	Beverly Cleary Ralph S. Mouse	Avon Books	380709570	
	Keeps the Peace	Dell Young Yearling Book	553157353	
	Geronimo Stilton Secret Agent	Scholastic IncINC.	54502134	
	The Race Across America	Scholastic IncINC.	545021375	
	The Kingdom of Fantasy	Scholastic IncINC.	545980259	
	Geronimo Valentine	Scholastic IncINC.	545021367	
	I'm Too Fond of My Fur	Scholastic IncINC.	439559669	
	The Tower Treasure	Grosset & Dunlap	7091808964	
	Trouble in Paradise	Aladdin Books	75697500	
	Close Encounters	Aladdin Books	756974941	
	Death and Diamonds	Aladdin Books	756978491	
	Bayport Buccaneers	Aladdin Books	756978286	
	Wanted	Aladdin Books	756975042	
	Blown Away	Aladdin Books	756977355	
	Thrill Ride	Aladdin Books	756977045	
	Hurricane Joe	Aladdin Books	756974968	

	Murder at the Mall	Aladdin Books	756982987	
	Drug Free Zone	Random House	785707026	
	Tuck Everlasting	Scholastic Inc	43936678	
	Laura's Ma	HarperCollins	60278978	
	Ruby Holler	HarperCollins	60277335	
	Walk Two Moons	HarperCollins	9780060233341	
	Insect Invaders	Scholastic IncINC.	439314313	
	Electric Storm	Scholastic IncINC.	439314348	
	Bobby the Brave (Sometimes)	Arthur A Levine	9780545055949	
	Sailing to Freedom	Henry Kolt & Company	9780605820609	
	Jackson Jones and the Puddle of Thorns	Dell Young Yearling Book	440410665	
	The Case of the Marshmallow Monster	Scholastic IncINC.	439184738	
	Are you there God? It's Me, Margaret	Yearling Book	440404193	
	Just Call me Stupid	Putnam	823410455	
	The Secret of 13	Scholastic IncINC.	7807300195	
	Who's in Love with Arthur	Little, Brown & Company	316115401	
	The Gollywhopper Games	Greenwillow Books	9780061214523	
	Drawn to Trouble	Roaring Brook Press	9781596436718	
	Gotta Dance	Random House	67984032	
	The Berenstain Bear Scouts Meet BigPaw	Scholastic Inc	7807300299	
	Amazing Magnetism	Scholastic Inc	439314321	
	The Secret Laundry Moster Files	Puffin Books	670035416	
	The Trouble with Cats	Holiday House	823414795	
	Brendan Buckley's Universe and Everything in it	Delacorte Press	9780385734394	
	Changes for Addy A Winter Story	Pleasant Company	156247085	
	Encyclopedia Brown Cracks the Case	Dutton Childrens	9780525479246	
	The Animal Shelter Mystery	Albert Whitman & Company	807503673	
	Oliver	HarperTrophy	808567993	2
	Marvin One Too Many	HarperCollins	60287691	

	Big Max	HarperTrophy	80852598	
	One Saturday Evening	Duttton	9780525471035	
	The Naughty Puppy	Franklin Watts	1404800670	
	Little Racoon's Big Question	GreenWilliow	60521163	
	Bumble Meets Shelby Spider	Piture Window	1404812865	
	Best Friends Wear Pink Tutus	Scholastic Inc	59046437	
	Lion and Lamb Step Out	Byron Press	836817729	
	Monkey Monkey Trick	Random House	833524682	
	Dinosaur Babies	Random House	833585037	
	Hedgehog Bakes a Cake	Bantam Books	55305872	
	Janey Crane	The Kane Press	1575650223	
	Harriet and the Riller Coaster	Puffin Books	140504672	
	When I Miss You	Albert Whitman & Company	807589039	
	When I Care about Others	Albert Whitman & Company	807588989	
	Mother, Mother, I Want Anither	Crown Publishers	812455835	
	Deputy Dan and the Bank Robbers	Random House	808535641	
	Norma Jean, Jumping Bean	Random House	833504169	
	Baseball Brothers	Scholastic Inc	590383981	
	Clara and the Bookwagon	HarperTrophy	833558773	
	Barney Horse	HarperTrophy	833599984	2
	The Cow That Got Her Wish	Norwood House Press	1599531895	
	Keep the Lights Buring Abbie	Carolrhoda books	876144547	
	That is Not My Hat	The Millbrook Press	761320334	
	Snowshow Thompson	HarperCollins	60238011	
	Oliver and Amanda and the Big Snow	Puffin Books	803717628	
	I love to Sneeze	Bantam Books	553075764	
	Singing Sam	Random House	833528688	2
	Dexter's Journey	Crabtree House	778708462	
	The Case of the Chocolate Fingerprints	Scholastic IncInc	590262173	
	Encycolpedia Brown Tracks Them Down	Bantam Books	808539051	
	Out of the Dust	Scholastic IncInc	590376195	

	The Case of the Missing Movie	Scholastic IncInc	590262181	
	Scooby Doo and You The Case of the Doughy Creathure	Scholastic IncInc	439217520	
	Encyclopedia Brown Takes the Cake	Scholastic IncInc	808549685	
	Encyclopedia Brown and the Case of the Mysterious Handprints	Bantam Books	808564986	
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	Henry and Ribsy	Avon Camelot	881032662	
	NHenry and Beezus	Avon Camelot	881032700	
	Henry Higgins	Avon Camelot	380709120	
	Watch Out Man Eating Snake	Dell Young Yearling	833524437	
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	Justin and the Best Biscuits in the World	A Knopf Paperback	833560204	
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	The Case of the Kidnapped Collie	Puffin Books	141304022	
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	The Curse of the Incredible Priceles Corncob	Puffin Books	877191425	
	The Case of the Halloween Ghost	Puffin Books	833568221	
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	Mr. Harrison is Embarrassin	Scholastic IncInc	9780545414517	
	Cature the Flag	Scholastic IncInc	9780605722491	
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	The Trail of the Screaming Teenager	Dell Young Yearling	83356255	
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	The Wild Whale Watch	Scholastic IncInc	43910996	
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	Sun and Spoon	Puffin Books	141300957	
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	Hanukkah	Heinemann Library	158810530	
	Diwali	Heinemann Library	158810527	

	Circus 123	Heinemann Library	1588105458	
	Body Parts	Heinemann Library	14034085955	
	Circus Clown	Heinemann Library	158810544	
	Whats Awake ABC	Heinemann Library	1588108848	
	It's My Body ABC	Heinemann Library	1403408947	
	Seeds	Heinemann Library	1588105253	
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	Welcome To the Circus	Heinemann Library	1588105415	
	Roots	Heinemann Library	1588105245	
	Kwanzaa	Heinemann Library	1588105288	
	Las Posadas	Heinemann Library	1588105318	
	Circus Performers	Heinemann Library	1588105423	
	My Head	Heinemann Library	1403408912	
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	Leaves	Heinemann Library	1588105210	
	Legs, Knees, Feet and Toes	Heinemann Library	1403408904	
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	Food and Recipes of the Westward Expansion	PowerKids Press	823951154	
	Food and Recipes of the Revolutionary War	PowerKids Press	823951138	
	Food and Recipes of the Civil War	PowerKids Press	82395112	
	Food and Recipes for the Pilgrims	PowerKids Press	823951170	
	Food and Recipes of the Thirteen Colonies	PowerKids Press	823951146	
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	More Sideways Arithmetic from Wayside School	Scholastic IncInc	756959233	
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	Noahs Ark	Candlewick	1564022137	
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	Take a Walk on a Rainbow	Picture Window Book	1404806601	
	Autumn Orange	Picture Window Book	1404831088	
	Time	Childrens Press	516016512	
	Time to Learn about Seasons and Years	ABDO & Daughters	9781604530186	
	Telling Time	DK	9780756629496	
	Amazing Animal Babies	Alfrwed Knopf	511527	
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	Seasons	Childrens Press	516016474	
	Matter	Capstone	736826173	
	The Great Dinosaurs	Troll Associates	893752428	
	Animal Homes A First Look at Animals	Scholastic IncInc	590205854	
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	Fun with Water and Bubbles	McGraw	71348239	
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	All About Deer	Scholastic IncInc	439058740	
	Baby Wolf	Grosset & Dunlap	44841645	
	Black Bears	Children Press	9780531268315	

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	A Wall of Names The Story of the Vietam Veterans Memorial	Random House	833575309	
	A Visit to Vietnam	Heinemann Library	1575721201	
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	Egyptians	Usborne	1580866565	
	Operation Enduring Freedom	ABDO & Daughters	1577656652	
	Feathers	Henry Holt & Company	805067132	
	A Moon in Your Lunch Box	Redfeather Books	805035451	
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	Seeing the Blue Between Advice and Inspiration for Young Poets	Candlewick	763608815	
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	A True Book Europe	Childrens Press	516263757	
	Maps and Globes	Childrens Press	516016954	
	It's Valentine's Day	Scholastic IncInc	808533827	
	When the Frost is on the Punkin	David R. Godine	879239123	
	A Whiff of Pine, a Hint of Skunk	Margaret K. McElderry	141694114	
	Casey At the Bat	First Scholastic Inc	439336767	
	Heartland	Harper Trophy	690047304	
	South America	Childrens Press	516012967	
	I Can Be An Archaeologist	Childrens Press	516019090	
	American Flags	Abrams	810945061	
	Mississippi Mud	HarperCollins	60244321	
	The American Flag	PowerKids Press	1404226869	
	Israel	Bridgestone	736801529	
	Rome and Romans	Usborne		
	Asia	Heinemann Library	157572448	

	A True Book ASIA	Childrens Press	516263714	
	The Story of The Persian Gulf War	Childrens Press	5196047620	
	Switzerland	Childrens Press	736811095	
	The Netherlands	Childrens Press	516011375	
	Denmark	Bridgestone	736813713	
	Spain	Raintree Steck-Vaughen	811436780	
	In Aunt Giraffes Green Garden	GreenWillow	9780066238685	
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	Franklins Neighborhood	Scholastic IncInc	439083699	
	Franklin Plants a Tree	Scholastic IncInc	439203821	
	Franklin wants a badge	Scholastic IncInc	439431220	
	Franklin in the Dark	Scholastic IncInc	590445065	
	Franklin and the Thunderstorn	Scholastic IncInc	590026356	2
	Franklin's Christmas	Scholastic IncInc	590026119	
	Franklin's Canoe Trip	Scholastic IncInc	439338778	
	Franklin Goes to School	Scholastic IncInc	1550744240	2
	Franklin's Class Trip	Scholastic IncInc	590130021	
	Franklin's Birthday Party	Scholastic IncInc	439203830	
	Franklin Snoops	Scholastic IncInc	439431204	
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	Franklin and The Big Kid	Scholastic IncInc		
	Franklin's Baby Sister	Scholastic IncInc	439203783	
	Franklin's New Friend	Scholastic IncInc	1550743619	
	Franklin Runs Away	Scholastic IncInc	439238218	
	Franklin Plays Hockey	Scholastic IncInc	439338808	
	Franklin's Thanksgiving	Scholastic IncInc	43923820	
	Hurry Up Franklin	Scholastic IncInc	921103689	
	Franklin Is Lost	Scholastic IncInc	590462555	

	Franklin Says I Love You	Scholastic IncInc	43933876	
	Franklin and Harriet	Scholastic IncInc	439203813	
	Franklin's Blanket	Scholastic IncInc	1550741543	
	Franklin Goes to Hospital	Scholastic IncInc	439083702	
	Franklin's Secret Club	Scholastic IncInc	590130005	
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	Kansas City Chiefs	Creative Education	1583410473	
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	Dallas Cowboys	Creative Education	886827892	
	Washington Redskins	Creative Education	1583410635	
	Denvor Broncos	Creative Education	1583410422	
	Green Bay Packers	Creative Education	1583410449	
	Jacksonville Jaguars	Creative Education	1583410465	
	Buffalo Bills	Creative Education	1583410376	
	Greenway Packers	Creative Education	886827930	
	The Los Angeles Lakers	Norwood House Press	1599530686	
	The Dallas Cowboys	Norwood House Press	159953004	
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	Franklin Has A Sleepover	Creative Education	1550743007	
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	now entering weirdsville	contemperary books	512848	
	the internet for kids	grolier publishing	9780516203348	
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	dont share your plans online	powerkids	9781477707548	
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	newspaper	abdo	9781591975472	
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	hey diddle diddle	g.p. putnams sons	1440072	
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	alphabet puzzle	hrop lee and shepard boo	688080448	
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	toasty toes	Picture Window Book	9781404813205	
	from the garden	Picture Window Book	9781404805781	
	bunches of buttons	Picture Window Book	9781404813151	
	one giant splash	Picture Window Book	9781404805774	
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	baby animals	capstone press	9780736816755	
	the cheerios counts book	scholastic	9780590003216	
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	the book of times	Scholastic IncInc	439210445	
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	pigs, cows and probibility	capstone press	9781429645294	
	math for all seasons	scholastic	439210429	
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	sorting money	capstone press	9780736867382	
	math for smarty pants	Scholastic IncInc	590489402	
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	maine facts and symbols	hilltop books	736803769	
	louisiana facts and symbols	hilltop books	736800816	
	kentucky facts and symbols	hilltop books	736806393	
	kansas facts and symbols	hilltop books	736806385	
	iowa facts and symbols	hilltop books	736806377	
	indiana facts and symbols	hilltop books	736802185	
	illinois facts and symbols	hilltop books	1560657669	
	idaho facts and symbols	hilltop books	736806369	
	georgia facts and symbols	hilltop books	736802150	
	florida facts and symbols	hilltop books	1560657650	
	the north west indians	Bridgestone Books	736843167	
	lake erie	capstone press	736822089	
	the amazing impossible erie canal	simon and schuster books	27426416	
	the choctaw	rourke publications	866256024	
	tne cherokee	compass point	756500796	
	the southeat indians	capstone press	736843175	
	the white house	powerkids press	1477707387	
	pioneer children of appalachia	clarion books	922716	
	a colonial town	crabtree publishing	925149	
	the lost colony of roanoke	g.p. putnams sons	399240276	
	the story of the alamo	childrens press	516046012	
	the canary prince	Scholastic IncInc		

	frontier home	houghton mifflin company	395640466	
	Dancing teepees	holiday house	823407241	
	henry wadsworth longfellow	sterling publishing comp	806994177	
	paul reveres ride	mulberry paperback book	813824	
	this first thanksgiving day	harpercollins	688145558	
	the mists of eden	landmark educations	933849699	
	the random hosue book of poetry	random house	394850106	
	hall to mall	henry holt & company	1702802	
	today today	Scholastic IncInc	439590787	
	the animals	argaret k mceldberry book	689505744	
	red dragonfly on my shoulder	harpercollins	60226242	
	pish posh said hieronymus	harcourt beace jovanvich	152622101	
	a year goes round	karen b winnnick	1563978989	
	butterfly eyes	houghton mifflin company	061856313X	
	canada	Bridgestone Books	736807667	
	visiting a village	historic comunities	865054878	
	if i ran the rain forest	random house	375910972	
	rain forestr	EDC	1601301103	
	experaments with heat	chidrens press	516012770	
	exploring magnets	raintree books	811425932	
	magnets	heinemann library	1588102432	
	sound	rourke publications	1589520157	
	electricity	rourke publications	1589520114	
	electricity	Bridgestone Books	736814043	
	experiments with magnets	childrens press	516012797	
	gravity	rourke publications	1589520130	
	wetland plants	heinemann library	1575728303	
	desert plants	heinemann library	1575728214	
	forest plants	heinemann library	1575728230	
	dinosaurs	EDC	1580869297	
	wetlands	compass point	756500257	

	what if there were no sea otters	picture window books	1404860185	
	dirt the scoop on soil	picture window books	1404800123	
	what is there were no bees	picture window books	1404860193	
	science for kids	tab books	830624937	
	big red	cat	316234354	
	knockout knock knocks	weekly reader	525332553	
	pirates	random house	375802991	
	fathers, mothers, sisters, brothers	reading rainbow	140548491	
	winter lights	greenwillow books	60008172	
	haiku hike	scholastic	043982253X	
	casey back at bat	harpercollins	60560266	
	the gettysburg address	compass point books	756512719	
	abraham lincoln comes home	ry holt and company new y	805075291	
	the northeast indians	capstone press	736843140	
	the pequot tribe	Bridgestone Books	736809481	
	a boy becomes a man at wounded knee	alker and company new yo	802781748	
	king arthur	troll associates	1536150	
	winter	sea to sea	1597711233	
	seasons	sterling publishing	806993359	
	rocket science	scholastic	439234921	
	los huevos parlantes	ial books for young reader	803719914	
	five little ducks	northsouth	1558587004	
	into the west	capstone press	9781476502373	
	the christmas tree ship	sleeping bear press	9781585362851	
	australia	Bridgestone Books	736810757	
	a childs alaska	alaska northwest books	882404571	
	buffalo hunt	scholastic	590464254	
	go west	national geographic	792254465	
	welcome to the usa oklahoma	the childs world	1592963811	
	dear oklahoma city, get well soon	alker and company new yo	802784364	
	lake superior	capstone press	736822127	

	lake michigan	capstone press	736822100	
	looking for jaguar	greenwillow books	60297913	
	calendar	holiday house	823417255	
	celebrations	holiday house	823405508	
	twinkle twinkle little star	whispering coyote press	1879085879	
	countries of the world somalia	Bridgestone Books	736811087	
	africa	heinemann library	1575724464	
	ashanti to zulu	margaret musgrove	1411511	
	stone bench in an empty park	orchard books	531302598	
	explorers	childrens press	516019260	
	the atlantic ocean	childrens press	516012894	
	explorers	childrens press	51619260	
	explorers news columbus in japan	candlewick press	763609854	
	satellities and the GPS	compass point books	756505976	
	voyages to the new world	thomson learning	1568471211	
	the search for the east	thompson learning	1568471203	
	exploring the world magellan	compass point books	756511461	
	continents	childrens press	516012916	
	around the world in a hundred years	g.p putnam's sons	399225277	
	sunken treasure	Harper Trophy	833542249	
	geography from a to z	harper collins	690046162	
	the mutiny on the bounty	alker and company new yc	802795870	
	ana and adam building an acrostic	norwood house	1599534339	
	rena and rio build a rhyme	norwood house	1599534398	
	nina and nolan build a nonsense poem	norwood house	1599534371	
	rick and rachel building a research report	norwood house	1599535831	
	sophie and sadie build a sonnet	norwood house	1599534401	
	think for yourself	capstone press	1429699515	
	insects	walterfoster	1600585078	
	sea creatures	walterfoster	1560108630	
	drawing with your fingerprints	gareth stevens	836836286	

	1-2-3 draw cars, trucks, and other vehicles	peel productions	939217449	
	1-2-3 draw knights, castles, and dragons	peel productions	939217430	
	dinosaurs	walterfoster	1560108177	
	the alqonquin	compass point books	756506425	
	countries of the world mexico	Bridgestone Books	1560654767	
	q&a mexico	capstone press	736824790	
	countries of the world nicaragua	Bridgestone Books	736811079	
	bored bella learns about fiction and nonfiction	picture window books	1404857583	
	writing to correspond	powerkids press	1404228314	
	talkaty talker	boyds mills press	156397195X	
	america the beautiful	little brown and company	316159964	
	sing a song of piglets	clarion books	618011374	
	from caterpillar to butterfly	franklin watts	531144933	
	dinosaurs	childrens press	516026121	
	pueblos	capstone press	736837264	
	tepees	Bridgestone Books	736837272	
	helemets,masks & goggles	abdo	1617148261	
	how a book is made	harper collins	64460851	
	thermometers	capstone press	736825193	
	balances	capstone press	736825169	
	toothpaste	blackbirch press	1567114814	
	prairies and grasslands	childrens press	516017063	
	look what mouths can do	lerners publications	761394621	
	look what feet can do	lerners publications	761394605	
	plant packages	picture window books	1404801081	
	buds and blossoms	picture window books	140480112X	
	plant plumbing	picture window books	140480109X	
	catching sunlight	picture window books	1404801111	
	dilophosarus	dinosaur collection	836811410	
	dinosaur hunters	random house	1438969	
	a dinosaur named after me	harcourt brace jovanovich	152234942	

	faithful elephants	houghton miffin company	1415538344	
	a horse in the house	candlewick press	763628387	
	how can i experiment with light	rourke publishing	1589520149	
	the mystery of the singing ghost	bert whitman and company		
	The Story of The battle of shiloh	childrens press chicago	0-516-04754	
	New hampshire facts and symbols	Hilltop books	9780736805247	
	the assassination of abraham lincoln	compass point books	756506786	
	Nevada facts and books	Hilltop books	9780736805247	
	West virginia facts and symbols	Hilltop books	9780736805285	
	Washington, D.C facts and symbols	Hilltop books	9780736805278	
	Washington facts and symbols	Hilltop books	9780736800877	
	Virginia facts and symbols	Hilltop books	9780736802215	
	Vermont facts and symbols	Hilltop books	9780736806473	
	New mexico facts and symbols	Hilltop books	9780736803809	
	New jersey facts and symbols	Hilltop books	9780736803793	
	Oklahoma facts and symbols	Hilltop books	9780736806435	
	Texas facts and symbols	Hilltop books	9781560657682	
	Wyoming facts and symbols	Hilltop books	9780736805292	
	Wisconsin facts and symbols	Hilltop books	9780736802178	
	Oklahoma facts and symbols	Hilltop books	9780736806435	
	Rhode Island facts and symbols	Hilltop books	9780736806459	
	Puerto Rico facts and symbols	Hilltop books	9780736806442	
	Pennsylvania facts and symbols	Hilltop books	9780736800860	
	Oregon facts and symbols	Hilltop books	9780736802161	
	Ohio facts and symbols	Hilltop books	9780736800853	
	North dakota facts and symbols	Hilltop books	9780736806428	
	Connecticut facts and symbols	Hilltop books	9780736802147	
	Arkansas facts and symbols	Hilltop books	9780736806343	
	Alaska facts and symbols	Hilltop books	9780736805223	
	Alabama facts and symbols	Hilltop books	9780736803748	
	Nebraska facts and symbols	Hilltop books	9780736800846	

	Montana facts and symbols	Hilltop books	9780736803786	
	Missouri facts and symbols	Hilltop books	9780736803779	
	Mississippi facts and symbols	Hilltop books	9780736806404	
	Minnesota facts and symbols	Hilltop books	9780736802192	
	Utah facts and symbols	Hilltop books	9780736805261	
	Tennessee facts and symbols	Hilltop books	9780736805254	
	South dakota facts and symbols	Hilltop books	9780736806466	
	South carolina facts and symbols	Hilltop books	9780736802208	
	Colorado facts and symbols	Hilltop books	9781560657644	
	California facts and symbols	Hilltop books	9781560657637	
	Hawaii facts and symbols	Hilltop books	9780736803755	
	The three princes the tale from the middle east	A holiday house book	9780823411153	
	Baba yaga a russian folktale	A holiday house book	9780823408542	
	Trouble	Gulliver books	9780152002190	
	Anansi goes fishing	A holiday house book	9780823409181	
	A cool drink of water	National geographic society	9780792267232	
	Three little pigs	world book childcraft	9780716616023	
	The blackfeet	compass point books	9780756500788	
	The sioux	compass point books	9780756500849	
	Life in a plains camp	rabtree publishing compan	9780778703693	
	Nations of the plains	rabtree publishing compan	9780778703686	
	the great plains indians	Bridgestone Books	9780736843157	
	life in a sioux village	heinemann library	9781588102508	
	life in the dust bowl	heinemann library	9781588102485	
	buffalo soldiers	twenty-first century books	9780805023725	
	the plains people	childrens press	9780516080734	
	the great basin indians	capstone press	9780736843188	
	south america	heinemann library	9781588100023	
	brazil	capstone press	9780736824811	
	colombia	Bridgestone Books	9780736810760	
	the blackfeet people of the dark moccasins	Bridgestone Books	9780736815659	

	the pueblo	compass point books	9780756500825	
	a history mystery	an avon camelot book	928564	
	island continents & supercontinents	heinemann library	9781403429896	
	animal poems	farrar straus giroux	9780374380571	
	what rhymes with moons	philomel books	9780399225017	
	count me a rhyme	wordsong	9781590783450	
	animal friends	henry holt and company	9780805038170	
	the vietnam veterans memorial	Bridgestone Books	9780736811163	
	vietnam the culture	rabtree publishing compan	9780865052253	
	vietnam the land	rabtree publishing compan	9780865052239	
	vietam the people	rabtree publishing compan	9780865052246	
	explore ancient egypt	nomad press	9780979226830	
	mounds of earth and shell	tundra books	9780516081717	
	houses of bark	tundra books	9780516081618	
	houses of adobe	tundra books	9780516081731	
	Maiasaura	he new dinosaur collectior	9780836810851	
	Triceratops	he new dinosaur collectior	9780836810486	
	Iguanodon	he new dinosaur collectior	9780836810455	
	Plesiosaurus	he new dinosaur collectior	9780836812787	
	tyrannosaurus	he new dinosaur collectior	9780836810493	
	Deinonychus	he new dinosaur collectior	9780836811407	
	protoceratops	he new dinosaur collectior	9780836810462	
	chasmosaurus	he new dinosaur collectior	9780836813456	
	vulcanodon	he new dinosaur collectior	9780836813500	
	brachiosaurus	he new dinosaur collectior	9780836810448	
	allosaurus	he new dinosaur collectior	9780836810820	
	stegosaurus	he new dinosaur collectior	9780836810479	
	velociraptor	he new dinosaur collectior	9780836810875	
	apatosaurus/brontosaurus	he new dinosaur collectior	9780836812732	
	coelophysis	he new dinosaur collectior	9780836811391	
	parasaurolophus	he new dinosaur collectior	9780836810868	

	megalosaurus	he new dinosaur collectior	9780836812756	
	diplodocus	he new dinosaur collectior	9780836810844	
	pterodactylus	he new dinosaur collectior	9780836811438	
	spinosaurus	he new dinosaur collectior	9780836813494	
	ouranosaurus	he new dinosaur collectior	9780836812763	
	pachycephalosaurus	he new dinosaur collectior	9780836812770	
	oviraptor	he new dinosaur collectior	9780836813470	
	baryonyx	he new dinosaur collectior	9780836812749	
	psittacosaurus	he new dinosaur collectior	9780836813487	
	muttaburrasaurus	he new dinosaur collectior	9780836813463	
	ankylosaurus	he new dinosaur collectior	9780836810837	
	green bay packers	ABDO publishing company	9781617140129	
	new york jets	ABDO publishing company	9781617140228	
	pittsburgh steelers	ABDO publishing company	9781617140259	
	dallas cowboys	ABDO publishing company	9781617140099	
	minnesota vickings	ABDO publishing company	9781617140181	
	new orleans saints	ABDO publishing company	9781617140204	
	san francisco 49ers	ABDO publishing company	9781617140273	
	indianapolis colts	ABDO publishing company	9781617140143	
	new england patriots	ABDO publishing company	9781617140198	
	oklahoma sooners	ABDO publishing company	9781617835025	
	vietnam	Bridgestone Books	9781560657408	
	cambodia	Bridgestone Books	9780736813709	
	indonesia	Bridgestone Books	9780736811064	
	houses of wood	tundra books	9780516081816	
	houses of snow, skin and bones	tundra books	9780516081809	
	houses of hide and earth	tundra books	9780516081687	
	A taste of italy	thomson learning	9781568470986	
	a taste of japan	thomson learning	9781568470979	
	electricity and magnetism	raintree steck-vaughn	9780811430043	
	floating and sinking	raintree steck-vaughn	9780811430012	

	miriam's cup	scholastic	590677209	
	the robber baby	greenwillow books	688097405	
	town mouse country mouse	scholastic	590631683	
	captin stormlong	compass point books	756506018	
	paul bunyan	troll associates	816702543	
	cendrillon	d schuster books for youn	689806668	
	The bearskinner	candlewick press	9780763627300	
	the enchanted wood	little, brown and company	316770183	
	cut from the same cloth	philomel books	399219870	
	the village of round and square houses	little, brown and company	316328626	
	snow white	little, brown and company	316354503	
	rapunzel	troll associates	893751359	
	how rabbit tricked otter	harper collin publishers	60212853	
	beowulf	houghton millller company	061875637X	
	david and the giant	random house	394888677	
	stone soup	aladdin books	1423433	
	stories to solve	greenwillow books	315416	
	rabbits gift	harcourt, inc	152063129	
	the magic school bus going batty	scholastic	590738720	
	the magic school bus at the water works	scholastic	590403605	
	the magic school bus lost in the solar system	scholastic	590414291	
	special boat units	capstone books	736803416	
	the creation of the U.S constitution	capstone press	736864911	
	the U.S constitution	capstone press	736895957	
	a new true book the constitution	childrens press	516012312	
	a new true book united nations	childrens press	516017101	
	a new true book nuclear energy	childrens press	516012371	
	a new true book conservation	childerns press	516016180	
	a new true book money	childrens press	516016970	
	earning money	capstone high/low books	1560657111	
	maybe you should fly a jet! maybe you should be a vet	beginner books	394844483	

	the u.s house of representatives	capstone press	736822887	
	aesop's fables	puffin books	319996	
	the ugly ducklings	troll associates	1433507	
	writing to explain	powerkids press	1404228330	
	writing to describe	powerkids press	1404228322	
	writing to persuade	powerkids press	1404228357	
	writing to instruct	powerkids press	1404228349	
	writing to retell	powerkids press	1404228365	
	jesse and jasmine build a journal	norwood house press	1599535858	
	olivia and oscar build a opinion piece	norwood house press	1599535823	
	neil and nan build a narrative nonfiction	norwood house press	1599535866	
	frank and jiona build a ficional story	norwood house press	1599535874	
	the wing win brothers math spectacular	holiday huouse / newyork	823423204	
	community helpers newspapers carriers	brigestone books	736811311	
	grocer	marshall cavendish	761427201	
	general store	blue earth books	1560657235	
	the post office book mail and how it moves	harper & row publishers	1424092	
	pony express	Scholastic IncInc	590202391	
	all kinds of clothes	yellow umbrella books	736820256	
	conestoga wagons	holiday house	99019726	
	native homes	rabtree publishing compan	778703711	
	mummies made in egypt	harper collinspublishers	1525211	
	mummies	rhoda books, inc. minneap	876146434	
	the first thansgiving	philomel books	9146643	
	carnival	compass point books	756504783	
	labor day	media enhanced books	160596770X	
	celebrating kwanzhh	holiday house	082341048X	
	lets celebrate thanksgiving	watermill press	1534395	
	happy st. patricks day	powerkids press	1404238115	
	american indian	childrens press	516201344	
	happy birthday	raintree steck-vaughn	817235108	

	a new true book holidays around the world	childrens press	5516016245	
	trick ster	fulcrum books	9781555917241	
	can you greet the whold wide world	houghton mifflin company		
	what if the polar ice caps melted?	childrens press	516239147	
	the exxon valdez the oil pill of the alaskan coast	apstone high-interest book	736813209	
	trains	usborne beginners	1601302606	
	railways	barrons	764105388	
	i have a sister my sister is deaf	Harper Trophy	1416817	
	the orphan trains	compass point books	756516358	
	a kids guide to staying safe at school	powerkids press	823950794	
	the u.s coast guard	capstone press	736837965	
	dealing with wepons at school and at home	powerkids press	823923274	
	safety on the go	abdo publishing company	1577650751	
	the challenger	apstone high internet book	736813225	
	united staes marshals service	capstone books	736801898	
	wildlife special agent	blackbrich press book	1567111602	
	the u.s border patrol	capstone press	1429612703	
	behind th terror	abdo publishing company	1577656598	
	heros of the day	abdo publishing company	157765658X	
	who works here? fire station	heinemann libary	1588101266	
	a new true book the greenhouse effect	childrens press	516011065	
	a new true book the ozone hole	childrens press	516011170	
	why the sky is far away	the accelerated reader	316308528	
	the new true book water pollution	childrens press	516011901	
	once upon a time	dorling kindersley	1564583813	
	her seven brothers	aladdin books	320119	
	the gift of the sacred dog	acmillan publishing compa	1420652	
	the chinese mirror	hbj	315507	
	the pied piper of hamlin	morrow junior books	688098487	
	john henry	special Scholastic Inceditic	590539361	
	the orphan boy	clarion books	899199852	

	mother goose	inehart and winstone new	003 0707234	
	mother hubbards cupboard	tambourine books	688152562	
	dragons	marhsell cavendish	1608702197	
	baboushka and the tree kings	parnssus press	1430032	
	nick butterworths book of nursery rymes	vking	067083551X	
	the book of the threeyear nap	houghton mifflin company	395440904	
	pattern fish	millbrook press	61485	
	animals big and small	raintree	1511000	
	people	delacorte press	T 0002269	
	cliques	capstone press	T 40982	
	lets share	parragon	T0087934	
	generosity	Bridgestone Books	T 0040115	
	prudence	Bridgestone Books	T 0008184	
	loyalty	Bridgestone Books	T 0040203	
	respect	Bridgestone Books	T 0008177	
	courage	Bridgestone Books	T 0008181	
	determination	Bridgestone Books	T 0040088	
	honesty	Bridgestone Books	T 0008175	
	peacefullness	Bridgestone Books	T 0008176	
	dont tell a whopper on friday	landmark editions	T 0007431	
	the computer	capstone press	T 0018850	
	the dewey decimal system	childrens press	T 0007879	
	keep your passwords secret	powerkids press	1511080	
	a day in the life of a librarian	capstone press	T 40992	
	letting swift river go	little brown and company	T 0004579	
	muhamad	argret k . mcelderry books	T0086142	
	cowboy cooking	blue earth books	T 0008912	
	oregon trail cooking	blue earth books	T 0008914	
	pioneer farm cooking	blue earth books	T 0008915	
	the computer from a to z	abtree publishing compan	T 0014176	
	hanukkah haiku	blue apple books	T0087694	

	passover	capstone press	T 40522	
	a great miracle happened there	willa perlman books	T 0005807	
	the uninvited guest	Scholastic IncInc	T 0001905	
	buddha	herey holt and company	T0086144	
	manners at the table	picture window books	T0086906	
	spotty,stripy,swirly	millbrook press	T 1411071	
	local government	heineman library	1575725126	
	state government	heineman library	1575725134	
	national government	heineman library	157572510X	
	voting and elections	childrens press	516012746	
	election day	compass point books	756506441	
	the pledge of allegiance	capstone press	1429619317	
	hansel and gretel	g.p putnams sons	41439504	
	the green gourd	g.p putnams sons	399222782	
	bruh rabbit and the tar baby girl	the blue sky press	059047376X	
	saint george and the dragon	little brown and company	833561138	
	life at ellis island	heineman library	1588102521	
	ellis island	childrens press	516066536	
	hansel and gretel	Scholastic IncInc	439077664	
	going to school in colonial america	blue earth books	736808035	
	going to school during the great deppression	blue earth books	736808000	
	going to school during the civil war the confederacy	blue earth books	736808027	
	going to school in pioneer times	blue earth books	736808043	
	going to school during the civil war the union	blue earth books	736808019	
	you can write a story	two can publishing	1587285878	
	present what you know	capstone press	1429699493	
	the shelf elf	upstart books	1932146164	
	primary and secondary sources	abdo publishing company	1591975484	
	children of the dust bowl	crown publishers inc.	517880946	
	listen to the wind	Scholastic IncInc	545289408	
	mail carriers	Bridgestone Books	1560655577	

	fiesta	d schuster books for youn	671798421	
	giving thanks	Scholastic Incpress	439243955	
	st patricks day	compass point books	756503949	
	the first thanksgiving	Scholastic IncInc	590443747	
	seven candles for kwanzaa	ial books for young reader	803712928	
	the leves and the shoemaker	sterling publishing	1402730675	
	annos twice told tales	philomel books	399220054	
	goldilocks and the three bears	g.p putnams sons	399220046	
	air pollution	childrens press	516011812	
	the magic school bus inside a hurrican	Scholastic IncInc	059044686X	
	the magic school bus on the ocean floor	Scholastic IncInc	590414313	
	the magic school bus blows its top	Scholastic IncInc	590508350	
	the magic school bus inside the earth	Scholastic IncInc	1438241	
	the magic school bus in the haunted museum	Scholastic IncInc	590484125	
	the magic school bus out of this world	Scholastic IncInc	590921568	
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	the magic school bus at the science fair expodition	Scholastic IncInc	9780590108249	
	the magic school bus inside the human body	Scholastic IncInc	1449420	
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	writting the u.s constitution	picture window books	1404855408	
	the bill of rights	capstone press	1429619287	
	the us supreme court	capstone press	736822917	
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	Chickens On the Farm	Pebble	736809910	
	Frog	Pebble	736811850	
	Bee	Pebble	736814507	
	Bats	Scholastic	531206874	
	Opossums	Heinemann Library	1588108805	
	Bats	Heinemann Library	1588108783	
	Skunks	Heinemann Library	158810883	
	Earthworms	Heinemann Library	1588105040	
	Raccoons	Heinemann Library	1588108821	
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	Astronauts	Pebble	736867589	
	There was an old lady who swallowed Fly Guy	Scholastic Inc	9780439639064	
	Attack of the 50 Foot Fly Guy	Scholastic Inc	9781338566260	
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	Lets Play Tag	Welcome Books	516231162	
	Adverbs	ABDO publishing company	`1577656164	

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	Where Food Comes From	Holiday House	823408779	
	American Indian Foods	Childrens Place	516201352	
	American Grub	Scholastic IncInc	590023136	
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	Rushmore	Scholastic IncPress	590225731	
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	Even Little Kids Get Diabetes	Albert Whitman & Company	807521590	
	Hey, There Stink Bug	Charlesbridge	158089304	
	Corn is Maize	HarperTrophy	808529846	
	Dragonfly	Holiday House	823410331	
	Bouncy, Big, and Furry	Raintree Steck-vaughn	817245898	
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	A Kangaroo's World	Picture window books	978140483983	
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	Baby Ducks	Scholastic IncInc	531205622	
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	Bridges	Childrens Press	516016776	
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	Bats	Scholastic Inc	531268306	
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	The Elephant Hospital	millbrook press	7613175236	
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	Your Heart and Blood	Childrens Press	516019333	
	Putting on the Brakes	Magination Press	945354320	

	Lets Talk about Having Chicken Pox	Powerkids press	82395031x	
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	Dentists	Bridgestone Books	1560655585	
	The Pinata Maker	Harcourt Brace & Comp	152618759	
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	50 Ways to Paint your face	Lowell House	1565650298	
	New Road	HarperCollins	690043430	
	Longhouses	Bridgestone Books	736837248	
	Igloos	Bridgestone Books	073683723X	
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	Hooray For Orchards	Crabtree publishing company	865056536	
	This is My House	Scholastic Inc	590453025	
	All About How Things Are Made	World Book Childcraft	716616270	
	Your Five Senses	Childrens Press	516019325	
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	Considering a Job Offer	Capstone	736801782	
	Interviewing for a job	Capstone	1560657146	
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	Away in a Manager	HarperCollins	60787309	
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	Aida	Harcourt Brace & Comp	833564226	
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	Bread	A & C Black	1560740019	

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	A Valentine for You	Clarion Books	395536251	
	Join in and Play	Free Spirit	1575422492	
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	Golden Gate Bridge	ABDO publishing company	1577656725	
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	Custodians	Bridgestone Books	736811273	
	Wired	Charlesbridge	`1570915997	
	Cranberries	Houghton Mifflin	395520983	
	Itsy Bitsy Spider	Whispering Coyote Press	1879085771	
	Mesa Verde	Childrens Press	516011367	
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	The Mystery of The Hot Air Balloon	Albert Whitman & Company	1579671	
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	The Mystery on Stage	Albert Whitman & Company	807554189	
	Winter Special	Albert Whitman & Company	1568625	
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7-8	Penguins	rary of Congress Catalogi	0-86592-325-6	2
7-8	Penguins	Lucent Books	1-59018-275-8	1
7-8	Hummingbird	Marshall Cavendish Corp	0-7614-0415-5	1
7-8	The Wonder of Birds	onal Geographic Book Ser	0-87044-470-0	1
7-8	The Penguin	Steck-Vaughn Co	0-8172-4379-8	2
7-8	A visual intro to Penguins	Cartographic Publishers	0-8160-4011-7	3
7-8	Penguins and their homes	he Rosen Publishing Grou	0-8239-5311-4	1
7-8	Emergency Medical Technicians	he Rosen Publishing Grou	0-8239-5980-5	1
7-8	The Skeleton and Movenment	Schoolhouse Press Inc	0-382-09702-5	1
7-8	The Brain and Nervous System	Schoolhouse Press Inc	0-382-09703-3	1
7-8	The Lungs and Breathing	Schoolhouse Press Inc	0-382-09701-7	1
7-8	Encyclopedia of the 20th Century	Facts on File Inc	0-8160-2461-8	1
7-8	Outbreak	erner Publications Compar	0-8225-0948-2	1
7-8	Aids	Enslow Publishers, Inc.	0-7660-1182-8	1
7-8	Allergies	Enslow Publishers, Inc.	0-7660-1048-1	1
7-8	Lyme disease	Enslow Publishers, Inc.	0-7660-1052-X	1
7-8	Epilepsy	Enslow Publishers, Inc.	0-7660-1049-X	1
7-8	Anorexia and Bulimia	Enslow Publishers, Inc.	0-7660-1047-3	1
7-8	Heart Disease	Enslow Publishers, Inc.	0-7660-1051-1	1
7-8	Surgical Technician	Capstone Press	1-56065-709-X	1
7-8	Emergency Medical Technician	Capstone Press	1-56065-702-2	1
7-8	Electricity	Steck-Vaughn Co	0-8172-4945-1	1
7-8	Water Power	Steck-Vaughn Co	0-8172-5363-7	`1
7-8	Fossil Fuels	Steck-Vaughn Co	0-8172-5365-3	1
7-8	Nucler Power	Steck-Vaughn Co	0-8172-5763-2	1
7-8	Solar Power	Steck-Vaughn Co	0-8172-5362-9	1
7-8	Geothermal and Bio Energy	Steck-Vaughn Co	0-8172-5367-X	1
7-8	Ancient Machines	Runestone Press	0-8225-2996-3	1
7-8	Cool careers for girls	Impact Publications	1-57023-135-4	1
7-8	Bridges	Steck-Vaughn Co	0-8172-4331-3	1

7-8	Roads and Tunnels	Steck-Vaughn Co	0-8172-4332-1	1
7-8	Bridges	Kids can Press Ltd	1-55074-146-2	1
7-8	Charles Lindergh and the spirit of St Louis	Enslow Publishers, Inc.	0-7660-1683-8	1
7-8	Robotics	Facts on File Inc	0-8160-2628-9	1
7-8	Aircraft the need for speed	erner Publications Compar	0-8225-2485-6	1
7-8	Fire! Raging destruction	Perfection Learning Corp	07-807-6114-6	1
7-8	Maqpping the Seas and Airways	erner Publications Compar	0-8225-2921-1	1
7-8	Ancient Transporation	Runestone Press	0-8225-2993-9	1
7-8	shelter dogs	lbert Whitman & Compan	0-8075-7334-5	1
7-8	Aquarium Owners Manual	DK Publishing	0-7894-9677-1	1
7-8	Big Rigs	Capstone Press	1-56065-373-6	1
7-8	Motorcycles	Capstone Press	1-56065-366-3	1
7-8	Emergency Vehicles	Capstone Press	1-56065-079-6	1
7-8	4x4s and Pickups	Capstone Press	1-56065-075-3	1
7-8	Monster Vehicles	Capstone Press	1-56065-077-X	1
7-8	18-Wheelers	Capstone Press	1-56065-073-7	1
7-8	`Tractors	Capstone Press	1-56065-254-3	1
7-8	Scooters	Abdo Publishing	1-57765-003-4	1
7-8	Challenger Americas Space Tragedy	rary of Congress Catalogi	0-89490-544-9	1
7-8	Astronauts Life exploring outer space	he Rosen Publishing Grou	0-8239-3364-4	1
7-8	20th Century Inventions Satelites	Steck-Vaughn Co	0-8172-4819-2	1
7-8	Ancient Agriculture	Runestone Press	0-8225-2995-5	1
7-8	The Tennessee Walking Horse	Capstone Press	1-56065-365-5	1
7-8	Nubs The True story of a mutt a marine and a miracle	rary of Congress Catalogi	978-0-316-05318-1	2
7-8	The German Shepherd	Capstone Press	1-56065-398-1	1
7-8	The Chihuahua	Capstone Press	0-7368-0158-8	1
7-8	The Cocker Spaniel	Capstone Press	1-56065-540-2	1
7-8	The Irish Setter	Capstone Press	0-7368-0006-9	1
7-8	The Golden retriever	Capstone Press	1-56065-397-3	1
7-8	The Dachshund	Capstone Press	0-7368-0763-2	1
7-8	The Beagle	Capstone Press	1-56065-539-9	1

7-8	The Collie	Capstone Press	0-7368-0005-0	1
7-8	How Tthings are made	ck dog & Leventhal Publish	1-57912-274-4	1
7-8	Drug testing	Enslow Publishers, Inc.	0-89490-954-1	1
7-8	Cool careers for girls in food	Impact Publications	1-57023-127-3	1
7-8	Draw 50 cars, trucks, and motorcycles	Doubleday Dell Publishing	0-385-19059-X	1
7-8	Draw 50 Boats, ships, trucks and trains	Doubleday Dell Publishing	0-385-08903-1	2
7-8	Draw 50 Airplanes, aircraft and spacecraft	Doubleday Dell Publishing	0-385-12235-7	1
7-8	Not quite so easy origami	Capstone Press	978-1-4296-2021-5	1
7-8	Easy Origami	Capstone Press	978-1-4296-2020-8	1
7-8	The Taj Mahal	Steck-Vaughn Co	0-8172-4920-6	1
7-8	Trading Spaces	Meredith Publishing Group	0-696-21727-9	1
7-8	Difficult Origami	Capstone Press	978-1-4296-2022-2	1
7-8	Sort of difficult Origami	Capstone Press	978-1-4296-2023-9	1
7-8	Extreme Careers	he Rosen Publishing Grou	0-8239-3365-2	1
7-8	Pyramids and Temples	Steck-Vaughn Co	0-8172-4330-5	1
7-8	Skyscrapers and Towers	Steck-Vaughn Co	0-8172-4329-1	1
7-8	Americas Top 10 Skyscrapers	Blackbirch Press	1-56711-193-9	1
7-8	I spy mystery	Scholastic IncBooks	0-590-46294-6	1
7-8	I spy Spooky night	Scholastic IncBooks	0-590-48137-1	1
7-8	I spy Fantasy	Scholastic IncBooks	0-590-46295-4	1
7-8	I spy Ultimate Challenge	Scholastic IncBooks	0-439-45401-8	1
7-8	I spy Treasure Hunt	Scholastic IncBooks	0-439-04244-5	1
7-8	Extreme Careers Stunt Performers	he Rosen Publishing Grou	0-8239-3371-7	1
7-8	Roller Coasters	Capstone Press	1-56065-221-7	1
7-8	Motorcross Cycles	Capstone Press	1-56065-370-1	1
7-8	Basketball in Action	Crabtree Publishing Co	0-7787-0162-X	1
7-8	Rvs and Vans	Capstone Press	1-56065-071-0	1
7-8	Competitive Volleyball	he Rosen Publishing Grou	0-8239-3404-7	1
7-8	Big Men	Abdo Publishing	1-56239-794-X	1
7-8	Kiteboarding	Capstone Press	0-7368-3783-3	1
7-8	Stock car racing	Abdo Publishing	1-56239-837-7	1

7-8	Philadelphia cream cheese	Publications Int	0-7853-6807-8	1
7-8	Taste of home Fast Fixes and Mixes	Readers Digest	0-89821-469-6	1
7-8	Taste of home The Market Fresh	Readers Digest	0-89821-519-6	1
7-8	Moms best one dish suppers	Storey Publishing	978-1-58017-602-6	1
7-8	365 Favorite Brand Name Slow Cooker	Publications Int	0-7853-6254-1	1
7-8	family	Doubleday Dell Publishing	0-385-41172-3	1
7-8	A Mothers Heart A Daughters Love	HarperCollinsPublishers	0-06-029649-6	1
7-8	The Book of Virtues	rary of Congress Catalogi	0-671-68306-3	1
7-8	A visit William Blakes Inn	rary of Congress Catalogi	0-15-293822-2	1
7-8	Sad Underwear	Simon & Schumer	0-689-31929-0	1
7-8	How Angel Peterson got his name	rary of Congress Catalogi	978-0-440-22935	1
7-8	Sorrows Kitchen	Macmillan Publishing Co	0-02-044445-1	1
7-8	Carolie Cooney	Scarecrow Press Inc	0-8108-4068-5	1
7-8	Collected Poems of Langston Hughes	rary of Congress Catalogi	0-679-42631-0	1
7-8	Joyful Noise	rary of Congress Catalogi	0-06-021852-5	1
7-8	Hunting	rary of Congress Catalogi	1-57103-206-1	1
7-8	Extreme Diving	Capstone Press	0-7368-3782-5	1
7-8	Scuba Divers	he Rosen Publishing Grou	0-8239-3368-7	1
7-8	100 Unforgettable Moments Winter Olympics	Abdo Publishing	1-56239-696-X	1
7-8	hockey A history of the fastest game on ice	rary of Congress Catalogi	0-531-11494-5	1
7-8	100 unforgettable moments in Pro Hockey	Abdo Publishing	1-56239-691-9	1
7-8	The great outdoors Snowmobiling	Capstone Press	0-7368-1058-7	1
7-8	Kickboxing	Capstone Press	0-7368-2710-2	1
7-8	Sluggers	Abdo Publishing	1-56239-79-4	1
7-8	100 unforgettable moments in Pro Baseball	Abdo Publishing	1-56239-689-7	1
7-8	100 unforgettable moments in Pro Golf	Abdo Publishing	1-56239-694-3	1
7-8	Golf	eed Educational & Prof Pu	1-57572-633-5	1
7-8	100 Unforgettable moments in Pro tennis	Abdo Publishing	1-56239-693-5	1
7-8	Competitve soccer fpr girls	he Rosen Publishing Grou	0-8239-3405-5	1
7-8	Soccer	wenty First Centrury Book	0-7613-1400-8	1
7-8	Great Soccer Team Offense	rary of Congress Catalogi	0-516-23167-7	1

7-8	Running Backs	Abdo Publishing	1-56239-792-3	1
7-8	Playmakers	Abdo Publishing	1-56239-796-6	1
7-8	Formula 1 racing	Abdo Publishing	1-56239-838-5	1
7-8	Vintage Car racing	Abdo Publishing	1-56239-834-2	1
7-8	Extreme Careers Race car Drivers	he Rosen Publishing Grou	0-8239-3367-9	1
7-8	Indy Cars	Capstone Press	1-56065-222-5	1
7-8	Racibg Cars	Capstone Press	1-56065-368-X	1
7-8	Stock Cars	Capstone Press	1-56065-223-3	1
7-8	Sailboarding	Abdo Publishing	1-56239-078-3	1
7-8	Snowboarding	Abdo Publishing	1-56239-073-2	1
7-8	Jet Skiing	Abdo Publishing	1-56239-075-9	1
7-8	Go Carts	Abdo Publishing	1-56239-344-8	1
7-8	Demolition Derby	Capstone Press	1-56065-259-4	1
7-8	Competitve Track and Field for girls	he Rosen Publishing Grou	0-8239-3408-X	1
7-8	Competitve fastpitch softball for girls	he Rosen Publishing Grou	0-8239-3409-8	1
7-8	Gameday	The Lerner Publishing	1-57505-084-6	1
7-8	People who made history in ancient rome	Steck-Vaughn Co	0-7398-2749-9	1
7-8	A Roman Vila	Steck-Vaughn Co	0-7398-2380-9	1
7-8	Hatshepsut and American Egypt	rary of Congress Catalogi	0-7614-0911-4	1
7-8	The crafts and culture of the Ancient Hebrews	he Rosen Publishing Grou	0-8239-3511-6	1
7-8	Egypt	Steck-Vaughn Co	0-7398-3576-9	1
7-8	People who made history in ancient Egypt	Steck-Vaughn Co	0-7398-2748-0	1
7-8	The Ancient Egyptians	Steck-Vaughn Co	0-7398-2030-3	1
7-8	The Ancient world Egypt	Steck-Vaughn Co	0-8172-5058-1	1
7-8	People who made history in Ancient Greece	Steck-Vaughn Co	0-7398-2747-2	1
7-8	The crafts ans cultures of the ancient Greeks	he Rosen Publishing Grou	0-8239-3510-8	1
7-8	First facts about the Ancient Romans	Peter Bedrick Books	0-87226-496-3	1
7-8	The crafts and culture of the Romans	he Rosen Publishing Grou	0-8239-3513-2	1
7-8	The ancient world Rome	Steck-Vaughn Co	0-8172-5057-3	1
7-8	Rome	Steck-Vaughn Co	0-7398-3578-5	1
7-8	The Ancient Romans	Steck-Vaughn Co	0-7398-1349-8	1

7-8	Ancient Civilizations Greece	Steck-Vaughn Co	0-7398-3577-7	1
7-8`	Fast forward Castle	Orpheus Books	0-7641-5309-9`1	1
7-8	Bound Feet and Western Dress	Doubleday Dell Publishing	0-385-47964-6	1
7-8	Antarctica	wenty First Centrury Book	0-7613-3227-8	1
7-8	Amistad a long road to freedom	Penguin Group	0-14-130004-3	1
7-8	The Lewis and Clark Expedition	rary of Congress Catalogi	0-7565-0044-3	1
7-8	Lives of the Writers	rary of Congress Catalogi	0-15-248009-9	1
7-8	The great African Americans in the Olympics	Crabtree Publishing Co	0-86505-823-7	1
7-8	`Great African American in the Arts	Crabtree Publishing Co	0-86505-821-0	1
7-8	Great African Americans in History	Crabtree Publishing Co	0-86505-805-9	1
7-8	Teammates	South China printing Co	0-15-200603	1
7-8	Jacques Cartier, Samule de Champlain & the explorers of Canada	rary of Congress Catalogi	0-7910-1298-0	1
7-8	Flags	The Rourke Press	1-57103-193-6	1
7-8	African American Lives	Oxford University Press	0-19-516024-X	1
7-8	Lewis and Clark Voyage of Discovery	rary of Congress Catalogi	0-7922-7084-3	1
7-8	Virginia	Crescent books	0-517-64788-5	1
7-8	Dog of Discovery	rary of Congress Catalogi	1-59078-028-0	1
7-8	Lewis and Clarks Journey of Disovery	rary of Congress Catalogi	0-7660-1127-5	1
7-8	Asia	wenty First Centrury Book	0-7613-1368-0	1
7-8	Cuba:After the Revolution	Dutton Childrens Books	0-525-46058-6	1
7-8	The Holocaust Heroes	Enslow Publishers, Inc.	0-7660-1046-5	1
7-8	World War II	Penguin Random House	978-1-4654-4027-3	1
7-8	Japanese American Internment	Enslow Publishers, Inc.	0-89490-767-0	1
7-8	Peter The Great and Tsarist Russia	rary of Congress Catalogi	0-7614=0914-9	1
7-8	Hitlers Last days	Henry Hole and Company	978-1-62779-396-4	1
7-8	Northern Ireland	erner Publications Compar	0-8225-3552-1	1
7-8	Black Potatoes	rary of Congress Catalogi	0-618-00271-5	2
7-8	Kurdistan	erner Publications Compar	0-8225-3556-4	1
7-8	Pakistan	Chelsea House Publishers	0-7910-5392-X	1
7-8	The Battle of Gettysburg	rary of Congress Catalogi	0-7565-0098-2	1
7-8	Anasazi	Steck-Vaughn Co	0-7398-3575-0	1

7-8	South Africa	Gareth Stevens Publishing	0-8368-2347-8	1
7-8	Africa	wenty First Centrury Book	0-7613-1367-2	1
7-8	East Timor	erner Publications Compar	0-8225-3555-6	1
7-8	Persian Gulf War	ivision of the Millbrook Pre	0-8050-4102-8	1
7-8	Passage to Freedom	Lee & Low Books Inc	1-880000-49-0	1
7-8	Kinderlager	Scholastic IncBooks	0-439-16831-7	1
7-8	How did it happen? The Holocaust	Arcturus Publishing	1-59018-607-9	1
7-8	Angels of Mercy	Simon & Schumer	0-689-82044-5	1
7-8	Pakistan	Capstone Press	0-7368-0815-9	1
7-8	Iran	Chelsea House Publishers	0-7910-4740-7	1
7-8	Saudi Arabia	Chelsea House Publishers	0-7910-4982-5	1
7-8	Kuwait	Childrens Press	0-516-20604-4	1
7-8	Saudi Arabia	Lucent Books	1-56006-763-2	1
7-8	The Kuwait oil fires	The Artesian Press	0-329-17957-8	1
7-8	South Korea	Gareth Stevens Publishing	0-8368-2353-2	1
7-8	Tibet	erner Publications Compar	0-8225-3563-7	1
7-8	Bosnia	erner Publications Compar	0-8225-3553-X	1
7-8	We were there, too!	rary of Congress Catalogi	0-374-38252-2	1
7-8	North American Indians today PUEBLO	Mason Crest Publishers	1-59084-676-1	1
7-8	The Panama Canal	Enslow Publishers, Inc.	0-7660-1216-6	1
7-8	Our country's founders	Aladdin Paperbacks	0-689-82106-9	1
7-8	Costa Rica	Gareth Stevens Publishing	0-8368-2323-0	1
7-8	Ancient Civilizations MAYA	Steck-Vaughn Co	0-7398-3585-8	1
7-8	Focus on Mexico	World Almanac Library	0-8368-6219-8	1
7-8	The crafst and culture of the Aztecs	he Rosen Publishing Grou	0-8239-3512-4	1
7-8	The Aztecs	Steck-Vaughn Co	0-7398-1352-8	1
7-8	The Comanche	Chelsea House Publishers	1-55546-702-4	1
7-8	North American Indians today CHEYENNE	Mason Crest Publishers	1-59084-666-4	1
7-8	State Capitals	The Rourke Press	1-57103-296-7	1
7-8	North American Indians Today HURON	Mason Crest Publishers	1-59084-670-2	1
7-8	The American Story Defiant Chiefs	Time life books	0--7835-6254-3	1

7-8	Americas top 10 national monuments	Blackbirch Press	1-56711-194-7	1
7-8	North American Indians today CHEROKEE	Mason Crest Publishers	1-59084-665-6	1
7-8	The Creek Indians	Chelsea House Publishers	0-7910-1660-9	1
7-8	Rebels Against Slavery	Scholastic IncBooks	0-590-45735-7	1
7-8	World in Conflict RWANDA	erner Publications Compar	0-8225-3557-2	1
7-8	Zulu Warriors	Capstone Press	978-1-4296-1313-2	1
7-8	The Galveston Hurricane	Chelsea House Publishers	0-7910-6740-8	1
7-8	The Waco Siege	Chelsea House Publishers	0-7910-6739-4	1
7-8	The American Frontier	Kidhaven Press	0-7377-1528-6	1
7-8	Jolliet & Marquette Explorers of the Mississippi	Chelsea House Publishers	0-7910-6426-3	1
7-8	Early Explorers of Texas	he Rosen Publishing Grou	978-1-61532-454-5	1
7-8	New Jersey	erner Publications Compar	0-8225-4060-6	1
7-8	Tinker v. De Moines: Student Protest	Enslow Publishers, Inc.	0-89490-859-7	1.146644845
7-8	Clay v. United States: Muhammad Ali Objects to War	Enslow Publishers, Inc.	0-89490-855-4	1.147094233
7-8	Plessy v. Ferguson: Separate But Equal?	Enslow Publishers, Inc.	0-89490-860-X	1.147543621
7-8	Cherokee Nation v. Georgia: Native American Rights	Enslow Publishers, Inc.	0-89490-856-2	1.14799301
7-8	Texas v. Johnson: The Flag-Burning Case	Enslow Publishers, Inc.	0-89490-858-9	1.148442398
7-8	United States v. Nixon: Watergate and the President	Enslow Publishers, Inc.	0-89490-7531	1.148891786
7-8	Korematsu v. United States: Japanese-American Internment Camps	Enslow Publishers, Inc.	0-98490-966-6	1.149341175
7-8	New Jersey v. T.L.O.: Drug Searches in Schools	Enslow Publishers, Inc.	0-89490-969-X	1.149790563
7-8	Mapp v. Ohio: Evidence and Search Warrants	Enslow Publishers, Inc.	0-89490-857-X	1.150239951
7-8	Founding Mothers	William Morrow	978-0-06-009026-5	1
7-8	Minorities Today	Steck-Vaughn Co	0-8114-6281-1	1
7-8	The Great Migrations	Steck-Vaughn Co	0-8114-6278-1	1
7-8	Those Remarkable Women of the American Revolution	The Millbrook Press	1-56294-657-9	1
7-8	The Crow Indians	Chelsea House Publishers	0-7910-1661-7	1
7-8	State Facts	The Rourke Press	1-57103-297-5	1
7-8	Temperate Forests	Chelsea House Publishers	978-0-8160-5321-6	1
7-8	Tundra	Chelsea House Publishers	978-0-8160-5325-4	1
7-8	Tropical Forests	Chelsea House Publishers	978-0-8160-5322-3	1
7-8	Oceans	Chelsea House Publishers	978-0-8160-5327-8	1

7-8	Grasslands	Chelsea House Publishers	978-0-8160-5323-0	1
7-8	Taiga	Chelsea House Publishers	978-0-8160-5329-2	1
7-8	Lake and Rivers	Chelsea House Publishers	978-0-8160-5328-5	1
7-8	Encyclopedia of the Presidents and their times	Scholastic IncBooks	0-439-28323-X	1
7-8	The long road to Gettysburg	Houghton Mifflin	0-395-55965-0	1
7-8	When Johnny went Marching	HarperCollinsPublishers	0-688-16537-0	1
7-8	The Civil War "A house divided"	Enslow Publishers, Inc.	0-89490-522-8	1
7-8	Where Lincoln Walked	Walker Publishing	0-8027-8630-8	1
7-8	Slavery and Abolition	Enslow Publishers, Inc.	0-7660-1124-0	1
7-8	If you grew up with Abraham Lincoln	Scholastic IncBooks	0-329-00496-4	1
7-8	War of 1812	wenty First Centrury Book	0-8050-2846-3	1
7-8	The American Revolution	Thompson Learning	1-56847-393-1	1
7-8	The Signers	Scholastic IncBooks	0-439-51206-9	1
7-8	Popular cat library Guide to owning a cat Burmese Cat	TFH Publications Inc	0-7910-5461-6	1
7-8	Newts their care in captivity	TFH Publications Inc	0-7910-5131-5	1
7-8	Lizards keeping & Breeding them in captivity	TFH Publications Inc	0-7910-5084-X	1
7-8	Tarantulas and Scorpions their care in captivity	TFH Publications Inc	0-7910-5081-5	1
7-8	Carfish keeping & breeding them in captivity	TFH Publications Inc	0-7910-5089-0	1
7-8	Box Turtles keeping & breeding them in captivity	TFH Publications Inc	0-7910-5077-7	1
7-8	Piranhas keeping & breeding them in captivity	TFH Publications Inc	0-7910-5093-9	1
7-8	Tropical Fish every important group of freshwater fishes covered	TFH Publications Inc	0-7910-5094-7	1
7-8	Popular cat library guide to owning an abyssinian cat	TFH Publications Inc	0-7910-5457-8	1
7-8	Popular cat library guide ro owning a Scottish fold cat	TFH Publications Inc	0-7910-5467-5	1
7-8	Popular cat library guide to owning a Siamese Cat	TFH Publications Inc	0-7910-5468-3	1
7-8	Green Iguanas and other Iguanas	TFH Publications Inc	0-7910-5078-5	1
7-8	Angelfish keeping & breeding them in captivity	TFH Publications Inc	0-7910-5095-5	1
7-8	Snakes keeping and breeding them in captivity	TFH Publications Inc	0-7910-5085-8	1
7-8	Chameleons care & breeding	TFH Publications Inc	0-7910-5082-3	1
7-8	Siamese fighting fish	TFH Publications Inc	0-7910-5088-2	1
7-8	Popular cat library guide to owning an exotic shorthair cat	TFH Publications Inc	0-7910-5462-4	1
7-8	Popular cat library guide to owning a himalayan cat	TFH Publications Inc	0-7910-5463-2	1

7-8	Popular cat library guide to owning a bengal cat	TFH Publications Inc	0-7910-5459-4	1
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9-12	Helter skelter : the true story of the Manson murders	Bugliosi, Vincent.	BN: 978-0-393-08700-	1994
9-12	In cold blood : a true account of a multiple murder and its consequer	Capote, Truman, 1924-	-679-60023-X (acid-fre	1992
9-12	THE MAFIA ENCYLOPEDIA	SIFAKIS	ISBN: 0-8160-1729-8	1987
9-12	Voices of rape	Bode, Janet.	BN: 978-0-531-11518-	1998
9-12	A Christmas promise : a Cape Light novel	Kinkade, Thomas, 1958-	ISBN: 0-425-19825-1	2004
9-12	Fame	Kingsbury, Karen.	N: 978-0-8423-8743-9	2005
9-12	Family	Kingsbury, Karen.	: 978-0-8423-8746-0 (	2006
9-12	Forever	Kingsbury, Karen.	BN: 978-1-41430764-	2007
9-12	Forgiven	Kingsbury, Karen.	N: 978-0-8423-8744-6	2005
9-12	Found	Kingsbury, Karen.	: 978-0-8423-8745-3 (	2006
9-12	Honor's pledge	Heitzmann, Kristen.	BN: 0-7642-2031-4 (pb	1998
9-12	Honor's price	Heitzmann, Kristen.	ISBN: 0-7642-2032-2	1998
9-12	Honor's quest	Heitzmann, Kristen.	ISBN: 0-7642-2033-0	1998
9-12	Honor's reward	Heitzmann, Kristen.	BN: 0-7642-2204-X (pb	2000
9-12	Someday	Kingsbury, Karen.	ISBN: 0-8423-8749-8	2008
9-12	Summer	Kingsbury, Karen.	ISBN: 0-8423-8748-X	2007
9-12	Sunrise	Kingsbury, Karen.	ISBN: 0-8423-8747-1	2007

9-12	Sunset	Kingsbury, Karen.	ISBN: 0-8423-8758-7	2008

BOARD ORGANIZATION

OFFICERS

Officers of the Board of Education shall be a president, vice-president, clerk and assistant clerk whose duties are subsequently defined. The officers shall be elected for a term of one (1) year and shall serve until successors are appointed and qualified. The Board shall employ a treasurer for the district to serve at the pleasure of the Board.

DUTIES OF OFFICERS:

PRESIDENT

1. The president of the Board shall serve as presiding officer and shall manage routine work of the Board, sign all contracts, sign all checks written from the Governmental or Bond Funds of the District via facsimile signature;, serve as spokesperson of the Board and perform other duties that are delegated to him/her by state law or by order of the Board.
2. The president shall have authority to appoint a member of the Board of Education as an ex officio representative to other organizations of the community who request such representation.

VICE-PRESIDENT

It shall be the duty of the vice-president to perform all the duties of the president in case of his/her absence or disability.

CLERK

It shall be the duty of the clerk to sign all checks written from the Governmental or Bond Funds of the District via facsimile signature. The clerk shall attest, in writing, the execution of all deeds, contracts, reports and other instruments that are to be executed by the Board.

ASSISTANT CLERK

It shall be the duty of the assistant clerk to perform all the duties of the clerk in case of his/her absence or disability.

TREASURER

The Board of Education shall employ and appoint a local treasurer (and an Assistant Treasurer if so chosen) of said district who shall serve at the pleasure of the Board for such compensation as the Board may determine. The Treasurer shall sign all checks written from the Governmental or Bond Funds of the District via facsimile signature. Additional duties and requirements of the Treasurer are detailed in Board Policy 1110. It shall be the duty of the Assistant Treasurer to perform all duties assigned and required of the Treasurer in the case of his/her absence or disability or upon direction by the Treasurer,

MINUTES CLERK

The Board shall employ and appoint a Minutes Clerk (and an Assistant Minutes Clerk if so chosen). The duties of the Minutes Clerk are as follows:

a) Attend all board meetings
b) Be responsible for the physical arrangements at all board meetings
c) Maintain public records of the board for inspection by the public
d) Maintain policies under the direction of the Superintendent
e) Prepare agendas and appropriate supplemental materials for board meetings with advice of the board president
f) Post agendas and supporting materials as required by law
g) Inform the board of all correspondence addressed to the board
h) Furnish to the District before entering upon the discharge of his/her duties, a surety bond in the sum of not less than One Thousand Dollars ($1,000.00), with good and sufficient securities to be approved by the Board and paid for the District
i) It shall be the duty of the assistant minutes clerk to perform all of the duties of the minutes clerk in case of his/her absence or disability.

ATTORNEY

The Board shall annually contract with an Oklahoma law firm to serve as the District's Retained Counsel to advise the Board and District Management in legal issues.

AUDITOR

The Board shall annually contract with an auditing firm that is on the approved list of School Auditors provided by the Oklahoma State Department of Education. The auditor will make an annual audit at the end of each school year. The audit will include all school funds and shall satisfy all requirements as defined by the Finance Division of the State Department of Education.

MEETINGS — REGULAR AND SPECIAL

1. The regular meetings shall be held the second Monday of each month at 6:00 p.m. at the Mustang Educational Resource Center board room. The Board may change the time and meeting place by consent of the majority of the elected Board members.
2. The president may call special meetings of the Board at any time; and he/she shall call a special meeting whenever so requested, in writing, by three (3) members of the Board of Education, or whenever he/she or the Superintendent considers such a meeting desirable.
3. Business transacted at any special meetings may be either for a specific purpose or general purpose.

BOARD MEETINGS

Mustang Board of Education meetings are classified as "regularly scheduled meetings", special meetings, emergency meetings or continued or reconvened meetings in which business is conducted by the Board of Education with a majority of its members being personally together.

Notice of all Board of Education meetings must be given in advance of the meeting according to the following schedules:

1. Regularly Scheduled Meetings — On or before December 15 the Board must give notice in writing of the dates, times and places for the following calendar year to the County Clerk. Changes of time, date or place must be made in writing to the County Clerk. Changes of time, date or place must be made in writing to the County Clerk ten (10) days prior to the implementation of the change. In addition, twenty-four (24) hours prior to each meeting, the Board must post a notice of the meeting and it shall state the date, time, place and agenda. The 24-hour period excludes weekends and legal holidays.
2. Special Meetings — A special meeting is any meeting other than a regularly scheduled or emergency meeting. Notice of the date, time and place must be given to the County Clerk at least 48 hours prior to the meeting either in person or by telephone. A notice by telephone should be noted in writing of the time, the person and to whom the call was made in the County Clerk's office. A notice of date, time, place and agenda must be posted at least 24 hours before in a public place. Only agenda items may be considered at a special meeting.
3. Emergency Meetings — An emergency meeting is called for the purpose of dealing with a situation involving injury to persons or injury and damage to public or personal property or immediate financial loss when the time requirements for public notice of a special meeting would make such procedure impractical and increase the likelihood of injury or damage or immediate financial loss. As much advance notice must be given as reasonable and possible for an emergency meeting. Notification of this meeting must be either in person, by telephone or electronic means.
4. Continued or Reconvened Meetings — These meetings are assembled for the purpose of finishing the business appearing on an agenda of a previous meeting. Only matters on the agenda of the previous meeting may be discussed at the continued or reconvened meeting. The time and place of the continued meeting must be given by announcement at the original meeting.

EXECUTIVE SESSION

The Mustang Board of Education may, at its discretion, enter into executive session after the executive session is authorized by a vote in open session and only if a proposed executive session and the specific section of law authorizing an executive session are listed on the agenda. If new business arises within the statutory time limitations and otherwise qualifies for an executive session, it may be discussed in executive session.

The board may enter into executive session for any of the following reasons:

1. To discuss the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any or all of the employees or volunteers of the school district. 25 O.S. §307 (B) (1) [including the appointment of an individual to fill a board vacancy pursuant to 70 O.S. §5-118]
2. To discuss negotiations concerning employees and representatives of employee groups. 25 O.S. §307 (B) (2)
3. To discuss the purchase or appraisal of real property. 25 O.S. §307 (B) (3)
4. To have confidential communications with its attorney concerning a pending investigation, claim, or action if the school district, with the advice of its attorney, determines that disclosure will seriously impair the ability of the district to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest. 25 O.S. §307 (B) (4)
5. To hear evidence and discuss the expulsion or suspension of a student when so requested by the

student, the parent, an attorney, or the legal guardian. 25 O.S. §307 (B) (5)

6. To discuss matters involving a specific handicapped child. 25 O.S. §307 (B) (6)
7. To discuss any other matter where disclosure of information would violate confidentiality requirements of state or federal laws. 25 O.S. §307 (B) (7)
8. To engage in deliberations or to render a final or intermediate decision in an individual proceeding pursuant to Article II of the Administrative Procedures. 25 O.S. §307 (B) (8)
9. To discuss the following, all of which should be cited 25 O.S. §307 (B) (11):
   A. The investigation of a plan or scheme to commit an act of terrorism;
   B. Assessments of the vulnerability of government facilities or public improvements to an act of terrorism;
   C. Plans for deterrence or prevention of or protection from an act of terrorism;
   D. Plans for response or remediation after an act of terrorism;
   E. Information technology of the public body but only if the discussion specifically identifies:
      1. design or functional schematics that demonstrate the relationship or connections between devices or systems;
      2. system configuration information;
      3. security monitoring and response equipment placement and configuration;
      4. specific location or placement of systems, components, or devices;
      5. system identification numbers, names, or connection circuits;
      6. business continuity and disaster planning, or response plans; or
      7. investigation information directly related to security penetrations or denial of services, or
   F. The investigation of an act of terrorism that has already been committed.

      The term "terrorism" means an act of violence resulting in damage to property or personal injury perpetrated to coerce a civilian population or government into grating illegal political or economic demands; or conduct intended to incite violence in order to create apprehension of bodily injury or damage to property in order to coerce a civilian population or government into granting illegal political or economic demands. Peaceful picketing or boycotts and other nonviolent action shall not be considered terrorism (21 O.S. § 1268.1).

No action, decision, or vote shall be taken while the board is in executive session. The board shall reconvene the open meeting after an executive session prior to adjourning the meeting.
An executive session for the purpose of discussing the purchase or appraisal of real property shall be limited to members of the public body, the attorney for the public body, and the immediate staff of the public body. No landowner, real estate salesperson, broker, developer, or any other person who may profit directly or indirectly by a proposed transaction concerning real property which is under consideration may be present or participate in the executive session, unless they are opening under an existing agreement to represent the public body.

In the interest of maintaining confidentiality of the information discussed during executive sessions, under no circumstances will audio/video recording or camera photos of executive sessions be permitted. Board members and those persons requested to enter an executive session are required to turn off all cellular telephones prior to the start of the session, unless there is a legitimate reason of personal health or safety involved.

The Superintendent, or designated representative, shall attend all executive sessions except those, which pertain to the Superintendent's employment. The Board may invite staff members or others to attend such sessions at its discretion.

This policy is in accordance with the Oklahoma Open Meeting Law, Title 25, Oklahoma Statutes, Section 307(B) and 70 OS Section 5-118.

CONSENT AGENDA

The Board meeting agenda shall include a "Consent Agenda" which consists of items routinely appearing before the Board for approval. The items will be approved by one motion unless any one member of the Board desires a separate vote on any or all of the items. The Consent Agenda should be restricted to items that do not create much discussion or controversy.

PERSONNEL – SCHEDULE A and SCHEDULE B, and SCHEDULE C

The Board meeting agenda shall include a Schedule A and a Schedule B and Schedule C if necessary- which is a portion of an agenda that concerns the "discussion, consideration and/or approval" of routine personnel items such as retirements, resignations, reassignments and releases from contract, and the hiring of substitute teachers (guest teachers). All of these items will be approved by one motion unless any one member of the Board desires a separate vote on any or all of the items. Personnel Schedule A and Schedule B and Schedule C are restricted to items that do not create much discussion or controversy.

QUORUM

At all sessions of the Board, a majority of the number elected shall constitute a quorum to do business.

BY LAWS/RULES

These by-laws and rules may be altered or amended at any regular meeting of the Board of Education by a vote of two-thirds of all members of said Board, provided that written notice of the proposed alteration or amendment is given at a previous regular scheduled board meeting.

RULES OF ORDER

A quorum being present, the president, or in his/her absence, the vice-president, shall take chair, call the meeting to order.

Should both the president and vice-president be absent at the time appointed for the meeting to convene, and should a quorum then be present, a president pro tempore shall be elected to serve for such meeting or until either the president or vice-president shall appear.

At all regular meetings the following shall be the order of business:

I. Call To Order
II. Roll Call (may be silent)
III. Superintendent's Report
IV. Board Report
V. Public Participation
VI. Consent Agenda

VII. Treasurer Report
VIII. Financial Consent Agenda
IX. Business
X. New Business
XI. Executive Session
XII. Personnel – Schedules A, B, and C as necessary
XIII. Adjournment

The president may speak on points of order in preference to other members and shall decide questions of order, subject, however, to an appeal to the Board by any two (2) members.

A motion made must be seconded and must be repeated distinctly by the president or read aloud before it is debated and every motion shall be reduced to writing, if the president or any member shall so require.

Any member who shall have made a motion shall have liberty to withdraw it, with the consent of his/her second, before any debate has been had thereon, but not after such debate has been had without leave being granted by the Board.

The consideration of any question may be postponed to a time fixed or the question may be suppressed altogether by an indefinite postponement.

A motion once voted down shall not be renewed at the same meeting without the consent of the number of members required for adoption.

When any business is brought before the Board, the consideration of the same shall not be interrupted except by motion for adjournment, to lay on the table fore previous question, for postponement, for commitment or for amendment.

A motion for adjournment shall always be in order and shall be decided without debate except that it cannot be entertained when the Board is voting on another question, or while a member is addressing the Board.

No member in the course of debate shall be allowed to indulge in personal reflections.

Every member of the Board must vote and have their action recorded on all questions needing Board approval.

The first person recognized by the president, as desiring to speak shall have the right to the floor.

The officers of the Board shall also perform such other duties as may from time to time be lawfully required of them either through the adoption of permanent rules or other lawful action of the Board.

Adopted: 12-98
Revised: 10-01
Revised: 08-03
Revised: 08-09-10
Revised: 04-13-15
Revised: 11-09-15

Revised: 10-8-18
Revised: 06-10-19
Revised: 10-9-23
Revised: 06-10-24

ANNUAL BUDGET

The Board of Education shall adopt a budget that shall represent a complete plan for the school district and shall present information necessary and proper to disclose the financial position and condition of the school district. It shall contain a budget summary in tabular form for each appropriated fund:

- Actual revenues and expenditures for the immediate prior fiscal year;
- Revenues and expenditures for the current fiscal year as shown by the budget for the current year as adopted or amended;
- Estimates of revenues and expenditures for the budget year.

The Board will make available on the district's website a copy of the most recent Estimate of Needs and the most recent Financial Audit.

No later than October 1 of each year, the Board shall submit one (1) copy of the Estimate of Needs to the State Department of Education and the County Excise Board.

The final budget may be revised by the Board in open meeting.

Adopted: 08-99
Revised: 08-14-06
Revised: 08-09-10
Revised: 11-09-15
Revised: 06-10-24

TREASURER RESPONSIBILITIES

1) STATUTORY REQUIREMENTS.
   a) The requirements and responsibilities for the Treasurer are outlined in the Oklahoma Statutes including, but not limited to, 70 O.S. §5-114, 5-115, 5-116a and 5-190. Particular applications for the Mustang School District are detailed within this Policy. Should a conflict arise between this Policy and the Oklahoma Statutes the Oklahoma Statute will prevail.

2) OATH OF OFFICE.
   a) The Treasurer shall take and subscribe to the same Oath of Office as required of each Board Member.

3) SURETY BOND.
   a) The Treasurer shall execute a Surety Bond in an amount no less than $100,000 but no greater than the Surety Bond of the Canadian County Treasurer before entering the duties of the office of Treasurer.
   b) The Treasurer will ensure that the Surety Bond remains in effect during the entire term of employment.
   c) The Surety Bond shall be furnished by a company duly qualified under the insurance laws of the State of Oklahoma.
   d) The premium on the Surety Bond shall be paid out of district funds.

4) TRAINING.
   a) The Treasurer shall obtain 12 hours of approved training within the first nine months of assuming the role of Treasurer.
   b) The Treasurer shall obtain an additional 12 hours of approved training every three years.
   c) Training shall be considered approved if approved for credit by the State Department of Education Office of Financial Services.
   d) The Treasurer shall be responsible for maintaining copies of the Certificates of Completion of all approved training.

5) EXECUTION OF CHECKS.
   a) The Treasurer shall sign all checks written from the Governmental or Bond Funds of the District via facsimile signature.
   b) The Treasurer shall place on file with the Oklahoma Secretary of State a Certificate of Manual Signature to register the facsimile signature.

6) FINANCIAL RECORDS.
   a) The Treasurer shall be responsible for the following duties regarding all Governmental and Bond funds:
      i) Maintaining current computer records of all funds received by the District.
         (1) The computer accounting system shall maintain separate accounts for each fund in the custody of the Treasurer.
      ii) Maintaining current computer records of all investments made from each fund or each bank account.

(1) If applicable, the investment detail shall disclose the date, description and principal amount paid for each investment purchased and the date and principal amount received for each investment liquidated.

iii) Maintaining detailed records and receipts for all revenue received.

iv) Coding all revenue received in a manner consistent with the Oklahoma Cost Accounting System (OCAS).

v) Ensuring the computerized revenue entries comply with OCAS requirements for year-end reporting.

vi) Reconciling the bank balances for all bank accounts with the computer balances on a regular basis but in no event less than on a monthly basis.

vii) Obtaining from each bank where funds are deposited a listing of collateral pledged, said listing detailing both the par value and the market value of such collateral, and ensuring that the market value of the pledged collateral is sufficient to cover daily fund balance in each bank account.

7) BOARD REPORTS.

a) The Treasurer shall, on a monthly basis, report the following:

i) The cash positions of the District

ii) The current investments of the District and the end of month interest rate

iii) Revenue report for the General Fund

iv) Other reports as the Board may require

8) MANAGEMENT AND INVESTMENT OF FUNDS.

a) The Treasurer shall place primary emphasis on safety and liquidity in the investment of funds. Taking into account the need to use sound investment judgment, prior to purchasing direct obligations of the United States Government or other obligations of the United States Government, its agencies or instrumentalities, the school district shall utilize competitive bids, to the extent practicable. All investments shall be designed to maximize yield within the class of investment instrument, consistent with the safety of the funds invested.

b) The Treasurer is authorized to invest all funds in the any of the following:

i) Direct obligations of the United States government to the payment of which the full faith and credit of the Government of the United States is pledged;

ii) Obligations to the payment of which the full faith and credit of this state is pledged;

iii) Certificates of deposit of banks when such certificates of deposits are secured by acceptable collateral;

iv) Repurchase agreements that have underlying collateral consisting of those items specified in paragraphs I and 2 including obligations of the United States, its agencies and instrumentalities and where the collateral has been deposited with a trustee or custodian bank in an irrevocable trust or escrow account established for such proposes;

v) County, municipal or school district direct debt obligations for which an ad valor tax may be levied or bond and revenue anticipation notes, money judgments against such county, municipality or school district ordered by a court of record or bonds or bond and revenue anticipation notes issued by a public trust for which such county, municipality or school district is a beneficiary thereof;

vi) Money market mutual funds regulated by the Securities and Exchange Commission and which investments consist of obligations of the United States, its agencies and instrumentalities and investments in those items and those restrictions specified above;
vii) Warrants, bonds or judgments of the school district; or
viii) Qualified pooled investment programs, the investment of which consist of those items specified in paragraphs 1 through 8 as well as obligations of the united States agencies and instrumentalities, regardless of the size of the district's budget. To be qualified, a pooled investment program for school funds must be governed through an inter-local cooperative agreement formed pursuant to 70 O.S. § 5-1 17b and the program must competitively select its investment advisors and other professionals.
(1) Any pooled investment program must be approved by the Board of Education.

c) Effective for FY 2024 and later, the income received on any investment shall be deposited into the governmental or activity fund bank account from which the investment was made and may be allocated to any fund or subaccount contained therein including, but not limited to, the general fund, the building fund or the sinking fund (see 70 O.S. § 5-115)

9) ASSISTANT TREASURER.
a) The Assistant Treasurer, if so appointed and employed by the Board, will have the same authority, duties and responsibilities of the Treasurer and will serve in the absence of the Treasurer or as directed by the Treasurer.

Adopted: 08-99 (as Management and Investment of Funds)
Revised: 08-14-06
Revised: 08-09-10
Revised: 06-10-24 (as Treasurer Responsibilities)

Board of Education MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent of Operations

Re: Policy 1140

Date: 6/10/24

Contract Vendor:_____ **Time Frame:**_____

Please consider the following policy revisions for approval:
Policy 1140

Child Nutrition Program
Procurement Policy

The Mustang Public School (MPS) Board of Education, in order to comply with the applicable provisions of the USDA Procurements Standards and any MPS Board Purchasing Policies and Procedures, has established and made accessible to all of its employees with authority to purchase for the Child Nutrition Programs (CNP) the following Procurement Plan for the purchase of goods and services.

I. Purpose and Goal: The purpose of this Procurement Plan is to establish procedures for the procurement of food, equipment, other supplies and services that will ensure that such materials and services are obtained in an effective manner and in compliance with all applicable Federal and State laws. All procurement transactions of the MPS Child Nutrition Programs, without regard to dollar value, will be conducted in a manner that provides maximum open and free competition. It is the goal of the MPS Child Nutrition Program to purchase only good quality merchandise and services, which will assist in meeting the goal of serving high quality meals at a reasonable cost.

II. Authorized Purchasing Agents for the Child Nutrition Programs:
- Director of Child Nutrition Programs
- Director of Business/Finance
- Superintendent of Schools
- Child Nutrition Administrative Assistant

III. Open and Free Competition will exist to the maximum extent possible, included but not limited to:
A. The maintenance of a request file for potential bidders
B. Involvement of all known vendors to the extent they are capable of meeting the needs of the MPS Board of Education
C. Utilization of clear, fair and identical specifications
D. The public announcement of the procurement plan annually
E. The advertising of bid opening and viewing of all bids, proposals, etc.
F. The mailing of the Invitation to Bid to all known potential bidders

IV. Comparability of Prices and Products will be achieved through:
A. The use of identical specifications
B. The on-going evaluation of products and services

V. Adequate Documentation will be achieved, included but not limited to;
A. Bidder request files
B. Records of communication (telephone quotes, written quotes, proposals, bid instruments)
C. Records of the opening and awarding of sealed bids, proposals and quotations
D. Documentation of reasons if the lowest bid, proposal or quotation is not selected
E. Post-award notification to all vendors who responded
F. Other documentation as required

All purchasing records will be maintained in the Child Nutrition Office files no less than the current year plus 3 additional years.

MPS will take steps to assure that small, minority and women's businesses enterprises and labor surplus firms are used when possible [2 CFR 200.321]

VI. Procurement Plan Review Procedures

The Child Nutrition Director and Child Nutrition Coordinator will review procurement actions thereby ensuring that procurement activities comply with the standard set forth in applicable State and Federal law, avoid the purchase of unnecessary duplicative items and represent a fair, efficient and effective procurement system.

VII. Contract Administration:

A. Code of Conduct

The MPS District, officers and employees who are engaged in the awarding and administering of contracts supported by program funds shall follow the following principles:

1. No employee or officer of the school district shall participate in selection of, or in the award or administration of, a contract supported by program funds if a conflict of interest, real or apparent, would be involved

2. Conflicts of interest arise when any of the following has a financial or other interest in the firm selected for the award:

   a. The employee, officer or agent
   b. Any member of his/her immediate family
   c. His/her partner
   d. An organization which employs, or is about to employ, any of the above

3. The Mustang Public School District's officers, employees or agents shall neither solicit nor accept gratuities, favors or anything of material and/or monetary value from contractors, potential contracts or parties to sub agreements

4. The removal of any food, supplies, equipment or school property is prohibited

5. Failure of any employee to abide by the above stated code could result in a fine or suspension, both or dismissal

B. Buy American -

Schools participating in the federal school meal programs are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic commodity or product means an agricultural commodity that is produced in the US and a food product that is processed in the US substantially (at least 51%) using agricultural commodities that are produced in the US. While rare, 2 exceptions may exist when: 1) the product is not produced or manufactured in the US in sufficient, reasonable or available quantities of a satisfactory quality, such as bananas and pineapple and 2) competitive proposals reveal the cost of a domestic product is significantly higher than a non-domestic product.

1. All purchases will be verified upon receipt
2. Assurance that all contractors and vendors conform in accordance with issued purchase orders will be realized
3. All successful vendors and contractors will be informed as to how, when and on what basis payment will be made
4. The following persons will be responsible for contract administration:
   Child Nutrition Director; Child Nutrition Administrative Assistant

C. Protest Procedures –

Are in place to handle and resolve disputes relating to procurements (Attached: 1140.1). Information shall be disclosed regarding protest to the awarding agency. A protestor must exhaust all administrative remedies with the district SFA before pursuing a protest with a federal agency. Reviews of protests by the federal agency will be limited to: (Reference USDA Policy Memo2006-SNP-06). Violations of federal law or regulations and the standard of 2CFR§200 (violations of state or local law will be under the jurisdiction of state or local authorities). AND

Violations of the district SFA's protest procedures for failure to review a complaint or protest. Protests received by the federal agency other than those specified above will be referred to the SFA.

D. Nonkickback Affidavit

Please note that Oklahoma statute 62 O.S. §310.9 requires a signed and notarized nonkickback affidavit on every purchase order of $25,000 or more. The affidavit is to be signed by the person or persons authorized to accept payment on behalf of the architect, contractor, engineer, or supplier.

E. Lobbying Certification (Reference 200.326[1])

a. Lobbying certification must be obtained for procurement contracts of more than $100,000. Any vendor whose contract award is for more than $100,000 must complete a Certification Regarding Lobbying form located on page P-55. The SFA must keep this signed certification statement on file with a copy of the vendor's contract.

b. Any SFA or its vendors who participate in lobbying activities must complete a Disclosure of Lobbying Activities form on page P-57. SFAs must submit this completed form to the State Agency. A vendor would submit its completed form to the SFA.

F. Debarment or Suspension

An SFA is prohibited from contracting with an individual or company that has been debarred or suspended in accordance with 2 CFR §180, as adopted and modified by USDA regulations at 2 CFR §417. This prohibition does not extend to contracts in existence at the time of the debarment or suspension or to most contracts under $25,000. Rather, it applies to new contracts and extensions or renewals of existing contracts of $25,000 or more and to contracts for audit services, regardless of amount.

G. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708).

Where applicable, *all contracts* awarded by the nonfederal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 70 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market or contracts for transportation or transmission of intelligence.

H. Equal Opportunity and Discrimination. The vendor certifies that it is 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 vendor assures 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. (FORMAL CONTRACTS OF $10,000 OR MORE)

Any or all bids may be rejected if there is a sound documented reason.

Contracts in excess of $150,000 shall contain provision that require compliance with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857[h]), Section 508 of the Clean Water Act (33 U.S. C. 1368), Executive Order 11738, and Environmental Protection

Agency (EPA) Regulation (40 CFR §15), which prohibit the use of nonexempt federal contracts, grants, or loans of facilities included on the EPA list of violating facilities. The provision shall require reporting of violations to the grantor agency and to the EPA Assistant Administrator for Enforcement (EN-329). The contract must recognize mandatory standards and policies relating to energy efficiency that are contained in the State Agency conservation plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94-163).

VIII. Procurement Methods:

Records will be kept for all purchases regardless of the procurement method used; including small purchases in the Child Nutrition Office for the current year plus 3 previous years.

Any or all bids may be rejected if there is a sound documented reason.

A. Micro purchase procedures will be used to purchase:

services or supplies, the aggregate dollar amount of which does not exceed the micro purchase threshold of $10,000.00. To the extent practicable, the district will distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the district entity considers the price to be reasonable.

B. Purchasing equipment:
If the amount of purchases for equipment is greater than $5,000 and using USDA funding for the purchase, the SFA will seek prior approval from Oklahoma Child Nutrition Programs unless the equipment is placed on the Equipment Pre-Approval list located in the Child Nutrition Manual. If not using USDA funding for purchase, "Small Purchase" procedures for quotes will be followed (see below).

C. Small purchase procedures or quotes will be used to purchase:
services or supplies when the estimated value of the purchase or awarded contract does not exceed the small purchase threshold of $250,000.00. Price or rate quotations will be obtained from an adequate number of qualified sources. Public notice is not required (example newspaper ad). Price or rate quotations can be opened at any time. Price or rate quotations can be either verbal or written.

D. Competitive Sealed Bids or an Invitation for Bid (IFB) will be used to purchase when contract value is equal to or greater than $250,000.00. IFBs containing all the information and instructions necessary for bidders to prepare their proposals will be solicited from an adequate number of known suppliers, and will provide sufficient response time prior to the date set for opening the bids. The invitation for bids will be publicly advertised. District entity will open all sealed bids at an appointed time, review the proposals and select those deemed competitive enough to continue in the negotiation process. District entity will award contract to responsible contractor who has the facilities, quality-assurance processes, etc. to complete the contract. Interested parties can view all the bids at this time. The contract is awarded to the responsive and responsible bidder with the lowest bid. Sealed bids (or IFB) procedures will be applied on the basis of the attached Chart of Procedures

E. Non-Competitive Negotiations
The circumstances under which Non-Competitive Negotiations will be used are:
1. Only one (1) vendor is willing to supply bids on the proposed items of purchase. (Documentation indicating that MPS made good faith effort to secure vendors to bid will be kept on file for three (3) years)
2. An emergency exists that will not permit the delay in securing competitive bids
3. Small items that are needed and may be obtained from the local grocery store will not be bid MPS will make a reasonable effort to assure that prices paid through the Non-Competitive Negotiations process will be at the"fair market" price.

F. MPS Child Nutrition Program reserves the right to purchase new items or items at discounted rates at food shows.

G. Service contracts will be eligible for renewal when service and/or products have proven satisfactory:
1. Warewashing and related items
2. Pest control
3. Hood cleaning
4. Fire protection (fire extinguishers)
5. Grease removal
6. Software update

IX. Procurement Calendar:
Prime Vendor Award valid for one school year with option to renew for up to 3 school years. Goods and services purchased by the MPS Child Nutrition Program bid periods are as follows:

A. Awarded to Prime Vendor
1. Market Basket (top 50 items purchased)
2. Commodity Net off (commodity processed items with net off invoicing)
3. Disposables/Other
4. Dry Goods
5. Frozen Foods
6. Refrigerated Foods

See Chart of Procedures (Attached)

B. Annually awarded in June
   1. Milk and related products
   2. Bread and related products
   3. Produce
   4. Small Equipment

Adopted: 12-13-10
Revised: 07-10-17
Revised: 06-10-19
Revised: 06-10-24

Board of Education Memo

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent of Operations
Re: Policy 5015

Date: 6/10/24

Contract Vendor:_____ **Time Frame:**_____

Please consider the following policy revisions for approval:
Policy 5015

RESIDENCY POLICY

Legal Residency

The Mustang Public Schools will enroll students who are deemed to be legal residents of the district. In order to establish the legal residency of a child for school attendance, the student must be residing in the district with his/her parent(s), court appointed legal guardian or person having legal custody. The Mustang Public Schools will not accept affidavit forms or notarized affidavits obtained from the custodial parent giving care and custody to another individual. The student must be living with the parent(s), court appointed legal guardian or person having legal custody full time, as a permanent resident or with a legal guardian who can provide verifiable documentation that they are contributing to a "substantial degree" to the support of the child.

If a divorce has been granted, the decree will state which parent has legal custody. If the decree awards joint custody, and each parent contributes in "substantial degree" to the child's support while they have custody, then the residence in which the child resides on a regular basis determines the legal residency of the child for school attendance.

In order to determine legal guardianship or legal custody, the parent or guardian will be asked to provide a copy of the divorce decree indicating which parent has custody or a copy of the court order granting legal guardianship. When the issue of whether a parent, legal guardian or custodial parent is contributing to a "substantial degree" to the support of the child, health insurance coverage forms and IRS end-of-year tax statements from the previous calendar year may be requested.

Homeless Children

Students without visible means of support, who reside within the Mustang Public Schools, will be granted enrollment privileges as a Homeless Student.

In accordance with the Federal McKinney Homeless Assistance Act, homeless children shall have access to the same free and appropriate public education as provided to other children. The board shall make reasonable efforts to identify homeless children within the district, encourage their enrollment, and eliminate existing barriers to their education that may exist in district policies or procedures. No child or youth shall be discriminated against in this school district because of homelessness.

Children are deemed to be homeless under the following conditions:

- A child who is lacking a fixed regular and adequate nighttime residence and who has a primary nighttime residence that is a publicly or privately operated shelter designed to provide temporary living accommodations, a temporary residence prior to institutionalization, or a place not designed or ordinarily used as a regular sleeping accommodation for human beings.
- A child who is placed in a transitional or emergency shelter before placement in a foster home or home for neglected children.
- A child who is temporarily living in a trailer park or camping area due to lack of adequate living accommodations.
- A child who is living in doubled-up accommodations due to loss of housing or other similar situations.
- A migratory child who is staying in accommodations not fit for habitation.
- A child who has run away from home and lives in a runaway shelter, abandon building, the street, or other inadequate accommodations.
- A child who is placed in a state institution because she/ he has no place to live.
- A child who has been abandoned by his/ her family and who is staying in a hospital.
- A child whose parents or guardian will not permit him/ her to live at home and who lives on the street, in a shelter, or in other transitional or inadequate accommodations.
- School-aged unwed mothers who are living in homes for unwed mothers because they

have no other available living accommodations.

The district administration shall attempt to remove existing barriers to school attendance by children of Foster care and homeless children.

- Enrollment requirements that may constitute a barrier to the education of a child in Foster care or the homeless child or youth shall be waived. If the district is unable to determine the students' grade level due to missing or incomplete records, the district shall administer tests or utilize other reasonable means to determine the appropriate grade level for the child.
- Fees and charges that may present a barrier to the enrollment or transfer of a child in Foster care or a homeless child shall be waived.
- Customary transportation policies and regulations shall be waived for a child in Foster care or a homeless child.
- Official school record policies and regulations shall be waived for a child in Foster care or a homeless child.

The district will provide to each homeless child such school services that are comparable to services offered to other students in the district and that are determined to be in the child's best interest. Such services shall include:

- Public Pre-school programs;
- Special Education, Title I, and limited English proficiency programs for which they are eligible;
- Vocational education programs;
- Gifted and talented programs;
- Before and after school programs;
- School meal programs; and
- Transportation services

"Foster care" means 24-hour care and supportive services provided to children placed away from their parents, guardians, or persons exercising custodial control or supervision and for whom the foster parent has placement care and responsibility.

"School of Origin" means the school in which a child is enrolled at the time of placement in foster care.

"Best Interests" means a case by case determination of the appropriateness of the current educational setting and the proximity of placement as required by ESEA section 1111(g)(l)(E)(i). Factors to be utilized in this determination include, but are not limited to the following:

1. Safety considerations;
2. Proximity of the resource family home to the child's present school;
3. Age and grade level of the child as it relates to the other best interest factors;
4. Needs of the child, including social adjustment and well-being;
5. Child's performance, continuity of education, and engagement in the school currently attending.
6. Child's special education programming if the child is classified;
7. Point of time in the school year;
8. Child's permanency goal and likelihood of reunification;
9. Anticipated duration of the placement;
10. Preferences of the child;
11. Preference of the child's parents, or education decision makers;
12. The child's attachment to the school, including meaningful relationships with staff & peers;
13. Placement of the child's siblings;

14. Influence of the school climate on the child, including safety;
15. Availability and quality of the services in the school to meet the child's educational and socio-emotional needs;
16. History of school transfers and how they have impacted the child;
17. How the length of the commute would impact the child, based on the child's developmental stage;
18. Whether the child is a student with a disability under the IDEA who is receiving special education and related services or a student with a disability under section 504 who is receiving special education or related aides and services and, if so, the availability of those required services in a school other than the school of origin; and
19. Whether the child in an EL and is receiving language services, and, if so, the availability of those services in a school other than the school of origin, consistent with Title VI and the EEOA.

Any student meeting these criteria should be referred to the MPS Homeless Liaison at (405) 376-7335 to assist in completing immediate enrollment per the procedures in place with MPS.

In cases of dispute of enrollment as a homeless student or the assigned attendance school, the parent shall be afforded due process per the MPS District McKinney-Vento Homeless Education Complaint Guidelines. (AR5015.3)

Custodial and Non-Custodial Parental Rights

It is the policy of the Mustang Board of Education that a parent who is awarded legal custody of a child by court action shall file a copy of the court decree awarding such custody with the school. If the custodial parent does not wish the child to be released to the non-custodial parent, appropriate written instruction should also be filed with the school.

All staff are instructed to refer any questions to the appropriate building principal or the Assistant superintendent.

Absent a court decree to the contrary, both natural parents have the right to view the student's school records, to receive school progress reports, to visit the child briefly at school and to participate in parent/teacher conferences (not necessarily together in the same conference).

Residency Due Process

In cases of dispute of residency, the student/parent/legal guardian shall be afforded due process by the Mustang Board of Education. A student who has been denied enrollment by the Mustang Public Schools has the right to submit his/her written appeal to the Residency Dispute Officer of Mustang Public Schools within three (3) days of residency dispute.

Parent/Legal guardian must provide, with the request for review, additional pertinent information pertaining to the residency dispute.

The residency officer will render a decision and notify parent/legal guardian within three (3) days of the receipt of the request for review.

In the event that the parent/legal guardian disagrees with the decision, they must notify the residency officer in writing within three (3) days of the receipt of the decision. The residency officer will submit findings and documentation to the Mustang Board of Education.

If, during the course of a school year, a dispute arises as to the residency of a student who is currently enrolled and attending MPS, the student shall be allowed to continue attending MPS until these dispute procedures have been exhausted.

The Board will review the dispute and render a decision at the next regularly scheduled board meeting. The Board's decision shall be final.

New Student Enrollment – Proof of Residence

Students enrolling in Mustang Public Schools shall be required to provide two (2) verifiable, current proofs of residency. The parent/legal guardian shall be asked to provide the following:

1. current utility billings including gas, electric, water or sewer and/or
2. lease agreement,
3. contract on a home, (completion of the build and residency established within approximately 45 days of enrollment)
4. warranty deed statement, ~~ad valorem tax statement~~ or
5. mortgage statement.

If utility billings are not available, the school shall accept a current or active verification of service from the utility company that the services have been established. The letter must be on letterhead and signed by an appropriate official.

~~The school shall accept a current gas, electric or water and sewer billing.~~ Telephone billing, television cable billing, personal checks or driver's license will not be accepted as a verifiable, current proof of residency. ~~If utility billings are not available, the school shall accept a statement from the utility company that the services have been established. The letter must be on letterhead and signed by an appropriate official.~~ By completing the enrollment process, the resident / owner / parent / guardian are consenting to approval allowing the school district to request, inspect and verify additional proofs of residency.

Residency Verification by Affidavit

Parent(s)/Legal guardian(s)/Students who cannot provide the necessary information to verify their address because they are residing with a friend or relative on a temporary or permanent basis shall be required to complete a "Residency Verification by Affidavit" form. Completing a residency verification by Affidavit requires both the homeowner/resident and the parent/legal guardian of the student must sign, and each must provide a current valid driver's license (not expired) or state issued I.D. card. The homeowner/resident shall provide the two (2) proofs of residency as required for all new students. The name on the affidavit must match the name on the proofs of residence. The Parent/Legal guardian shall provide two (2) proofs of residency. Mail (such as bank statement, medical bills, insurance papers, but not personal letters or junk mail), either addressed to the parent at the address claimed as the residence or forwarded by the United States Postal System to the address claimed as the residence, updated lease agreement showing parent/legal guardian and student's name as occupants. A Residency Verification by Affidavit is valid for the current school year only and is to be renewed each year (during the summer). By completing the RVA process, the resident / owner / parent / guardian are consenting to approval allowing the school district to request, inspect and verify additional proofs of residency.

Renewal of existing Residency Verification by Affidavit forms takes place over the summer for the upcoming school year. Completion of new Residency Verification by Affidavit forms for the upcoming school year may be completed at the time of enrollment or over the summer months.

The child shall not be enrolled until all necessary documentation has been provided and verified. If the homeowner/MPS resident /parent/legal guardian/student moves, the enrollment of the student is null and void and the student may be immediately withdrawn.

The MPS Administration reserves the right to make a home inspection. MPS may bill the legal MPS resident for the cost of educational services if falsification of the affidavit occurs. Oklahoma State Law specifies that any person who willfully makes a false statement in a "Residency Verification by Affidavit" form shall, upon conviction, be guilty of a misdemeanor punishable by imprisonment in the county jail for not more than one (1) year, or a fine of not more than five hundred dollars ($500.00), or both. The parent must agree to notify MPS immediately upon any change in residence.

New Residence

The intent to build a home within the Mustang Public School District does not constitute legal residency. If a home is in the process of construction, and a copy of a construction contract with local address can be filed with the school system, a resident shall have approximately forty-five (45) school days from the date of initial enrollment to establish permanent residence in the home under construction. If residency is not established within the allotted time period, the student's enrollment can be terminated.

Revised: 01-00
Revised: 08-03
Revised: 07-06
Revised: 08-08
Revised: 07-10
Revised: 07-09-12
Revised: 8-14-19
Revised: 7-11-22
Revised 8-8-22
Revised 11-14-22
Revised 6-10-24

Board of Education MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent of Operations
Re: Policy 5030 - Birth Certificates

Date: 6/10/24

Contract Vendor:_____ **Time Frame:**_____

Please consider the following policy revision to policy 5030 to comply with SDE Accreditation requirements.
Policy 5030; Birth Certificates / Pronouns

BIRTH CERTIFICATES / PRONOUNS

Official birth certificates will be presented at the time of enrollment for all students new to MPS. Underage pupils erroneously enrolled will be immediately dropped from school upon discovery of age. Underage pupils who have been in legal school attendance in a public or private school in another state or in a Department of Defense School for military dependents may be legally enrolled and attend an Oklahoma school.

According to Oklahoma Administrative Code, 210:10-2-2; D-1, any names or pronouns used at school can be considered "Identity Information". For students enrolled in Mustang schools, School Sites will use the pronouns associated with the gender of the student identified at birth, unless otherwise directed by a parent, legal guardian, or individual with legal custody.

REVISED 6-10-24

TITLE 210. STATE DEPARTMENT OF EDUCATION
CHAPTER 10. SCHOOL ADMINISTRATION AND INSTRUCTIONAL SERVICES

SUBCHAPTER 2. PARENTAL RIGHTS [NEW]

210:10-2-1. Parents' rights concerning their minor children. [NEW]

(a) **Purpose.**

The Parents' Bill of Rights instructs that parents have broad and inalienable rights concerning their minor children and that these rights are reserved to parents without obstruction or interference by governmental entities. 25 O.S. §§ 2001-2005. Parents' rights include the right to direct the education of their minor children, to object to public schools imposing unwanted instruction on questions of sex, morality, or religion; and additional rights applicable to minor children within public schools of this state. This Subchapter (2) seeks to implement and protect the rights of Oklahoma's parents concerning the education of their children and to otherwise exercise the State Board of Education's authority to adopt policies and make rules for public schools. Okla. Const. art. XIII, § 5; 70 O.S. § 3-104(A)(1).

210:10-2-2. Definitions. [NEW]

For the purposes of this Subchapter (2):

(a) **"Sex or Sexuality education"** means any class, program, curriculum, instruction, test, survey, questionnaire, Course, or other instructional material that relates to sexual behavior, sexual attitudes, or sexuality, including but not limited to gender identity or sexual orientation.

(b) **"Course"** means any program or activity where instruction or activities tied to the instruction are provided by or within a School District

(c) **"Information"** means any form of information including but not limited to, identity information.

(d) **"Identity information"** means information including but not limited to,

(1) any names or pronouns used by a student at school

(2) any social transition or other transition to a gender that differs from the student's sex

(e) **"Sex"** means the physical condition of being male or female based on genetics and physiology, as identified on the individual's original birth certificate;

(f) **"Parent"** means the natural or adoptive parent or legal guardian of a minor child.

(g) **"School district" or "School"** means any public school district and public charter school district that serves students in prekindergarten through twelfth grades in this state.

210:10-2-3. Requirements. [NEW]

(a) Parental rights regarding Sex or Sexuality education and their children.

(1) Advance written notice materially similar to the one described in 25 O.S. § 2003 shall be required for any Sex or Sexuality education material as defined in this Subchapter.

(2) The right to inspect classroom materials shall extend to any Sex or Sexuality education material as defined in this Subchapter.

(3) A written objection from a Parent pursuant to 25 O.S. § 2003, or this section may object in whole or in part to Sex or Sexuality education or any other instruction questioning beliefs or practices in Sex, morality, or religion.

(4) Each School district shall ensure that, to the extent reasonably feasible, it honors any partial objections within the meaning of paragraph (a)(3) of this section without excluding students from materials not subject to the partial objection.

(b) Parental rights regarding information concerning their children.

(1) No School district, and no employee of the district or its schools, shall encourage, coerce, or attempt to encourage or coerce a minor child to withhold information from the child's Parent(s) or guardian(s).

(2) A School district shall disclose to a child's Parent(s) or guardian(s) any information known to the School district or its employees regarding material changes reasonably expected to be important to parents regarding their child's health, social, or psychological development, including Identity information. Such disclosures shall occur within 30 days of learning the information and may include referrals to for appropriate counseling services that the Parent(s) or guardian(s) may use at their discretion.

(3) A School district that is informed or otherwise aware of a violation of 25 O.S. § 2002(C) or of this section within its district and fails to initiate disciplinary action within 30 days of learning of the violation, or fails to administer appropriate disciplinary action, shall be found to be in noncompliance with this section.

210:10-2-4. Noncompliance. [NEW]

(a) If the State Board of Education makes a finding of willful noncompliance with the provisions of 70 O.S. § 11-105.1, 25 O.S. § 2002(C), 25 O.S. § 2003, or OAC 210:10-2-3, the State Board of Education shall alter the accreditation status of the school district at issue.

(b) If the State Board of Education makes a finding of negligent or reckless noncompliance with the provisions of 70 O.S. § 11-105.1, 25 O.S. § 2002(C), 25 O.S. § 2003, or OAC 210:10-2-3, the State Board of Education shall require the school district at issue to comply with this rule under such conditions and within such reasonable timeframes as ordered by the State Board of Education.

(c) Failure to comply with an order of the State Board of Education under paragraph (b) of this section shall constitute willful noncompliance within the meaning of paragraph (a) of this section.

Board of Education Memo

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent of Operations
Re: Policy 5035

Date: 6/10/24

Contract Vendor:_____ **Time Frame:**_____

Please consider the following policy revisions for approval:
Policy 5035

ENROLLMENT OF STUDENTS

All children between the ages of five (5) year on or before September 1, and twenty-one (21) years on or before September 1, shall be entitled to attend school free of charge in the district in which they reside.

All children who are at least four (4) years of age but not more than five (5) years of age on or before September 1 and who have not attended a public school kindergarten shall be entitled to attend half-day or full-day early childhood programs at any public school in the state where such programs are offered; provided no child shall be required to attend any early childhood education program. The following paragraphs shall govern early childhood programs:

Children who are at least four (4) years of age but not more than five (5) years of age on or before September 1 shall be entitled to attend either half-day or full-day early childhood programs in their district of residence free of charge as long as the district has the physical facilities and teaching personnel to accommodate the child. For purposes of calculation of State Aid, children in an early childhood education program shall be included in the average daily membership of the district providing the program.

- A child who has not reached the age of five (5) years on or before September 1 and who resides in a district that does not offer an early childhood program shall be eligible for transfer to a district where an early childhood program is offered if the district that offers the early childhood program agrees to the transfer. A district offering early childhood programs may refuse to accept a nonresident child if the district does not have the physical facilities or teaching personnel to accommodate the child in an early childhood education class. If the child requesting the transfer has not reached the age of four (4) on or before September 1, the district my refuse to accept the nonresident child if the district determines the child is not ready for an early childhood program. Children who are accepted in a program outside their district of residence as provided in this paragraph shall be included in the average daily membership of the district providing the program for State Aid funding subject to the State Aid formula weight limitations set forth in paragraph 1 of this subsection.
- Children who have reached the age of four (4) years on or before September 1 may apply for admittance to Pre-Kindergarten in MPS. The program operates Monday through Friday with half-day sessions. The program is free and follows the MPS's calendar. Transportation is not provided.

No child shall be enrolled in Kindergarten unless he or she will have reached the age of five year on or before September 1 of the school year. No child shall be enrolled in the first grade unless he/she will have reached the age of six (6) years on or before September 1 of the school year. The superintendent may waive the age requirement for students who wish to enroll in first grade upon parent request and based upon a review of the child's circumstances.

No nonresident and nontransferred pupil shall be allowed to attend school in any school district unless a tuition fee equal to the per capita cost of education for a similar period in such district during the preceding year has been paid to the receiving district in advance yearly or by semester as determined by the district board of education of receiving district. If the State Board of Education discovers that such attendance has been allowed without prior payment of the tuition fee in advance as required, no further payment of any State Aid Funds shall be made to the district until such district has shown to the satisfaction of the State Board of Education that all such tuition fees have been paid or that such tuition pupil will no longer be allowed to attend school until the required tuition fee has been paid.

Any parent, guardian, person or institution having care and custody of a child who pays ad valorem tax on real property in any other school district other than that in which that person resides may, with the approval of the receiving board, enroll the child in any school district in which ad valorem tax is paid and receive a credit on the nonresident tuition fee equal to the amount of the ad valorem tax paid for school district purposes in the school district in which the child is enrolled. Provided, the credit shall not exceed the total amount required for the tuition payment (70-1-114)

Where tuition has been paid to permit underage child to attend kindergarten in a school district, child is not entitled to attend first grade free of charge in another district where he does not meet general minimum age for free first grade attendance required by this section, January 29, 1976 (AG Op. No. 76-132)

Mustang Public Schools does not accept tuition for underage children.

New Student Enrollment

Enrollment of new students can be completed online through the online enrollment system. Central Enrollment office staff will subsequently review and enroll students whose enrollment process is complete. Returning students will fill out online re-enrollment during each spring semester. State law and district policy requires that parents provide the following information with them at the time of enrollment:

- State issued ID or Driver's License (must be current, not expired)
- official birth certificate for all new students enrolling in MPS
- two (2) verifiable, current proofs of residence (see New Student Enrollment - Proof of Residency in Residency Policy # 5015)
- immunization record that meets the immunization requirements for the State of Oklahoma. For a current guide please contact the Oklahoma State Department of Health Immunization Services at 1-800-234-6196 or their website at http://www.health.ok.gov.

STUDENTS MAY NOT ENROLL WITHOUT COMPLETE IMMUNIZATION RECORDS OR PROOF THAT THE STUDENT IS IN THE PROCESS OF RECEIVING REQUIRED IMMUNIZATIONS. NO EXCEPTIONS WILL BE MADE. Exemptions to the immunization law may be granted in accordance with the state law and State Health Department requirements.

Notification of Changes in Enrollment Information

Please notify the Central Enrollment office with a change of address, custody changes, legal name changes, updated legal documents, phone number changes, emergency contact updates, etc.

~~Pre~~ Re-Enrollment for Returning Students

Returning students will fill out online re-enrollment during each spring semester. District policy requires 1 (one) verifiable, current proof of residency at re-enrollment in the spring and 1 (one) verifiable, current proof of residency in the fall. By completing the re-enrollment process, the resident / owner / parent / guardian are consenting to approval allowing the school district to request, inspect and verify additional proofs of residency.

Adopted: 12-98
Revised: 08-03
Revised: 07-07
Revised: 07-08
Revised: 07-11-11
Revised: 08-12-13
Revised: 08-14-19
Revised 08-08-22
Revised 06-10-24

Board of Education MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent

From: Dr. Jason Pittenger, Assistant Superintendent of Operations

Re: Policy 5076

Date: 6/10/24

Contract Vendor:_____ **Time Frame:**_____

Please consider the following policy approval to meet accreditation standards, for approval:
Policy 5076 - Tribal Regalia

MHS Native Regalia Requests for Graduation 5076

Mustang Public Schools fully supports the expression of Native culture by students within our district. According to Oklahoma SB 429, "A student enrolled in a public school district, a public charter school, or a technology center school may wear tribal regalia during the school's official graduation ceremonies, whether held at a public or private location.
"Tribal regalia" includes but is not limited to the following: traditional garments, jewelry, other adornments such as an eagle feather, an eagle plume, a beaded cap, a stole, or similar objects of cultural and religious significance worn by members of a federally recognized Indian tribe or the tribe of another country. Tribal regalia does not include any firearm or other weapon. Tribal regalia does not include any object that is otherwise prohibited by federal law, except in compliance with an appropriate federal permit."

Examples of items Native American students may wear at graduation ceremonies include, but are not limited to the following:

- Eagle feather or eagle plume attached to mortar board
- Beading around the edge of the mortar board
- Cords / stoles awarded by the student's tribe or other Native organization
- Star quilts - these are placed on the student's chair prior to the start of the graduation ceremonies, as coordinated with the senior principal and Indian Education staff beforehand.
- Other traditional regalia items representing the student's tribe/nation.

MPS PROCESS

If a Native American student desires to wear Tribal regalia at graduation, they should follow the steps listed below so the Indian Education staff and MHS administration has time to ensure all traditional regalia needs are met in the most respectful manner and the opportunity to address any logistical needs the student may require:

1) Complete the form (5076 R) below to confirm plans to wear Regalia before MARCH 1st of the graduation year. The form can be found on the Title VI website here: https://www.mustangps.org/departments/federal-programs/title-vi
2) Submit the form to the MPS Indian Education staff. Contact information can be found on the form below.
   The student will be contacted if there are any other questions or logistical concerns regarding the regalia.
3) The school district will collaborate with tribal leaders in order to ensure a respectful and culturally informed environment during the graduation ceremony.

If the student is NOT currently enrolled in the MPS Title VI / Indian Education program, please provide a copy of the tribal citizenship card, CDIB, or other documentation of your tribal status to

the Indian Education Coordinator or High School Administration. If the student is currently enrolled in Title VI, the district should have this information.

Please reference MPS School Board Policy 5075 for additional information regarding graduation ceremonies.

Adopted 6/10/24

TRIBAL REGALIA FORM **FORM 5076 R**

Student First Name:_____

Last Name:_____

Student Grade:_____ Student ID Number:_____

Are you currently enrolled as a Native American Student in the Title VI/Indian Education program? _____

What type of regalia item(s) do you intend to wear at graduation? (If you select "Other," please specify what the item is and what tribe it represents.)

_____ Eagle feather on mortar board
_____ Beading around the edge of the mortar board
_____ Stole or cord awarded by tribe or other Native organization
_____ Star quilt
_____ Other

If you intend to wear a stole or cord, please list the tribe or other Native organization from whom you received the item:

_____

Please submit a photo or photos of the regalia item(s) you intend to wear at graduation. If you have trouble uploading your photos to this form, you may email them to murrahb@mustangps.org. These photos help us determine if special accommodations are necessary for the regalia.

Complete this form and return it to murrahb@mustangps.org or pattersonk@mustangps.org

For Questions, feel free to contact the Indian Education Coordinator at 405.376.5838.

Approved 9/11/23

Memo

To: Charles Bradley
From: Chris Tobler
CC: Sue Cavett; Dr. Karen Wilson; Ryan McKinney
Date: June 4, 2024
Subject: Job Title and Description Change

Please consider the new job title and job description for what was previously known as *District Behavior Specialist*. The position will now be known as **Board Certified Behavior Analyst** with noted changes in red.

J. Consent Agenda

1. Job Description
    a. Board Certified Behavior Analyst

MUSTANG PUBLIC SCHOOLS
MUSTANG, OKLAHOMA

TITLE: ~~District Behavior Specialist~~ Board Certified Behavior Analyst (BCBA)

QUALIFICATIONS: Special Education Teacher Certification as Set by State Certification Administration Certificate, Certification as Board Certified Behavior Analyst (BCBA), Great interpersonal skills, and exceptional time management skills

REPORTS TO: ~~Assistant Director of Special Education and/or Director of Student Services~~ Director of Behavior Support Services

PERFORMANCE RESPONSIBILITIES:

1. Work with students with varying disabilities (autism, ADHD, developmental disabilities, etc.) and their teachers to develop behavior interventions/strategies in the classroom setting.
2. Conduct assessments (FBA, Social Skills, etc.) and develop, implement, and train individualized behavior intervention plans (BIP).
3. Provide on-going monitoring, analysis and support of Behavior Support Plans (BSP) and Behavior Intervention Plans (BIP).
4. Conduct parent informational trainings for strategies to use in the home.
5. Complete summaries, graphs, and other reports, as needed.
6. Provide training and workshops for staff (administrators, teachers, paraprofessionals, and assistants) across the district.
7. Coordinate care and efforts with other MPS staff to maximize outcomes for students with difficult behavior.
8. Maintain accurate, complete and correct records as required by law, district policy and administrative regulations.
9. Keep abreast of all pertinent regulations and laws pertaining to the special education program.
10. Demonstrate fiscal responsibility in relation to school equipment and supplies.
11. Establish and maintain cooperative relations with co-workers.
12. Attend and participate in professional activities and serves on committees as required.
13. Actively participate in professional growth activities.
14. Perform and assume other responsibilities and tasks as may be assigned by the supervisor.

TERMS OF EMPLOYMENT:
180 days+ 10 days
Salary to be determined by the Board of Education.

EVALUATION:
Job performance will be evaluated annually by the ~~Assistant Director of Special Education or Director of Student Services.~~ Director of Behavior Support Services

PHYSICAL DEMANDS:
Ability to stand, walk, squat frequently.
Ability to lift up to 20 pounds frequently.
Must have the dexterity to operate keyboards, computers, copy machines and other office machines.
Ability to walk or move long distances from location to location around different buildings in the district.

PROPOSED REVISION:
6-10-24

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, COO AG

Date: 4/29/2024

Contract Vendor: Stryker Integrated Solutions **Time Frame:** 7/1/2024-6/30/2025

Amount: $ 25,875.00 **Fund:** 21-Building Fund **Project:** 032-Bldg & Grounds

---

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

District Wide Fire and Security Monioting

AG/jw

Stryker Integrated Solutions, LLC
417 NE 139th Street
Oklahoma City, OK 73013
Ph: (918) 306-1731
OK Lic 440580

FIRE ALARM PROPOSAL

Date: April 17, 2024

To: Mustang Public Schools

Quotation #: 1

Phone#:

Attn: Alan Green

Fax #:

From: Donnie Dahlgren, OK 10087
President
donnie.dahlgren@strykeris.com
Mobile: 918-306-1731

Project: District Fire & Security Monitoring

We are pleased to provide this proposal for your consideration. All equipment is warranted for ONE (1) year unless otherwise specified, against all defects in material and workmanship. This quotation is firm for Thirty (30) days and price is based upon delivery of equipment within THREE (3) months. Stryker Integrated Solutions, LLC terms are net-30 based on monthly progress billings unless specified otherwise.

Scope of Work

Fire Alarm

Stryker Integrated Solutions has prepared this proposal to provide the remote monitoring for the MPS district fire and security systems.

YES	NO	Performance Item	YES	NO	Performance Item
☐	☑	Material (listed in the BOM)	☐	☑	Low-Voltage Fire Alarm Wire
☐	☑	Freight (prepaid)	☐	☑	Installation of Low Voltage FA Wire
☐	☑	Tax Material (New Construction)	☐	☑	Installation of Conduit, Boxes and Fittings
☐	☑	FA Permit and Plan Review Fees	☐	☑	120V Dedicated Power and Wiring
☐	☑	Product Submittals	☐	☑	Mounting / Termination of Proposed Devices
☐	☑	System Engineering	☐	☑	Duct Smoke Detectors
☐	☑	Drawings	☐	☑	Mounting of Duct Detectors to Duct Work
☐	☑	System Programming	☐	☑	Remote Test Stations for Duct Detectors
☐	☑	Testing of all Proposed Devices	☐	☑	Installation of Control Equipment Enclosures
☐	☑	One Year Warranty on Parts	☐	☑	Specialty Backboxes
☐	☑	One Year Warranty on Labor	☐	☑	Lift for High Ceilings
☐	☑	Owner Training	☐	☑	Fire Watch
☐	☑	Record (as-built) Documentation	☐	☑	Duct Detectors for FSDs (per M Sheets)
☐	☑	O&M Manuals	☐	☑	Patch and Paint
☐	☑	System Meets Plans / Drawings	☐	☑	Firestopping (excluding existing penetrations)
☐	☑	System is Design-Build	☐	☑	Correction of Wiring Faults Caused by Others
☐	☑	System is Code Minimum Only	☐	☑	Smoke Control

Bill of Material

The following bill of materials is intended to describe the scope of work / equipment provided by Stryker Integrated Solutions, LLC for this project by identifying major device and panel quantities. This bill of material is not intended to be a comprehensive list of all fire alarm system parts, components or accessories.

Line Item	Quantity	Part Number	Description	Manufacturer
1			Dist. FA & Security Monitoring	

Bid Qualification

This proposal is based upon the information provided to Stryker Integrated Solutions, LLC. Please carefully review this "Bid Qualification" section and verify any additional services and/or equipment related to this proposal and the provision of a complete and operating system.

Documentation Available to Stryker Integrated Solutions, LLC			
Spec Section:	NA	**Section Name:**	NA
Drawing Date:	NA	**Drawing Sheets:**	NA
Addendums:	NA	**Schedule:**	NA
Other / General:	NA		

Clarifications and Alternates

1. NA

Exclusions

NA

Project Price	District Fire & Security Monitoring
STRYKER INTEGRATED SOLUTIONS TOTAL PROJECT PRICE:	**$25,875.00**

Thank you for considering our proposal. If you have any questions or would like additional information, please don't hesitate to contact me immediately. If you would like us to proceed with the scope of work as outlined in this proposal, please sign below and fax email to donnie.dahlgren@strykeris.com.

Sincerely,

Donnie Dahlgren, OK 10087

Donnie Dahlgren, OK 10087
President
Fire & Life Safety

By signing below, I accept this proposal and agree to the Terms and Conditions V1.0 dated November 2016 contained herein.

CUSTOMER NAME

DATE

X

AUTHORIZED SIGNATURE

PRINTED NAME / TITLE

TERMS AND CONDITIONS **V1.0 November 2016**

Throughout this Installation Proposal, the term, "Stryker" refers to "Stryker Integrated Solutions, LLC"

SECTION 1. THE WORK

This Installation Proposal takes precedence over and supersedes any and all prior proposals, correspondence, and oral agreements or representations relating to the work set forth in the attached scope of work ("Work"). This Installation Proposal commences on the Start Date as specified in the attached scope of work, and represents the entire agreement between Stryker and Customer (the "Agreement") and it may only be amended by a written document signed by both Stryker and Customer. In the event any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force.

Stryker agrees in accordance with the mutually agreed project schedule:

To submit shop drawings, product data, samples and similar submittals if required in performing the Work;

To pay for all labor, materials, equipment, tools, supervision, programming, testing, startup and documentation required to perform the Work in accordance with the Agreement;

Secure and pay for permits and governmental fees, licenses and inspections necessary for proper execution and completion of the Work;

Customer agrees in accordance with the mutually agreed project schedule, and at no cost to Stryker:

To promptly approve submittals provided by Stryker;

To provide access to all areas of the facility which are necessary to complete the Work;

To supply suitable electrical service as required by Stryker; and

That in the event of any emergency or systems failure, reasonable safety precautions will be taken by Customer to protect life and property during the period of time from when Striker is first notified of the emergency or failure and until such time that Stryker notifies the Customer that the systems are operational or that the emergency has cleared.

SECTION 2. PRICING

Pricing and amounts proposed shall remain valid for 30 days unless otherwise specified. Price includes only the material listed based on Stryker's interpretation of plans and specifications unless noted otherwise. Additional equipment, unless negotiated prior to order placement, will be billed accordingly. Sales taxes and any other taxes assessed on Customer shall be added to the price upon invoice to Customer.

SECTION 3. INVOICE REMITTANCE AND PAYMENT

Customer agrees to pay Stryker fifteen (15%) percent of the total price as a mobilization fee at the time of executing this Agreement.

If the Work is performed over more than a month, Stryker will invoice Customer each month for the Work performed during the previous month. Customer agrees to pay the amount due to Stryker as invoiced, within thirty (30) days of the date of such invoice. If the Work is completed in less than one month, Customer agrees to pay Stryker in full after the Work has been performed within thirty (30) days of the date of being invoiced. Invoices shall not include or be subject to a project retention percentage. If Customer is overdue in any payment to Stryker, Stryker shall be entitled to suspend the Work until paid, and charge Customer an interest rate 1 and 1/2% percent per month, (or the maximum rate permitted by law), and may avail itself of any other legal or equitable remedy. Customer shall reimburse Stryker costs incurred in collecting any amounts that become overdue, including attorney fees, court costs and any other reasonable expenditure.

SECTION 4. WARRANTY

Stryker provides the following warranty to the Customer:

For the period of one (1) year, commencing at the earlier of substantial completion of the Work, or first beneficial use, ("Warranty Period"):

That Work performed under this Agreement will be of good quality;

That all equipment will be new unless otherwise required or permitted by this Agreement;

That the Work will be free from defects not inherent in the quality required or permitted; and

That the Work will conform to the requirements of this Agreement.

The Customer's sole remedy for any breach of this warranty is that Stryker shall remove, replace and/or repair at its own expense any defective or improper Work, discovered within the Warranty Period, provided Stryker is notified in writing of any defect within the Warranty Period.

Any equipment or products installed by Stryker in the course of performing the Work hereunder shall only carry such warranty as is provided by the manufacturer thereof, which Stryker hereby assigns to Customer without recourse to Stryker. Upon request of Customer, Stryker will use all reasonable efforts to assist Customer in enforcing any such third party warranties. This warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Strker, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. NO FURTHER WARRANTIES OR GUARANTIES, EXPRESS OR IMPLIED, ARE MADE WITH RESPECT TO ANY GOODS OR SERVICES PROVIDED UNDER THIS AGREEMENT, AND ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED.

SECTION 5. CHANGES

Without invalidating this Agreement or any bond given hereunder, Customer or Stryker may request changes in the Work. Any changes to the Work and any adjustment to the Agreement Price or the time for completion of the Work shall be in writing signed by both Customer and Stryker. If Customer orders any additional work or causes any material interference with Stryker's performance of the Work, Stryker shall be entitled to an equitable adjustment in the time for performance and in the Agreement Price, including a reasonable allowance for overhead and profit.

SECTION 6. FORCE MAJEURE

Neither Customer nor Stryker shall be responsible or liable for, shall incur expense for, or be deemed to be in breach of this Agreement because of any delay in the performance of their respective obligations pursuant to this Agreement due solely to circumstances beyond their reasonable control ("Force Majeure") and without the fault or negligence of the party experiencing such delay, provided that the party experiencing the delay shall promptly give written notification to the other party within five (5) days after such party has learned of the Force Majeure. A Force Majeure event shall include, but not be limited to: accident, fire, storm, water, flooding, negligence, vandalism, power failure, installation of incompatible equipment, improper operating procedures, source current fluctuations or lighting. If performance by either party is delayed due to Force Majeure, the time for that performance shall be extended for a period of time reasonably necessary to overcome the effect of the delay. Any Services required by Stryker due to reasons set forth in this Force Majeure Section shall be charged to Customer in addition to any amounts due under this Agreement.

SECTION 7. INSURANCE

Stryker shall have the following insurance coverage during the term of this Agreement, and shall provide certificates of insurance to the Customer prior to beginning work hereunder:

Worker's Compensation	Statutory Limits
Employer's Liability	$2,000,000 per occurrence /aggregate
Commercial General Liability	$2,000,000 per occurrence/aggregate
	$2,000,000 general aggregate

All insurance policies carried by Stryker hereunder shall be primary to and noncontributory with the insurance afforded to Customer, and shall name the Customer as "additional insured", with respect to liability arising out of work performed by Stryker, as applicable, but only to the extent of liabilities falling within the indemnity obligations of Stryker, pursuant to the terms of this Agreement. Stryker shall provide to the Customer no less than thirty (30) days notice prior to the termination or cancellation of any such insurance policy.

SECTION 8. INDEMNIFICATION

Stryker shall indemnify and hold Customer harmless from and against claims, damages, losses and expenses, (including, but not limited to, reasonable attorney's fees), attributable to bodily injury, sickness, disease or death, or to destruction of tangible property, but only to the extent caused by: a) the negligent or willful acts or omissions of Stryker or Stryker's employees while on Customer's site, or b) the malfunction of the equipment supplied by Stryker, or c) Stryker's breach of this Agreement.

IN NO EVENT SHALL EITHER STRYKER OR CUSTOMER BE LIABLE TO THE OTHER PARTY HERETO FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING COMMERCIAL LOSS, LOSS OF USE OR LOST PROFITS, EVEN IF THAT PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL STRYKER BE LIABLE TO CUSTOMER FOR ANY AMOUNTS IN EXCESS OF THE AMOUNTS PAID BY CUSTOMER TO STRYKER.

It is understood and agreed by the parties hereto that Stryker is or may be providing monitoring and or intrusion products which are designed to provide notification of certain events but are not intended to be guarantees or insurers against any acts for which they are supposed to monitor or inform. As required by the monitoring and intrusion industry and the manufacturers thereof, Stryker's indemnification obligation pursuant to Section 8 herein, does not apply to the extent the loss indemnified against is caused by any monitoring or intrusion product or software provided by but not manufactured by Stryker. Stryker shall have **no** liability to Customer for any losses to the extent such losses are caused by the monitoring or intrusion product or software. Customer shall indemnify, defend, and hold harmless Stryker, from and against all claims, lawsuits, damages, losses and expenses by persons not a party to this Agreement, but only to the extent caused by such monitoring or intrusion product or software provided by but not manufactured by Styrker.

SECTION 9. COMPLIANCE WITH LAW, EEO & SAFETY

This Agreement shall be governed and construed in accordance with the laws of the state in which the Work is being performed. Stryker agrees to comply with all laws and regulations relating to or governing the Work. Stryker agrees to comply with all reporting requirements imposed by law or this Agreement. Stryker shall comply with all safety related laws and regulations and with the safety program of the Customer, provided such program is supplied to Stryker prior to beginning work.

In the event that Stryker discovers or suspects the presence of hazardous materials, or unsafe working conditions at Customer's facility where the Work is to be performed, Stryker is entitled to stop the Work at that facility if such hazardous materials, or unsafe working conditions were not provided by or caused by Stryker. Stryker in its sole discretion shall determine when it is "safe" to return to perform the Work at Customer's facility. Stryker shall have no responsibility for the discovery, presence, handling, removing or disposal of or exposure of persons to hazardous materials in any form at the Customer's facility. Customer shall indemnify and hold harmless Stryker from and against claims, damages, losses and expenses, including but not limited to, reasonable attorney's fees, arising out of or resulting from undisclosed hazardous materials, or unsafe working conditions at Customer's facility.

SECTION 10. DISPUTES

In the event of any dispute between Stryker and Customer, Stryker and Customer shall first attempt to resolve the dispute in the field, but if that is not successful, then in a meeting between authorized officers of each company. If settlement attempts are not successful, then the dispute shall be subject to and decided by mediation or arbitration. Such mediation or arbitration shall be conducted in accordance with the Construction Industry Mediation or Arbitration Rules of the American Arbitration Association currently in effect and shall be a final binding resolution of the issues presented between the parties.

SECTION 11. MISCELLANEOUS

Notices shall be in writing and addressed to the other party, in accordance with the names and addresses of the parties as shown above. All notices shall be effective upon receipt by the party to whom the notice was sent.

A waiver of the terms hereunder by one party to the other party shall not be effective unless in writing and signed by a person with authority to commit the Customer or Stryker and delivered to the non-waiving party according to the notice provision herein. No waiver by Customer or Stryker shall operate as a continuous waiver, unless the written waiver specifically states that it is a continuous waiver of the terms stated in that waiver.

The Sections regarding invoicing, warranty and indemnity shall survive the termination of this Agreement.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, COO AG

Date: 4/29/2024

Contract Vendor: Stryker Integrated Solutions **Time Frame:** 7/1/2024-6/30/2025

Amount: $ 27,945.00 **Fund:** 21-Building Fund **Project:** 032-Bldgs & Grounc

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Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Annual Life Safety Inspections district wide

AG/jw

Stryker Integrated Solutions, LLC
417 NE 139th Street
Oklahoma City, OK 73103
Ph: (918) 306-1731
OK Lic 440580

ANNUAL FIRE INSPECTION PROPOSAL

Date: **April 17, 2024**

To: Mustang Public Schools **Quotation #:** 1

Attn: Alan Green

From: Donnie Dahlgren, OK 10087
Operations Manager
donnie.dahlgren@strykeris.com
Mobile: 918-306-1731

Project: Annual Life Safety Inspections

We are pleased to provide this proposal for your consideration. All equipment is warranted for ONE (1) year unless otherwise specified, against all defects in material and workmanship. This quotation is firm for Thirty (30) days and price is based upon delivery of equipment within THREE (3) months. Stryker Integrated Solutions, LLC terms are net-30 based on monthly progress billings unless specified otherwise.

Scope of Work

Fire Alarm Detection and Notification System

Stryker Integrated Solutions has prepared this proposal to perform the annual fire alarm, fire sprinkler, and fire extinguisher inspections for the entire MPS district. Also included in this proposal is the annual hood inspections for the Home Ec classrooms. These inspections will be completed the first two weeks of July. Upon completion of the annual inspections a meeting will be scheduled with Alan Green to discuss any impairments that may need addressed and create a plan to correct any issues.

YES	NO	Performance Item	YES	NO	Performance Item
☐	☑	Material (listed in the BOM)	☐	☑	Low-Voltage Fire Alarm Wire
☐	☑	Freight (prepaid)	☐	☑	Installation of Low Voltage FA Wire
☐	☑	Tax Material (New Construction)	☐	☑	Installation of Conduit, Boxes and Fittings
☐	☑	FA Permit and Plan Review Fees	☐	☑	120V Dedicated Power and Wiring
☐	☑	Product Submittals	☐	☑	Mounting / Termination of Proposed Devices
☐	☑	System Engineering	☐	☑	Duct Smoke Detectors
☐	☑	Drawings	☐	☑	Mounting of Duct Detectors to Duct Work
☐	☑	System Programming	☐	☑	Remote Test Stations for Duct Detectors
☐	☑	Testing of all Proposed Devices	☐	☑	Installation of Control Equipment Enclosures
☐	☑	One Year Warranty on Parts	☐	☑	Specialty Backboxes
☐	☑	One Year Warranty on Labor	☐	☑	Lift for High Ceilings
☐	☑	Owner Training	☐	☑	Fire Watch
☐	☑	Record (as-built) Documentation	☐	☑	Duct Detectors for FSDs (per M Sheets)
☐	☑	O&M Manuals	☐	☑	Patch and Paint
☐	☑	System Meets Plans / Drawings	☐	☑	Firestopping (excluding existing penetrations)
☐	☑	System is Design-Build	☐	☑	Correction of Wiring Faults Caused by Others
☐	☑	System is Code Minimum Only	☐	☑	Smoke Control

Bill of Material

The following bill of materials is intended to describe the scope of work / equipment provided by Stryker Integrated Solutions, LLC for this project by identifying major device and panel quantities. This bill of material is not intended to be a comprehensive list of all fire alarm system parts, components or accessories.

Line Item	Quantity	Part Number	Description	Manufacturer
1	1	District Annual	Fire Alarm Inspections	
2	1	District Annual	Fire Sprinkler Inspections	
3	1	District Annual	Fire Extinguisher Inspections	
4	1	Home Ec	Annual Hood Inspections	

Bid Qualification

This proposal is based upon the information provided to Stryker Integrated Solutions, LLC. Please carefully review this "Bid Qualification" section and verify any additional services and/or equipment related to this proposal and the provision of a complete and operating system.

Documentation Available to Stryker Integrated Solutions, LLC			
Spec Section:	NA	**Section Name:**	NA
Drawing Date:	NA	**Drawing Sheets:**	NA
Addendums:	NA	**Schedule:**	NA
Other / General:	NA		

Clarifications and Alternates

NA

Exclusions

NA

Project Price	MPS Annual Inspections
STRYKER INTEGRATED SOLUTIONS TOTAL PROJECT PRICE:	**$27,945.00**

Thank you for considering our proposal. If you have any questions or would like additional information, please don't hesitate to contact me immediately. If you would like us to proceed with the scope of work as outlined in this proposal, please sign below and fax email to donnie.dahlgren@strykeris.com.

Sincerely,

Donnie Dahlgren, OK 10087

Donnie Dahlgren, OK 10087
President
Fire & Life Safety

By signing below, I accept this proposal and agree to the Terms and Conditions V1.0 dated November 2016 contained herein.

CUSTOMER NAME

DATE

X

AUTHORIZED SIGNATURE

PRINTED NAME / TITLE

TERMS AND CONDITIONS **V1.0 November 2016**

Throughout this Installation Proposal, the term, "Stryker" refers to "Stryker Integrated Solutions, LLC"

SECTION 1. THE WORK

This Installation Proposal takes precedence over and supersedes any and all prior proposals, correspondence, and oral agreements or representations relating to the work set forth in the attached scope of work ("Work"). This Installation Proposal commences on the Start Date as specified in the attached scope of work, and represents the entire agreement between Stryker and Customer (the "Agreement") and it may only be amended by a written document signed by both Stryker and Customer. In the event any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force.

Stryker agrees in accordance with the mutually agreed project schedule:

- To submit shop drawings, product data, samples and similar submittals if required in performing the Work;
- To pay for all labor, materials, equipment, tools, supervision, programming, testing, startup and documentation required to perform the Work in accordance with the Agreement;
- Secure and pay for permits and governmental fees, licenses and inspections necessary for proper execution and completion of the Work;

Customer agrees in accordance with the mutually agreed project schedule, and at no cost to Stryker:

- To promptly approve submittals provided by Stryker;
- To provide access to all areas of the facility which are necessary to complete the Work;
- To supply suitable electrical service as required by Stryker; and

That in the event of any emergency or systems failure, reasonable safety precautions will be taken by Customer to protect life and property during the period of time from when Striker is first notified of the emergency or failure and until such time that Stryker notifies the Customer that the systems are operational or that the emergency has cleared.

SECTION 2. PRICING

Pricing and amounts proposed shall remain valid for 30 days unless otherwise specified. Price includes only the material listed based on Stryker's interpretation of plans and specifications unless noted otherwise. Additional equipment, unless negotiated prior to order placement, will be billed accordingly. Sales taxes and any other taxes assessed on Customer shall be added to the price upon invoice to Customer.

SECTION 3. INVOICE REMITTANCE AND PAYMENT

Customer agrees to pay Stryker fifteen (15%) percent of the total price as a mobilization fee at the time of executing this Agreement.

If the Work is performed over more than a month, Stryker will invoice Customer each month for the Work performed during the previous month. Customer agrees to pay the amount due to Stryker as invoiced, within thirty (30) days of the date of such invoice. If the Work is completed in less than one month, Customer agrees to pay Stryker in full after the Work has been performed within thirty (30) days of the date of being invoiced. Invoices shall not include or be subject to a project retention percentage. If Customer is overdue in any payment to Stryker, Stryker shall be entitled to suspend the Work until paid, and charge Customer an interest rate 1 and 1/2% percent per month, (or the maximum rate permitted by law), and may avail itself of any other legal or equitable remedy. Customer shall reimburse Stryker costs incurred in collecting any amounts that become overdue, including attorney fees, court costs and any other reasonable expenditure.

SECTION 4. WARRANTY

Stryker provides the following warranty to the Customer:

For the period of one (1) year, commencing at the earlier of substantial completion of the Work, or first beneficial use, ("Warranty Period"):

- That Work performed under this Agreement will be of good quality;
- That all equipment will be new unless otherwise required or permitted by this Agreement;
- That the Work will be free from defects not inherent in the quality required or permitted; and
- That the Work will conform to the requirements of this Agreement.

The Customer's sole remedy for any breach of this warranty is that Stryker shall remove, replace and/or repair at its own expense any defective or improper Work, discovered within the Warranty Period, provided Stryker is notified in writing of any defect within the Warranty Period.

Any equipment or products installed by Stryker in the course of performing the Work hereunder shall only carry such warranty as is provided by the manufacturer thereof, which Stryker hereby assigns to Customer without recourse to Stryker. Upon request of Customer, Stryker will use all reasonable efforts to assist Customer in enforcing any such third party warranties. This warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Strker, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. NO FURTHER WARRANTIES OR GUARANTIES, EXPRESS OR IMPLIED, ARE MADE WITH RESPECT TO ANY GOODS OR SERVICES PROVIDED UNDER THIS AGREEMENT, AND ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED.

SECTION 5. CHANGES

Without invalidating this Agreement or any bond given hereunder, Customer or Stryker may request changes in the Work. Any changes to the Work and any adjustment to the Agreement Price or the time for completion of the Work shall be in writing signed by both Customer and Stryker. If Customer orders any additional work or causes any material interference with Stryker's performance of the Work, Stryker shall be entitled to an equitable adjustment in the time for performance and in the Agreement Price, including a reasonable allowance for overhead and profit.

SECTION 6. FORCE MAJEURE

Neither Customer nor Stryker shall be responsible or liable for, shall incur expense for, or be deemed to be in breach of this Agreement because of any delay in the performance of their respective obligations pursuant to this Agreement due solely to circumstances beyond their reasonable control ("Force Majeure") and without the fault or negligence of the party experiencing such delay, provided that the party experiencing the delay shall promptly give written notification to the other party within five (5) days after such party has learned of the Force Majeure. A Force Majeure event shall include, but not be limited to: accident, fire, storm, water, flooding, negligence, vandalism, power failure, installation of incompatible equipment, improper operating procedures, source current fluctuations or lighting. If performance by either party is delayed due to Force Majeure, the time for that performance shall be extended for a period of time reasonably necessary to overcome the effect of the delay. Any Services required by Stryker due to reasons set forth in this Force Majeure Section shall be charged to Customer in addition to any amounts due under this Agreement.

SECTION 7. INSURANCE

Stryker shall have the following insurance coverage during the term of this Agreement, and shall provide certificates of insurance to the Customer prior to beginning work hereunder:

Worker's Compensation	Statutory Limits
Employer's Liability	$2,000,000 per occurrence /aggregate
Commercial General Liability	$2,000,000 per occurrence/aggregate
	$2,000,000 general aggregate

All insurance policies carried by Stryker hereunder shall be primary to and noncontributory with the insurance afforded to Customer, and shall name the Customer as "additional insured", with respect to liability arising out of work performed by Stryker, as applicable, but only to the extent of liabilities falling within the indemnity obligations of Stryker, pursuant to the terms of this Agreement. Stryker shall provide to the Customer no less than thirty (30) days notice prior to the termination or cancellation of any such insurance policy.

SECTION 8. INDEMNIFICATION

Stryker shall indemnify and hold Customer harmless from and against claims, damages, losses and expenses, (including, but not limited to, reasonable attorney's fees), attributable to bodily injury, sickness, disease or death, or to destruction of tangible property, but only to the extent caused by: a) the negligent or willful acts or omissions of Stryker or Stryker's employees while on Customer's site, or b) the malfunction of the equipment supplied by Stryker, or c) Stryker's breach of this Agreement.

IN NO EVENT SHALL EITHER STRYKER OR CUSTOMER BE LIABLE TO THE OTHER PARTY HERETO FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING COMMERCIAL LOSS, LOSS OF USE OR LOST PROFITS, EVEN IF THAT PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL STRYKER BE LIABLE TO CUSTOMER FOR ANY AMOUNTS IN EXCESS OF THE AMOUNTS PAID BY CUSTOMER TO STRYKER.

It is understood and agreed by the parties hereto that Stryker is or may be providing monitoring and or intrusion products which are designed to provide notification of certain events but are not intended to be guarantees or insurers against any acts for which they are supposed to monitor or inform. As required by the monitoring and intrusion industry and the manufacturers thereof, Stryker's indemnification obligation pursuant to Section 8 herein, does not apply to the extent the loss indemnified against is caused by any monitoring or intrusion product or software provided by but not manufactured by Stryker. Stryker shall have **no** liability to Customer for any losses to the extent such losses are caused by the monitoring or intrusion product or software. Customer shall indemnify, defend, and hold harmless Stryker, from and against all claims, lawsuits, damages, losses and expenses by persons not a party to this Agreement, but only to the extent caused by such monitoring or intrusion product or software provided by but not manufactured by Styrker.

SECTION 9. COMPLIANCE WITH LAW, EEO & SAFETY

This Agreement shall be governed and construed in accordance with the laws of the state in which the Work is being performed. Stryker agrees to comply with all laws and regulations relating to or governing the Work. Stryker agrees to comply with all reporting requirements imposed by law or this Agreement. Stryker shall comply with all safety related laws and regulations and with the safety program of the Customer, provided such program is supplied to Stryker prior to beginning work.

In the event that Stryker discovers or suspects the presence of hazardous materials, or unsafe working conditions at Customer's facility where the Work is to be performed, Stryker is entitled to stop the Work at that facility if such hazardous materials, or unsafe working conditions were not provided by or caused by Stryker. Stryker in its sole discretion shall determine when it is "safe" to return to perform the Work at Customer's facility. Stryker shall have no responsibility for the discovery, presence, handling, removing or disposal of or exposure of persons to hazardous materials in any form at the Customer's facility. Customer shall indemnify and hold harmless Stryker from and against claims, damages, losses and expenses, including but not limited to, reasonable attorney's fees, arising out of or resulting from undisclosed hazardous materials, or unsafe working conditions at Customer's facility.

SECTION 10. DISPUTES

In the event of any dispute between Stryker and Customer, Stryker and Customer shall first attempt to resolve the dispute in the field, but if that is not successful, then in a meeting between authorized officers of each company. If settlement attempts are not successful, then the dispute shall be subject to and decided by mediation or arbitration. Such mediation or arbitration shall be conducted in accordance with the Construction Industry Mediation or Arbitration Rules of the American Arbitration Association currently in effect and shall be a final binding resolution of the issues presented between the parties.

SECTION 11. MISCELLANEOUS

Notices shall be in writing and addressed to the other party, in accordance with the names and addresses of the parties as shown above. All notices shall be effective upon receipt by the party to whom the notice was sent.

A waiver of the terms hereunder by one party to the other party shall not be effective unless in writing and signed by a person with authority to commit the Customer or Stryker and delivered to the non-waiving party according to the notice provision herein. No waiver by Customer or Stryker shall operate as a continuous waiver, unless the written waiver specifically states that it is a continuous waiver of the terms stated in that waiver.

The Sections regarding invoicing, warranty and indemnity shall survive the termination of this Agreement.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, COO

Date: 4/29/2024

Contract Vendor: ES2 **Time Frame:** 7/1/2024-6/30/2025

Amount: $ 8,000.00 **Fund:** 21-Building Fund **Project:** 036-License Trade

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Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Technical Software and Support agreement for building controls district wide.

AG/jw

Engineered Systems & Energy Solutions, Inc.
ES2built.com Phone: (405) 528-4500

Authorized Dealer of
AUTOMATEDLOGIC

Technical Software & Support Agreement

Between Engineered Systems & Energy Solutions, Inc

And

Mustang Public Schools

Duration of contract: 1 year beginning July 1st, 2024, ending June 30th, 2025



WebCTRL® Systems Covered In this Agreement

909 S Mustang Rd, Mustang, OK 73064

ES2 WebCTRL #W201801640

Scope of Work

Automated Logic Software and Hardware Assurance

This agreement provides for major software version upgrades, service packs, patches, hardware drivers and any other updates required to keep your Automated Logic System Software and Hardware secure and current. This service includes the cost of software and provides ES2 personnel to update your system as required.

We will back up your Automated Logic System files and databases to your local web server as well as transfer a copy off site for storage at our facility. We will also provide a cloud-based backup solution to store site backups for recovery purposes.

FREQUENCY: Quarterly

Technical Phone Support

This agreement provides for technical phone support Monday through Friday between the hours of 8:00 AM and 4:00 PM. You will be connected with one of our full-time technical systems experts who will help you with troubleshooting problems, assist you with any existing configurations and answer any questions you have about your building automation system. When your issues cannot be resolved remotely, our technical systems experts will arrange for the appropriate service technician to be dispatched to your site for final resolution.

Technical phone support is available 24 hours a day, 7 days a week. Calls received after 4:00 PM and prior to 8:00 AM will be directed to our on-call technical systems experts. Additional charges based on the rate schedule within this agreement will apply.

Emergency Services

This agreement provides for priority dispatching of emergency services to your facility 24 hours a day, 7 days a week. As a Technical Service Agreement customer, your calls for emergency service will be given our highest priority. Additional charges based on the rate schedule within this agreement will apply

Preferred Pricing

As a Technical Software and Support Agreement customer, you will receive preferred pricing for both labor and material per the rate schedule within this agreement.

Continuous Training Program (Lunch-and-Learn)

This agreement provides you with once a quarter access to our Lunch-and-Learn classes in our local Automated Logic accredited training center in Oklahoma City, OK. For our guests in the Tulsa and Arkansas branches these classes will be made available via webinar. This access provides you with the ability to learn as much as you can about your building automation system. You will network with other ALC operators, ES2 technical and Engineering staff, and allow time for Q&A of your operational needs.

A variety of sessions on applicable topics will be offered throughout the year in our training facility specifically for our Technical Software and Support Agreement customers. Your agreement allows you or your staff access to quarterly registration of these courses to attend during your agreement term.

Our Training Calendar shall be published quarterly and communicated via subscribed email. Class space is limited, registration will be required. (Travel accommodations are not included)

Factory Accredited Training Tracks: To ensure we provide world class training that you can apply to your facility, ES2 offers Automated Logic Factory Accredited Training Tracks. We currently limit our classes to a maximum of Six students per session. All our training is offered on a first come first serve basis. Factory Accredited training or training outside of our local training facility can be arranged for an additional cost. Ask your account representative for Automated Logic Factory Accredited Training Track information.

Hardware/Additional Labor hour inclusions

TERMS & CONDITIONS

ACCESS

The customer will give ES2 full remote access to equipment that is either Covered Equipment or associated with it when ES2 requests such access. If remote access cannot be provided, ES2 obligations under this Agreement will be suspended until such access to the equipment is provided. Matters affecting ES2 access to the equipment may include, but are not limited to the removal, replacement, repair or other remedial actions taken by the Customer with respect to the equipment or to the Customer's facility. Suspensions of ES2's duties for this reason will not cancel or suspend any of the Customer's obligations under this Agreement. Should the Customer elect to request a site visit to perform the Software and Hardware Assurance scope of work, and/or to restore access to Covered Equipment, it is the Customer's responsibility to request and schedule such a visit and Technical Service and Travel rates per the rate schedule will apply in addition to contract installments.

TRAVEL

Travel rates will apply per the rate schedule when site visits to locations greater than 50 miles from the servicing ES2 branch are required.

EXCLUSIONS

ES2's services under this Agreement do not include (unless otherwise noted in Agreement):

(a) Calls resulting from lack of operator-level preventative maintenance, site related problems, or operator error.

(b) Service calls due to failures resulting from acts of God, abuse, or misuse of equipment or alterations, modifications, or repairs to equipment not performed or provided by ES2.

(c) Work caused by any operation of adjustments to, or repairs to Covered Equipment by others not authorized in advance by ES2.

(d) Work caused by the negligence of others, including but not limited to equipment operators.

(e) Service calls due to failures caused by improper environmental conditions affecting equipment or electrical power fluctuations, if due to conditions beyond ES2's control, and service calls required because ES2 had previously been denied access to the equipment.

INDEMNITY

ES2 and the Customer agree to indemnify and to hold each other, including their officers, agents, directors, and employees, harmless from all claims, demands, or suits of any kind, including all legal costs and reasonable attorney's fees, resulting from the intentional misconduct of their employees or any negligent act or omission by their employees or agents. ES2 and the Customer agree that ES2 shall be responsible only for such injury loss, or damage caused by the intentional misconduct or the negligent act of omission of ES2.

TERMINATION

The Customer or ES2 may terminate this Agreement, at any time and without cause, by giving thirty (30) days prior written notice to the other party. However, hardware, software upgrades, software options and the associated labor to install and commission them are prorated over the entire length of the agreement. Therefore, upon early termination, the customer agrees to pay the remaining unpaid balance for any hardware, software, and associated labor costs already received which is associated with this agreement.

PAYMENT TERMS

Payment due upon receipt of invoice from ES2, Net 30 days. Penalty of 1.5 % per month imposed on unpaid balance.

Rate Schedule & Signature

Standard Service Rates **(Prices valid for the following 1 years, subject to change with 30 days written notice)**

SERVICE CATEGORY	2022 Non Service Contract	With Service Contract
Technical Phone Support (Per ½ Hour)	$75.00 ½ HR.	$00.00
Continuous Training Program	$120.00 HR.	$00.00
BAS Engineering Service	$140.00 HR.	$112.00 HR.
BAS Technical Service	$140.00 HR.	$112.00 HR.
Test Adjust and Balance Service	$115.00 HR.	$92.00 HR.
Commissioning	$140.00 HR.	$112.00 HR.
Professional Engineering *Design-Build/Remedial Design*	$165.00 HR.	$132.00 HR.
After Hours (Mon-Fri 5 pm-10 pm, Sat-Sun 8 am-5 pm)	$210.00 HR.	$182.00 HR.
Emergency (Mon-Sun 10 pm-8 am, Federal Holidays)	$280.00 HR.	$250.00 HR.
Travel Over 50 miles from servicing branch	$55.00 Per HR.	$55.00 Per HR.
Automated Logic Parts	25% off List Price	60% off List Price

Agreement By and Between:

Engineered Systems & Energy Solutions
13401 North Santa Fe Ave.
Oklahoma City, OK 73114

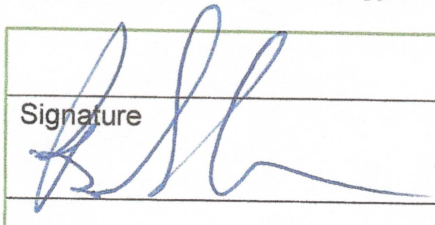
Mustang Public Schools
909 S Mustang Road
Mustang, OK 73064

Engineered Systems & Energy Solutions shall provide the services as outlined in this agreement. This agreement shall remain in effect for a term of 1 year beginning: **July 1st, 2024, to June 30th, 2025**

Total 1 Year Contract Cost	**$8,000.00**
Quarterly Billing Cost	**$2,000.00**

Payment Terms: Payment Net 30 Days. Penalty of 1.5% per month imposed on unpaid balance.

Prices quoted in this Service Agreement are firm for 90 days from April 29, 2024.

Proposal Submitted By:	**Proposal Accepted By:**
Engineered Systems & Energy Solutions, Inc.	Mustang Public Schools
Signature  Date 4/29/24	**Signature** **Date**
Title Account Executive	**Title**

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, Chief Operations Officer AG

Date: May 9, 2024

Contract Vendor: Central Power Systems **Time Frame:** July 1, 2024-June 30, 2025

Amount: $ 10,110.00 **Fund:** 21-Bldg Fund **Project:** 032-Bldgs & Grounds

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Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Preventive Maintenance for generators.

AG/jw

CENTRAL
POWER SYSTEMS & SERVICES

Preventative Maintenance Agreement

We would like to thank you for your interest in our generator preventative maintenance program. Standby generator sets represent a significant investment, and a solid maintenance program will help ensure they are ready to perform when you need them most. We look forward to serving you!

Central Power Systems & Services (CPS&S) agrees to provide to **(Mustang Public Schools)** and customer agrees to accept and pay for the parts and services necessary for the periodic inspection and repair of the equipment described in paragraph 8 in the accordance with the following terms and conditions.

1. TERM: This agreement shall be for a term of **one (1) years**, beginning July 1, 2024 through June 30, 2025

2. PAYMENT: Each installment will be due and payable upon receipt of the invoice by the customer, with said invoices being sent by CPS&S upon completion of each periodic inspection.

3. INSPECTION AND REPAIRS: CPS&S, during normal business hours, shall inspect the equipment, as per the plan selected, for the duration of this agreement. The following services will be provided under this agreement. Should the option for semi-annual, quarterly, or monthly inspections be chosen below, the same services will be provided, except for oil, oil filter, and fuel filter which will be done only annually.

ENGINE

Lubrication System
- Perform complete oil change annually
- Inspect for evidence of dilution or contamination
- Inspect for leaks
- Change filters (annually)
- Check all engine controls for proper adjustments
- Draw oil sample for analysis (annually)

Fuel System
- Check fuel supply for quantity, contamination, quality
- Inspect fuel supply manifolds for leaks, condition, and security
- Change engine fuel filters (annually)
- Check operation of transfer pumps and day tanks
- Inspect engine fuel lines, pump, and filters for leaks, condition, and security
- Inspect and lubricate governor actuator to rack and ball joints
- Drain condensation (if possible)

Air System
- Inspect louvers and duct work for condition and proper operation
- Inspect air filters for condition and security: tighten clamps and brackets as needed. Air filter will be replaced only if necessary and price of part will be added to agreement price
- Inspect turbo outlet hoses and pipes for condition and security: tighten clamps and brackets as needed
- Inspect and lubricate blower by-pass actuators
- Inspect and lubricate air box damper operating mechanism
- Service crankcase breathers and air box drains as required

Cooling System
- Check coolant level
- Check and record freeze protection
- Chemical test corrosion protection (annually)
- Inspect fan shrouds, guards, and brackets for condition and security
- Inspect radiator core for cleanliness, condition, and security
- Inspect fan drive belt for condition, security, and proper tension
- Inspect idler and fan drive bearings. Check condition and security of mounts, brackets, and adjusters, tightening as need
- Inspect coolant hoses and pipes for condition and security, tightening clamps and brackets as needed

Exhaust System
- Inspect exhaust pipe and flexes where accessible, tightening clamps and flange bolts as required
- Inspect muffler supports and operate drains
- Inspect turbocharger clamps and brackets, tightening as required

Engine Electrical System
- Inspect starter cables, wire, and connectors for condition and security
- Check and record starting battery float voltage and electrolyte level
- Check charger for proper operation and output
- Load test starting batteries for 15 seconds and record voltage
- Inspect electrical control and sensor wire termination, tightening as required
- Check operation of jacket water heater, control thermostats, and oil pressure disconnect switch
- Inspect all engine protective devices including oil pressure, coolant temperature shutdowns, and all other applicable devices
- Inspect ignition system for signs of deterioration

GENERATOR

Mechanical
- Inspect mounting bolts
- Inspect drive flex fastening bolts
- Inspect fan guard for condition and security
- Inspect air inlet screen for cleanliness, condition, and security
- Inspect mechanical connections for tightness, condition, and security

Electrical
- Check and record no load, and full load voltages (voltages under load can only be checked with building load or optional load bank service below)
- Inspect cable wire termination at generator for condition and security
- Inspect end bell enclosure for cleanliness and device interference with rotating assembly
- Inspect and test generator protective devices (circuit breaker, safeguard breaker)

CONTROLS AND TRANSFER SWITCH
- Check operation of auto start and remote controls
- Check operation of generator set associated indicators, lights, and alarms
- Check and adjust system frequency and voltage
- Inspect relays and contacts for excess wear and cleanliness
- Check soundness of linkages and load cables
- Inspect condition of control panel wiring
- Review switch for overall cleanliness and condition

4. ADDITIONAL REPAIRS / PARTS: Any additional required repairs or parts not covered under this preventative maintenance agreement will be charged at the current rates. Such additional work will not be performed unless specifically authorized by the customer.

5. LIMITATION OF LIABILITY: It is agreed, by the customer, that the agreement covers only those items as outlined above and it does not include any expense to repair damage caused by abuse, accidents, theft, acts of a third party, forces of nature, alteration of the equipment, or improper operation. Periodic service and maintenance should result in maximum availability of the equipment. However, CPS&S makes no warranties or guarantees as to the availability of the equipment or loss of the use of the equipment covered under this contract. CPS&S shall not be liable for any consequential, incidental, or exemplary damages, including but not limited to, loss of profits, downtime, or other damages.

6. INSPECTION REPORTS: After each inspection, the customer will be furnished a written report detailing any conditions found and advising of further services required, if any, to assure operating dependability of the equipment.

7. TERMINATION: This agreement may be cancelled at anytime during the agreement period with no termination fees by notifying CPS&S in writing. Customer will then still be responsible for all parts and labor completed or in process prior to the cancellation.

8. ENGINE GENERATOR SET AND AUTOMATIC TRANSFER SWITCH INFORMATION: The following equipment is covered under this agreement:

UNIT #	EQUIP	MAKE	M/N	S/N	KW	Inspection Price	Annual Service Price
High School #1	Genset	Kohler	60REZG	2312464	60	$195.00	$300.00
High School #2	Genset	Kohler	60REZG	2312463	60	$195.00	$300.00
Prairie View	Genset	Cummins	GGHE-1446367	A140623616	60	$195.00	$300.00
Canyon Ridge	Genset	Cummins	GGHH-1219520	A130437349	100	$195.00	$400.00
Riverwood	Genset	Kohler	C40 N6	D180348699	40	$195.00	$290.00
Meadow Brook	Genset	Cummins	40REZG	SGM32LPNP	40	$195.00	$290.00
Central Middle	Genset	Cummins	C40 N6	A190478714	40	$195.00	$290.00
Trans. Whse	Genset	Kohler	60REZGB	SGM32MM8S	60	$195.00	$300.00
Performing Arts	Genset	Generac	SG80	3005574884	80	$195.00	$350.00
Learning Center	Genset	Generac	G0071730	3007936064	20	$195.00	$290.00

Annual total for all services, samples & load banks is $10,110.00

Oil Sample – $35.00 & Coolant Sample - $85.00

2 hr load bank upon request = $385.00

Quote is with OEM approved oil and filters

9. PREVENTATIVE MAINTENANCE SCHEDULE: Services are to be performed during the following months. Please check box(s).

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

10. ADDITIONAL TERMS AND CONDITIONS: This proposal is subject to acceptance within 60 days. No changes or additions to this agreement shall be recognized unless made in writing and signed by both parties.

CPS&S and the customer have agreed to execute the PREVENTIVE MAINTENANCE AGREEMENT on this ____ day of _____, 2024 .

Company Name: _____

Customer Print Name: _____

Customer Signature: _____ **Date:** _____

Title: _____

Telephone: _____
Fax: _____
E-mail: _____

Central Power Systems & Services
10630 NW 4th
Yukon, Oklahoma 73099
Cell: 432-553-4146
Office: 405-324-2330
E-mail: chris.stucks@cpower.com
Web site: www.cpower.com

CPS&S Agent Print Name: **Chris Stucks**

CPS&S Agent Signature: *Chris Stucks* **Date: 4/23/2024**

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, Chief Operations Officer AG

Date: May 9, 2024

Contract Vendor: Burgess Company **Time Frame:** July 1, 2024-June 30, 2025

Amount: $ 960.00 **Fund:** 21- Bldg Fund **Project:** 032/ Bldg & Grounds

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Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Annual inspection and maintenance of the existing operable partition curtain located at the MERC.

AG/jw

BURGESS BC COMPANY

11711 South Portland Avenue, Oklahoma City, OK 73170
ph: 405.898-0955 www.burgess-co.com

Operable Partition Annual Maintenance Proposal

this quote is valid for 30 days

Project: Mustang PS Education Resource Center
Project Location: Mustang, OK
Date: 4/11/24

Quote prepared by: Ryan Mitchell
Burgess Quote #: 240411
Contact Email: ryan@burgess-co.com

To: Alan Green – Mustang Public Schools

Alan,

Thank you for allowing us the opportunity to provide a proposal for the annual maintenance and inspection of your existing operable partition. Please review all inclusions, exclusions and clarifications listed within this proposal.

Burgess Company proposes the following work to improve the performance of the existing operable partition at the MERC:

Dates: July 1, 2024 - June 30, 2025

Clean and lubricate track, adjust acoustical seals, adjust panels to plumb, tighten loose carriers, inspection for damaged parts and general maintenance items to improve smooth operation of partition.
Any additional items that are discovered during this maintenance and inspection process will be quoted separately.

Labor: $960.00

Parts: TBD during inspection and maintenance process. This proposal does not include replacement of any Broken parts. If damaged parts are found a separate proposal will be provided for the cost of the damaged parts and the labor to install the replacement parts.

see page two for exclusions of this proposal

Burgess proposal exclusions:

- *Sales tax*
- *Re-organization of panel placement or sequence*
- *Replacement of broken or damaged parts not listed*
- *Removal or re-installation of pocket doors*
- *Overtime or work performed after normal business hours*
- *Any repairs discovered during inspection and maintenance process*
- *Lift equipment rental*
- *Any/all work to operable partition finish facing*
- *Any/all structural support*
- *Sway bracing*
- *Backing/blocking*
- *Finished walls/floors/ceilings*
- *Any/all demolition*
- *Insulation*
- *Bonding*
- *Any materials or services not specifically listed*
- *Building permits*
- *Any modifications or alterations not specifically listed above*

Any changes to the above listed materials or services may require the pricing to be adjusted accordingly.

To accept this proposal please sign below and return by email to ryan@burgess-co.com or by fax to (405) 691-0114.

Date: _____

Accepted by: _____

Respectfully submitted by:

Ryan Mitchell
Sales Manager
Burgess Company, LLC.
11711 S. Portland Ave
Oklahoma City, OK 73170
(405) 898-0955
ryan@burgess-co.com

Estimate

BURGESS COMPANY
Service Department

11711 S Portland Ave
Oklahoma City OK 73170
(405) 760-4236, (405) 898-0955
Ryan@burgess-co.com

ESTIMATE #	1171
DATE	
PO #	

CUSTOMER

Mustang Public Schools - MERC Annual Operable Partition Maintenance
Alan Green
909 S. Mustang Road
Mustang, OK, 73064
(405) 973-4134

greena@mustangps.org

SERVICE LOCATION

Mustang Public Schools - MERC Annual Operable Partition Maintenance
MERC
909 S. Mustang Road
Mustang, OK, 73064
(405) 973-4134

greena@mustangps.org

DESCRIPTION	Annual Operable Partition Maintenance: Modernfold 932 - 56'5" (L) x 9'11" (H) - Crank Seals

Estimate

	Description	Qty	Rate	Tax	Total
	**Annual Operable Partition Maintenance** Dates: July 1, 2024 - June 30, 2025 Cleaning and lubrication of track systems, adjustment of acoustical seals, adjust panels to plumb, tighten loose carriers, inspection of all top and bottom seals for proper activation, inspection of all expandable closure mechanisms, inspection for damaged or missing parts and general maintenance items to improve smooth operation of partition. Any additional items that are discovered during this maintenance and inspection process will be quoted separately. Parts: TBD during inspection and maintenance process. This proposal does not include replacement of any broken parts. If damaged parts are found a separate proposal will be provided for the cost of the damaged parts and the labor to install the replacement parts.	6.00	$160.00	$0.00	$960.00

Burgess proposal exclusions:
- Sales tax
- Re-organization of panel placement or sequence
- Replacement of broken or damaged parts not listed
- Removal or re-installation of pocket doors
- Overtime or work performed after normal business hours
- Any repairs discovered during inspection and maintenance process
- Lift equipment rental
- Any/all work to operable partition finish facing
- Any/all structural support
- Sway bracing
- Backing/blocking
- Finished walls/floors/ceilings
- Any/all demolition
- Insulation
- Bonding
- Any materials or services not specifically listed
- Building permits
- Any modifications or alterations not specifically listed above

Estimate Total: **$960.00**

CUSTOMER MESSAGE

All services provided are invoiced at the time of completion and are due upon receipt. If payment is not received within 30 days, any overdue and unpaid balances will be charged interest at a rate of 2.5%, charged montly until the balance is paid.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, Chief Operations Officer AG

Date: May 9, 2024

Contract Vendor: Burgess Company **Time Frame:** July 1, 2024-June 30, 2025

Amount: $ 3,900.00 **Fund:** 21-Bldg Fund **Project:** 032/Bldgs & Grounds

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Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Annual Inspection and maintenance of 12 tornado resistant coiling doors.

AG/jw

BURGESS COMPANY

11711 South Portland Avenue, Oklahoma City, OK 73170
ph: 405.898-0955 www.burgess-co.com

Proposal

this quote is valid for 30 days

Project: Mustang Public Schools
Project Location: Mustang, OK
Date: 4/11/24

Quote prepared by: Ryan Mitchell
Burgess Quote #: 240411
Contact Email: ryan@burgess-co.com

To: Alan Green – Mustang Public Schools

Thank you for allowing us the opportunity to provide a proposal for the annual inspection and maintenance of your tornado resistant coiling doors. Please review all inclusions, exclusions and clarifications listed within this proposal.

Burgess Co. proposes the following to improve the performance on your existing overhead coiling doors:

Dates: July 1, 2024 - June 30, 2025

Labor Total: $3,900.00

Preventative Maintenance (12) Doors - $75.00 EA

- Lubrication of all moving parts
- Adjustment of chains
- Testing of electrical components
- Tension adjustment (if needed)

Annual Testing Inspection (12) Doors - $250.00 EA

- Drop test through power loss
- Minor repairs that do not require replacement parts
- Tension adjustment (if needed)

Qty, Dimensions & Locations:

Mustang Intermediate #3 - Meadowbrook

- One (1) Safespace 500 14'-9"x7'-4"
- One (1) Safespace 500 6'-5"x7'-4"
- 2ea – Cornell

Performing Arts Center:

3ea Cornell Overhead Coiling Fire Doors

Mustang Elementary #8 – Riverwood

- One (1) Safespace 500 14'-9"x7'-3"
- One (1) Safespace 500 6'-4"x7'-3"
- One (1) Safespace 500 6'-5"x7'-3"

Mustang Public School Science Academy

One (1) Safespace 500 14'-0"x10'-8"

Mustang Middle School #3 – Central

- One (1) Safespace 500 13'-5"x10'-7"
- One (1) Safespace 500 13'-6"x10'-6"
- One (1) FSFD-IS (overhead coiling fire door) 13'-5"x10'-7"

Parts: TBD during inspection and maintenance process. This proposal does not include replacement of any broken parts. If damaged parts are found a separate proposal will be provided for the cost of the damaged parts and the labor to install the replacement parts.

Burgess proposal exclusions:

- *Sales tax*
- *Replacement of broken or damaged parts not listed*
- *Removal or re-installation of doors*
- *Overtime or work performed after normal business hours*
- *Any repairs discovered during inspection and maintenance process*
- *Lift equipment rental*
- *Any/all work to door finish*
- *Any/all structural support*
- *Backing/blocking*
- *Finished walls/floors/ceilings*
- *Any/all demolition*
- *Bonding*
- *Any materials or services not specifically listed*
- *Building permits*
- *Any modifications or alterations not specifically listed above*

Any changes to the above listed materials or services may require the pricing to be adjusted accordingly.

To accept this proposal please sign below and return by email to ryan@burgess-co.com or by fax to (405) 691-0114.

Date: _____

Accepted by: _____

Respectfully submitted by:

Ryan Mitchell
Sales Manager
Burgess Company, LLC.
11711 S. Portland Ave
Oklahoma City, OK 73170
(405) 898-0955
ryan@burgess-co.com

Estimate

BURGESS COMPANY
Service Department

11711 S Portland Ave
Oklahoma City OK 73170
(405) 760-4236, (405) 898-0955
Ryan@burgess-co.com

ESTIMATE #	1170
DATE	
PO #	

CUSTOMER

Mustang Public Schools - Annual Tornado Door Inspections & Maintenance
Alan Green

(405) 973-4134

greena@mustangps.org

SERVICE LOCATION

Mustang Public Schools - Annual Tornado Door Inspections & Maintenance
Multiple Schools - See Below

(405) 973-4134

greena@mustangps.org

DESCRIPTION

Annual Inspection & Maintenance of 12ea Doors at Multiple Schools:

Mustang Intermediate #3 - Meadowbrook
- One (1) Safespace 500 14'-9"x7'-4"
- One (1) Safespace 500 6'-5"x7'-4"
- 2ea – Cornell

Performing Arts Center:
3ea Cornell Overhead Coiling Fire Doors

Mustang Elementary #8 – Riverwood
- One (1) Safespace 500 14'-9"x7'-3"
- One (1) Safespace 500 6'-4"x7'-3"
- One (1) Safespace 500 6'-5"x7'-3"

Mustang Public School Science Academy
One (1) Safespace 500 14'-0"x10'-8"

Mustang Middle School #3 – Central
- One (1) Safespace 500 13'-5"x10'-7"
- One (1) Safespace 500 13'-6"x10'-6"
- One (1) FSFD-IS (overhead coiling fire door) 13'-5"x10'-7"

Estimate

	Description	Qty	Rate	Tax	Total
	**Annual Tornado Resistant Coiling Door Inspection** Dates: July 1, 2024 - June 30, 2025 Annual drop test inspections to ensure that the tornado resistant overhead coiling doors that we installed in each facility will close and operate as designed in a tornado event.	12.00	$250.00	$0.00	$3,000.00

	This service is to ensure that these life safety doors will function as designed and installed to protect the occupants in each facility.				
	**Annual Overhead Door Preventative Maintenance** Dates: July 1, 2024 - June 30, 2025 Annual Preventative Overhead Door Maintenance: • Inspection of broken parts • Lubrication of all moving parts • Adjustment of chains • Minor repairs that do not require replacement parts • Testing of electrical components • Tension adjustment (if needed)	12.00	$75.00	$0.00	$900.00

CUSTOMER MESSAGE

All services provided are invoiced at the time of completion and are due upon receipt. If payment is not received within 30 days, any overdue and unpaid balances will be charged interest at a rate of 2.5%, charged montly until the balance is paid.

Estimate Total: **$3,900.00**

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, Chief Operations Officer AG

Date: May 9, 2024

Contract Vendor: Chem-Aqua **Time Frame:** July 1, 2024-June 30, 2025

Amount: $ 23,132.76 **Fund:** 21-Bldg Fund **Project:** 036-License Trade

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Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

District water treatment ~~program~~ program for the colling systems.

Water Treatment Program Agreement

For

Mustang Public Schools
801 S. Snyder Dr
Mustang, OK, 73064

The Chem-Aqua Water Treatment Program is an important step in achieving efficient operation and extending the useful life of valuable cooling and heating equipment.

By this AGREEMENT Mustang Public Schools (hereinafter referred to as "Customer") agrees to purchase and Chem-Aqua, Inc. (hereinafter referred to as "Chem-Aqua"), agrees to provide a professional Water Treatment Program for the SYSTEM(S) for an annual cost of $23,132.76 to be paid for in 12 equal billings of $1,927.73 each for a total agreement price of $23,132.76. The systems covered by this agreement are:

- G Hall: G - Tower
- Creek Elementary: Cooling Tower
- Mustang North Middle School: Cooling Tower
- Lakehoma Elementary: Cooling Tower #2, Cooling Tower #1
- Trails Elementary: Cooling Tower
- Centennial Middle School: Cooling Tower
- South Middle School: Cooling Tower
- Horizon Middle School: Cooling Tower
- Prairie: Glycol
- Valley: Hot Loop, Chill Loop
- Creek Elementary: Clsoed Loop
- Mustang North Middle School: Closed Loop
- Trails Elementary: Hot Loop
- Lakehoma Elementary: Glycol Boiler room, Glycol
- Centennial Middle School: Hot Loop, Glycol Loop
- Horizon Middle School: Hot Loop, Chill Loop
- Main: Chill Loop, Hot Loop
- K Hall: Boiler
- Science Academy: Hot Loop
- J Hall: Glycol, Glycol #2, Hot Loop, Chill Loop
- South Middle School: Hot Loop
- Admin Building: Hot Loop

.

The term of this AGREEMENT shall be for 12 months starting July 1, 2024 and ending June 30, 2025. This price quotation includes the agreed upon products, services, equipment and freight; but does not include any taxes or handling fees that may be applicable.

Chem-Aqua will have a representative call on Customer and provide directions for the initial application of the treatment chemicals. Thereafter, a representative will visit Customer as agreed upon to check the systems, collect

water samples, and test the treated waters. A written report documenting the results of the service visits and any recommendations will be provided to the designated personnel of customer.

Customer agrees to follow the recommendations provided by Chem-Aqua on the water treatment program and to maintain the necessary feed and control devices to insure proper application and functioning of the water treatment chemicals. Customer will purchase or otherwise provide and install the required equipment. Chem-Aqua will provide assistance for the installation if requested by Customer.

Customer agrees to permit Chem-Aqua reasonable access to its premises and the system to allow Chem-Aqua personnel to perform their services. Unless cleaning services are included in this agreement, Customer agrees to perform routine cleaning of the systems covered in this agreement.

Customer agrees to perform maintenance and repairs of equipment as recommended by equipment manufacturer or mechanical contractor. If repairs to the system are required to permit Chem-Aqua's products to effectively protect Customer's equipment, Customer agrees to cause such repairs to be made at its expense. Customer agrees to inform Chem-Aqua of modifications to the system or any design elements in the system such as dead legs that would affect the flow of water through the equipment.

Chem-Aqua's treatment of biological growth is for the purpose of reducing the risk of that growth causing damage to the equipment, or otherwise interfering with the operation of the system, and is not meant to protect against health risks from exposure to biological growth.

This contract does not include Legionella risk assessments or a Legionella risk management program. Chem-Aqua is providing the services described in this agreement only, and no services relating to Legionella Risk Management beyond normal minimization of biological fouling.

Chem-Aqua has no responsibility for damages to the system or conditions such as scale or corrosion, which existed prior to the start of the Water Treatment Program, or for damages due to customer's failure to properly operate, maintain or repair equipment. Chem-Aqua is not responsible for damages due to Customer's failure to implement recommendations made by Chem-Aqua. Neither party shall be liable for any consequential, indirect, or incidental losses of any type, including lost profits, loss of business, loss of use, or loss of data.

This AGREEMENT is effective as of the date it is signed and shall remain in effect until cancelled by either party submitting a thirty (30) day written notice of cancellation. Upon cancellation, Customer will be responsible for payment of all outstanding invoices and must return all Chem-Aqua supplied equipment which has not been explicitly purchased. If business conditions warrant, Chem-Aqua may implement a general price increase to Customer, which will be reflected on the next invoice to Customer.

AGREED TO on April 26, 2024

By: _____
(Chem-Aqua Representative)

Aaron Cornell
Chem-Aqua Representative Name (Print)

Chem-Aqua, Inc.
P.O. Box 152170
Irving, TX 75015-2170
1-866-209-3373

By: _____
(Customer Representative)

_____
Customer Representative Name (Print)

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, Chief Operations Officer AG

Board Meeting Date: June 10, 2024

Contract Vendor: Schindler Elevator **Time Frame:** July 1, 2024-June 30, 2025

Amount: $ 25,800.00 **Fund:** 21 **Project:** 032

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Preventive Maintenance on District Elevators.

AG/jw



Schindler Custom

Date: April 25, 2024

Prepared For:

Mustang Public Schools
901 S Mustang Rd
Mustang, OK 73064

Schindler

Date: April 25, 2024

Estimate Number: BSCZ-CQVLJT (2024.2.1)

To:
Mustang Public Schools
901 S Mustang Rd
Mustang, OK 73064
Attn: Alan Green

Campus Name:
Mustang Public Schools (ml)

From:
3168 South 108th East Avenue
Suite 370
Tulsa, OK 74146-1622
Phone:
Fax:

EQUIPMENT DESCRIPTION
See attached equipment list.

SCHINDLER ELEVATOR CORPORATION ("Schindler", "we", "us") and **MUSTANG PUBLIC SCHOOLS** ("you") agree as follows:

PREVENTIVE MAINTENANCE PROGRAM
Schindler shall furnish Preventative Maintenance at a frequency either determined by the applicable Authority Having Jurisdiction (AHJ) for this location at the time of original commencement, or if no such local requirements exist, in accordance with ASME A17.1. Schindler has developed Maintenance Control Programs (MCPs) for each relevant Equipment type, which meet and exceed ASME code requirements. Our MCPs incorporate tasks, task description, relevant ASME A17.1 code references, and planned performance intervals. These tasks will be completed by a trained Schindler technician. All completed tasks are recorded digitally and are accessible to you, for reference purposes, on our Schindler ActionBoard (web portal).

We will examine, lubricate, and adjust, the Covered Components listed below:

HYDRAULIC ELEVATORS

Basic components:

- **Controller Equipment**
  - Resistors, timers, fuses, overload switches, minor contacts, wiring, and coils
- **Car Equipment**
  - Guide shoe inserts or roller assemblies, loadweighing devices, and car safety devices
- **Door Equipment**
  - Door operating devices, door protection devices, hangers, closers, interlocks, contacts, and gibs
- **Hoistway and Pit Equipment**
  - Limit switches and buffer(s)
- **Signals and Accessories**
  - Car operating panels, hall stations, in-car and hall lanterns, and their applicable buttons, keyswitches, and bells; signal lamps shall be replaced during regular visits only unless a service request is initiated, in which case that request shall be billable at our standard billing rates

TRACTION ELEVATORS

Basic components:

- **Machine Room Equipment**
  - Overspeed governors, selectors, minor contacts, wiring, coils, and brushes
- **Controller Equipment**
  - Resistors, timers, fuses, overload switches, minor contacts, wiring, and coils
- **Car Equipment**
  - Roller assemblies, loadweighing devices, and car safety devices
- **Door Equipment**
  - Door operating devices, door protection devices, hangers, closers, interlocks, contacts, and gibs
- **Hoistway and Pit Equipment**
  - Limit switches, buffers (car and counterweight), and tension sheaves (governor and selector)
- **Signals and Accessories**
  - Car operating panels, hall stations, in-car and hall lanterns, and their applicable buttons, keyswitches, and bells; signal lamps shall be replaced during regular visits only unless a service request is initiated, in which case that request shall be billable at our standard billing rates

We assume no responsibility for the following major components:

HYDRAULIC ELEVATORS

Major components:

- **Controller Equipment**
  - Solid state devices, contactors, and PC boards
- **Hydraulic System Equipment**
  - Exposed piping and connections, pumps, motors, and valves
- **Hoistway and Pit Equipment**
  - Exposed piping and connections, above ground hydraulic cylinders, and packings
- **Additional Items**
  - Traveling cables and other miscellaneous wiring

TRACTION ELEVATORS

Major components:

- **Machine Room Equipment**
  - Machines, motors and motor assemblies, sheaves and sheave assemblies, brakes and brake assemblies (including pads, linings, and disks or shoes), selector tape, bearings, hoist ropes or belts, and governor ropes
- **Controller Equipment**
  - Solid state devices, drives, and PC boards
- **Hoistway and Pit Equipment**
  - Compensation rope/chain and associated assemblies
- **Additional Items**
  - Traveling cables and other miscellaneous wiring

CLEANING

As conditions or ASME code dictate, Schindler shall clean the machine room, car top, and pit of debris related to our work in these areas.

Schindler

CALLBACK COVERAGE

Service dispatching will take place through our Schindler Customer Service Network (SCSN), which is staffed by qualified Schindler personnel, 24/7. You will be provided with a customer identification number, which must be referenced when a call is placed for your facility. Our dispatchers will have access to your building's service call records, and will promptly relay the details of your call to the assigned technician.

Schindler shall provide emergency minor adjustment callbacks during regular working hours, including all calls received prior to 3:30 p.m. local time. If you authorize callbacks outside regular working hours, you will pay us at our standard billing rates, plus materials not covered by contract, expenses and travel. All other work outside the services will be billed at our standard billing rates. A request for service will be considered an "emergency minor adjustment callback" if it is to correct a malfunction or adjust the equipment and requires immediate attention and is not caused by misuse, abuse or other factors beyond our control. The term does not include any correction or adjustment that requires more than one technician or more than two hours to complete.

REPAIRS

As conditions, usage, or as ASME code dictate, Schindler shall repair or replace the Covered Components. Replacements for the Covered Components are available either at a local Schindler location, at our national Service Distribution Center, or within our network of Schindler approved, third-party suppliers.

TESTING OF SAFETY DEVICES

Equipment	Test	Frequency
Hydraulic	Pressure/Relief Valve	Annually
Gearless	No Load	Annually
Gearless	Full Load	Every 5 years

Our testing responsibilities do not include fees or changes imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above, including, but not limited to seismic tests. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.

HOURS OF SERVICE

Unless otherwise noted above, all work shall be completed during our regular working hours of regular working days, excluding elevator trade holidays.

SCHINDLER AHEAD

Schindler Ahead is a digital closed-loop system which, via a dedicated wireless cellular signal, provides remote connectivity between your Equipment and Schindler, allowing us to be notified 24/7 if any connected component or function is operating outside established parameters. Schindler Ahead can help improve your Equipment reliability, provide you with deeper insights, superior convenience, and greater cost control.

Your contract includes the above features as well as the following Core package:

Enhanced – The Enhanced package includes 24/7 monitoring of your Equipment, which allows for real-time visibility of Equipment operating status, and select operating parameters, on the Schindler ActionBoard (web portal) and ActionBoard Mobile (phone application) platforms. Performance history, reliability data, and many

other customizable reports and features, are available on the ActionBoard platforms. Additionally, Enhanced customers receive access to Schindler's Elevated Support Professional (ESP) Team. This team analyzes information gathered by Schindler Ahead, which can help reduce equipment downtime in a shutdown situation by performing advanced troubleshooting and can help improve equipment reliability in non-shutdown situations, by scheduling future maintenance on components necessitating it. When appropriate, the ESP Team will communicate with you to schedule service calls. With these enhanced diagnostics, we can guarantee that you will not be charged for Running on Arrival (ROA) calls. Schindler will fully cover the cost of any callback during regular hours related to the following situations: Elevator or Escalator Running in normal operation or running under any of the following special services modes: Independent service, Fireman's service (Phase I or Phase II), or Inspection operation. All other callbacks will be billed as outlined in the agreement.

If you would like information on upgrading your Core package, please discuss with your sales rep. The upgraded packages are:

The following digital services are also available:

SafeCall – The Schindler Ahead in-car emergency phone service will be added to your digital package. This service includes a cellular connection between your elevator's in-car emergency phone and our Schindler Customer Service Network (SCSN), that handles incoming and outgoing emergency calls with passengers in the elevator. To ensure reliability, Schindler Ahead phone service also provides monitoring of this connection. The availability of this service is contingent upon code approval by the local Authority Having Jurisdiction (AHJ) and having a non-proprietary in-car emergency phone. If selected, please await confirmation of the activation of the service prior to terminating your existing dedicated phone line, to avoid a disruption in service.

SafeCall can been added at a cost of $30 per unit, per month and is reflected in the price section below

The necessary hardware to activate Schindler Ahead Core Services will be installed and activated at no additional cost, in exchange for a contract term extension as described herein. By signing this addendum, you agree to extend the term of the contract noted herein. Should you terminate the contract early in accordance with the cancellation terms in the master agreement, you agree to pay the costs associated with the activation of the Schindler Ahead hardware, up to $1,500.00 per unit. Work shall be performed during our regular working hours of our regular working days. Title to Hardware remains with Schindler. Schindler may replace or modify Hardware at any time. Customer shall promptly provide Schindler access to Hardware and prevent unauthorized access thereto.

EXCLUSIONS

We assume no responsibility for the following items: hoistway door hinges, panels, frames, gates and sills; cabs and cab flooring; freight elevator door straps, cab doors, gates and removable cab panels; cab mirrors and handrails; power switches, fuses and feeders to controllers; emergency cab lighting; light fixtures and lamps; cover plates for signal fixtures and operating stations; card readers or other access control devices; smoke/fire alarms and detectors; pit pumps and alarms; cleaning of cab interiors and exposed sills; below ground or unexposed plungers, pistons, casings and cylinders; automatic ejection systems; all piping and connections except that portion which is exposed in the machine room and hoistway; guide rails; tank; emergency power generators; telephone service, communication devices; replacement and disposal of hydraulic oil; intercom or music systems; ventilators, air conditioners or heaters; adverse elevator operation as a result of machine room temperatures (including temperature variations below 60 degrees Fahrenheit and above 90 degrees Fahrenheit); media displays; computer consoles or keyboards; fireman's phones; exterior panels, skirt and deck panels, balustrades, relamping of illuminated balustrades; attachments to skirts, decking or balustrades; moving walk belts; pallets; steps; skirt brushes; sideplate devices; any batteries associated with the equipment. In the event that safety testing is performed by us at the start of the Agreement, and we find that critical safety components, such as the governor and/or safeties for traction equipment, or valves on hydraulic equipment, are not operating correctly, resulting in unsafe conditions, you will be responsible to authorize the necessary repairs/replacements of this equipment, at your expense.

During the term of the Agreement, parts or components may become obsolete. An obsolescence designation shall apply to any of the following scenarios:

- Part or component is no longer in stock and available for purchase from the Original Equipment Manufacturer (OEM)
- Part, component, or equipment was originally installed 20 or more years ago
- Motor Generators

The costs associated with the repair (including refabrication), or replacement, of obsolete parts or components are excluded from this Agreement. Schindler will provide a written proposal for the excluded work. Any repaired part or component will continue to be considered obsolete. If replacement is required, Schindler shall present a written proposal to replace the obsolete part(s) or component(s), including the costs of any associated modifications which may be necessary to interface with a part or component of a different design, to ensure proper and safe operation of the equipment. Once replaced, the new part or component will be covered by this Agreement.

TERM

This Agreement commences on July 01, 2024, and continues until June 30, 2025, and shall renew (where permitted by applicable local law) for subsequent similar periods, unless terminated by either party upon written notice received by the other party at least 90 days prior to the above termination date or any renewal termination date, and not more than 120 days before the termination date.

PRICE- without Schindler Ahead

In consideration of the services provided hereunder, you agree to pay us the sum of $1,600 per month, payable annually in advance ($19,200.00 per installment), exclusive of applicable taxes, unless another payment option is accepted below:

___ initial here to accept.

PRICE- with Schindler Ahead

In consideration of the services provided hereunder, you agree to pay us the sum of $2,150.00 per month, payable annually in advance ($25,800.00 per installment), exclusive of applicable taxes, unless another payment option is accepted below:

___ initial here to accept.

Payment Option	Revised Monthly Price	Acceptance (Initial)
Annual in Advance	$2,150.00	
Semi-Annual in Advance	$2,193.00	
Quarterly in Advance	$2,236.00	
Monthly in Advance	$2,279.00	

The pricing above includes a subscription price of $250 per month for Schindler Ahead Enhanced on 10 units, and a SafeCall price of $300 per month for 10 units, totaling $550.00 per month, which will commence upon activation of Schindler Ahead services.

The standard method of invoice delivery shall be by email. Please provide the applicable email address in the Bill To section of the Customer Information section in this document. You agree to immediately update us with any changes to the electronic invoicing address. If you require paper invoices, they shall be subject to a paper invoice administration fee.

Method of payment shall be by check, unless another option is selected below:

[ ] Direct Debit (Attach copy of voided check)
[ ] Credit Card (Complete "Other" section within included Customer Information Sheet)

PRICE ADJUSTMENT

The contract Price and labor rates for extra work will be adjusted annually in January. This adjustment will be based upon the local labor rate adjustment for the year in which it is adjusted, and will be increased or decreased on the basis of changes to the local straight time hourly rate for mechanics. If there is a delay in determining a new labor rate, or an interim determination of a new labor rate, we will notify you and adjust the price at the time of such determination, and we will retroactively bill or issue credit, as appropriate, for the period of such delay. We also reserve the right to adjust the contract price quarterly / annually on the basis of changes in other expenses such as fuel, waste disposal, government regulations or administrative costs. Should you elect to take the annual pre-payment option, the price adjustment date will default to coincide with the invoice date.

The annual contract price adjustment will not apply to Schindler Ahead. Schindler reserves the right to make adjustments to the monthly fee for the Schindler Ahead tiers as additional value added features and functionality are added to the selected offering.

SPECIAL TERMS and CONDITIONS

1) **The Term of this agreement shall be effective commencing on July 1st. 2024 terminating one year from effective date. Mustang Public Schools, in its sole discretion may offer Schindler an opportunity to renew this Agreement for four additional one-year terms. The continuing purchase by Mustang Public Schools of the goods and or services set forth in the agreement is subject to School's needs and to Schools annual appropriation of sufficient funds in Schools fiscal year (July1- June 30) in which such goods and or services are purchased. In the event Mustang PS does not appropriate or budget sufficient funds to perform this Agreement, this Agreement shall be null and void without further action by Mustang PS.**

2) **Schindler will also include Four (1 per Quarter) free Overtime Call Service Requests at no charge.**

Schindler

The attached terms and conditions are incorporated herein by reference.
Acceptance by you as owner's agent or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Proposed:

Adam Evans

By: Adam Evans

For: Schindler Elevator Corporation

Title: Sales Representative

Date: April 25, 2024

Accepted:

By:

For: Mustang Public Schools

Title:

Date:

Approved:

By: Brandon Schutz

Title: Branch Manager

Date: April 25, 2024

Schindler

CUSTOMER INFORMATION

Owner / Manager Information

Legal Name of Company:		
Address:		
City:	State:	Zip:
Federal Tax ID #:	Tax Exempt? (if Yes, provide Certificate)	

Primary Contact Name:	Title:
Email:	Phone:

Bill To Information

Legal Name of Company:		
Address:		
City:	State:	Zip:
Purchase Order? (if Yes, provide applicable Number)		
Bill To Email #1 (required):		
Bill To Email #2 (optional):		

Accounts Payable Contact Name:	
Email:	Phone:

Other (if applicable)

Credit Card:	☐ VISA	☐ MC	☐ AMEX
Name:			
Number:			
Expiration:	Billing Zip:		
Signature:			

Schindler

TERMS AND CONDITIONS

1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.

2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed premaintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 90 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.

3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.

4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, epidemics, pandemics, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.

5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) one/half of the remaining amount due under this Agreement.

In the event you decline the automatic renewal, this Agreement shall continue on a month-to-month basis following the termination date, unless terminated by either party in accordance with the above provisions.

6. The Equipment consists of mechanical and electrical devices subject to wear and tear, deterioration, obsolescence and possible malfunction as a result of causes beyond our control. The services do not guarantee against failure or malfunction, but are intended to reduce wear and prolong useful life of the Equipment. We are not required to perform tests other than those specified previously, to install new devices on the equipment which may be recommended or directed by insurance companies, federal, state, municipal or other authorities, to make changes or modifications in design, or to make any replacements with parts of a different design. We are responsible to perform such work as is required due to ordinary wear and tear. We are not responsible for any work required, or any claims, liabilities or damages, due to: obsolescence; accident; abuse; misuse; vandalism; adverse machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit) or excessive humidity; overloading or overcrowding of the Equipment beyond the limits of the applicable codes; use of a stopped escalator as a stair; adverse environmental or premises conditions, including but not limited to water damage, power fluctuations, rust, or any other cause beyond our control. We will not be responsible for correction of outstanding violations or test requirements cited by appropriate authorities prior to the effective date of this agreement.

7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:

(a) Interest on past due amounts at 1½% per month or the highest legal rate available;
(b) Termination of the Agreement on ten (10) days prior written notice; and
(c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.

Should we be required to interface with any third-party billing or management systems, we reserve the right to modify the Agreement price to account for additional costs incurred by Schindler.

8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs. If you elect to modernize any or all of the Equipment during the term of this agreement, you will give us the option, within a reasonable time, to prepare an offer for the work and/or evaluate competitor proposals and compare scope of work and price. If we are unable to match price and scope of work, or present an alternative proposal, this Agreement may be canceled with ninety (90) days written notice.

9. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software, modems, source/ access/ object codes, passwords. In the event Schindler's maintenance obligation is terminated, the Schindler Ahead features ("SA") (if applicable) will be deactivated and Schindler reserves the right to remove the Schindler Ahead hardware. If Schindler is no longer the maintenance provider, Customer is responsible for obtaining alternative telephone service for the elevator phones.

10. You will prevent access to the Equipment, including the SA feature and/or dedicated telephone line if applicable, by anyone other than us. We will not be responsible for any claims, losses, demands, lawsuits, judgment, verdicts, awards or settlements ("claims") arising from the use or misuse of SA, if it or any portion of it has been modified, tampered with, misused or abused. We will not be responsible for use, misuse, or misinterpretation of the reports, calls, signals, alarms or other such SA output, nor for claims arising from acts or omissions of others in connection with SA or from interruptions of telephone service to SA regardless of cause. You agree, which obligation shall survive this Agreement, that you will defend, indemnify and hold us harmless from and against any such claims, and from any and all claims arising out of or in connection with this Agreement, and/or the Equipment, unless caused directly and solely by our established fault.

11. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

12. Schindler Elevator Corporation is insured at all locations where it undertakes business for the type of insurance. You agree to accept, named as certificate holder, in full satisfaction of the insurance requirements for this Agreement, our standard Certificate of Insurance. Limits of liability as follows:

(a) Workers' Compensation - Equal to or in excess of limits of Workers' Compensation laws in all states and the District of Columbia.
(b) Comprehensive Liability - Up to Two Million Dollars ($2,000,000.00) single limit per occurrence, Products/Completed Ops Aggregate $5,000,000.
(c) Auto Liability - $5,000,000 CSL.
(d) Employer's Liability - $5,000,000 Each Accident/Employee/Policy Limit.

13. You hereby authorize us to produce single copies of the EPROM and/or ROM chips for each elevator subject to this Agreement for the sole purpose of archival back-up of the software embodied therein. The duplicate chip(s) for a given elevator shall be identified by serial number, or other means, and shall be stored on the building premises in a secured area in the elevator equipment room or you may retain possession. We agree that back-up chips are not for the benefit of purchase or sale, or for use in other elevator systems, and shall be used for no other purpose than the replacement of a defective or damaged chip on the particular elevator. In the event that your continued possession of the computer program should cease to be rightful, we agree that all such archival copies shall be destroyed.

14. You acknowledge that certain replacement parts, such as printed circuit boards or control related parts, may be difficult to obtain. While we do not anticipate problems or delays obtaining such parts, it may be necessary or desirable for you to order such parts directly from the original equipment manufacturer ("OEM"). You agree, in such event, to order parts promptly from the OEM, at any time and from time to time, as specified by us. We agree to reimburse you for the reasonable cost of such parts (as covered by this Agreement) promptly upon receipt from you of copies of the invoice(s) together with appropriate payment documentation.

15. Should conditions arise requiring use of the OEM diagnostic tool, we will promptly notify you. You agree, in such event, to promptly contact the OEM for diagnostic service and repair. You will be responsible for all costs related to such service and repair. You further agree that we shall not be responsible for any delays, damage, costs or claims associated with you or OEM's failure to timely provide a diagnostic tool, and you will indemnify, defend and hold us harmless from any such delays, damage, cost or claim.

Schindler

Mustang Public Schools (ml)
Equipment List

EQUIPMENT DESCRIPTION

Qty	Manufacturer	Equipment	Application	Description	Rise/Length Openings	Capacity	Speed	Install#
	Mustang Middle School 11820 Sw 44th St Mustang, OK 73064							
1	Schindler	Gearless	Passenger	Passenger- Middle Schoo	2F/0R	2500	100	
1	Schindler	Gearless	Passenger	MERC	2F/0R	2500	150	
	Mustang Public Schools 901 S Mustang Rd Mustang, OK 73064							
1	Dover	Hydraulic	Passenger	High School #G	2F/0R	2500	125	
1	Thyssen	Hydraulic	Passenger	high School #B	2F/0R	2500	125	
1	Thyssen	Hydraulic	Passenger	High School #C	2F/0R	2100	150	
1	Thyssen	Hydraulic	Passenger	High School Stadium	2F/1R	2500	125	
1	Thyssen	Hydraulic	Passenger	Event center	2F/0R	2500	125	
1	Thyssen	Hydraulic	Passenger	Wellness center	2F/0R	2500	125	
1	Dover	Hydraulic	Passenger	Trails	3F/0R	2500	100	
1	Otis	Gearless	Passenger	Performing Arts Center	2F/0R	3000	125	

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Asst Superintendent of Operations

From: Alan Green, Chief Operations Officer AG

Date: May 9, 2024

Contract Vendor: United Rentals **Time Frame:** July 1, 2024-June 30, 2025

Amount: $ 24,700.00 **Fund:** 21-Bldg Fund **Project:** 032/Bldgs & Grounds

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Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Annual Rental of four lifts.

AG/jw

United Rentals

RENTAL QUOTE

BRANCH J18
2900 N INTERSTATE DR
NORMAN OK 73072-2425
405-360-4322

233651867

Customer #	: 615697
Quote Date	: 05/09/24
Estimated Out	: 07/01/24 08:00 AM
Estimated In	: 06/30/25 08:00 AM
UR Job Loc	: 801 S SNYDER DR, MUS
UR Job #	: 14
Customer Job ID:	
P.O. #	: 2024-21-3
Ordered By	: WILLIE GRIDER
Written By	: HEIDI DAVIS
Salesperson	: HEIDI DAVIS

Job Site

MUSTANG HIGH SCHOOL
801 S SNYDER DR
MUSTANG OK 73064-3555

Office: 405-376-2461

MUSTANG PUBLIC SCHOOLS
12400 SW 15TH ST
YUKON OK 73099-7734

This is not an invoice
Please do not pay from this document

RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Estimated Amt.
2	3002000	SCISSOR LIFT 19' ELECTRIC		113.00	227.00	375.00	9,750.00
1	3002995	SCISSOR LIFT 30-33' ELECTRIC 32" WIDE		215.00	415.00	775.00	10,075.00
1	3001520	VERTICAL LIFT 18-20' ELEC SELF PROPELLED		120.00	250.00	375.00	4,875.00

Rental Subtotal:	24,700.00
Agreement Subtotal:	24,700.00
Estimated Total:	24,700.00

COMMENTS/NOTES:

CONTACT: WILLIE GRIDER
CELL#: 405-823-6769

SOURCEWELL BASED CONTRACT 062320 URI

This proposal may be withdrawn if not accepted within 30 days. The above referenced Rental Protection Plan, environmental, and tax charges are estimates and are subject to change.

NOTICE: This is not a rental agreement. The rental of equipment and any items listed above is subject to availability and subject to the terms and conditions of the Rental and Service Agreement, which are available at https://www.unitedrentals.com/legal/rental-service-terms-US and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittenger, Asst. Superintendent of Operations

From: Alan Green, Chief Operations Officer AG

Board Meeting Date: June 10, 2024

Contract Vendor: Air & Earth **Time Frame:** July 1, 2024-June 30, 2025

Amount: $ 3,000.00 **Fund:** 21 **Project:** 032

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Asbestos Hazard mergency Response Act (AHERA)

Contract Agreement

THIS AGREEMENT made by and between **Air & Earth, Inc.** located at 10025 South Sooner Road, Oklahoma City, Oklahoma 73165 and **Mustang Public Schools**, located at 12400 Southwest 15th Street, Yukon, Oklahoma 73099, witnesses:

WHEREAS, **Air & Earth Inc.**, an Oklahoma Corporation whose personnel consist of Department of Labor licensed inspectors, management planners and project designers, shall provide services to **Mustang Public Schools** for compliance with the 1986 Asbestos Hazard Emergency Response Act (AHERA) regulations. Services include conducting 3-Year Re-Inspections and 6-Month Periodic Surveillances. Support for the LEA to maintain the required "upkeep" (i.e. 2-Hour Awareness and Designated Personnel Trainings) shall be provided at additional fee.

ADDITIONALLY, **Air & Earth Inc.**, when asbestos-related concerns, spills, and/or abatement may be relevant to **Mustang Public Schools**, shall provide correspondence and assistance to properly and safely handle the tasks required (i.e. Q/A air-quality monitoring for asbestos, project designing for asbestos abatement needs, etc.); the costs for these additional services rendered shall be negotiated for approval with **Mustang Public Schools** prior to or at the time of service, depending on needs of the project.

NOW, THEREFORE, it is agreed between both parties that **Mustang Public Schools** shall pay to **Air & Earth, Inc.** for said services, the sum of **Three Thousand Dollars ($3,000.00)**, for the Fiscal Year July 01, 2024 through June 30, 2025.

This contract shall be governed by the laws of the State of Oklahoma.

In witness whereof, the parties hereto have set their hands this ~~24th~~ 10th day of ~~May~~ June, 2024.

Air & Earth Inc.

Cole Schweikhart, V-P Field Operations
Name/Title

Mustang Public Schools

Name/Title

State of Oklahoma)
) SS
County of Cleveland)

Before me, **Jo L. Schweikhart**, Notary Public in and for the said County and State, on this 24th day of May, 2024, personally appeared **Cole Schweikhart**, an officer of Air & Earth, Inc.

In witness whereof, I have here unto set my hand and official seal the day and year last written above.

Jo L Schweikhart
Notary Public

My Commission Expires: 08/25/24

(SEAL)

JO L. SCHWEIKHART NOTARY # 08006767 EXP. 08/25/24 PUBLIC STATE OF OKLAHOMA

State of Oklahoma)
) SS
County of _____)

Before me, _____, Notary Public in and for the said County and State, on this ___ day of _____, _____, personally appeared _____, agent of Mustang Public Schools.

In witness whereof, I have here unto set my hand and official seal the day and year last written above.

_____
Notary Public

My Commission Expires: _____

(SEAL)

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: Perry Weather **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 4,078.00 **Fund:** 60 **Project:** 904

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Outdoor warning system and weather station subscription bundle (weather station at MHS), plus 20 full users and 100 notification users.

perry weather

ORDER FORM

CUSTOMER	
Customer Name	Mustang Public Schools
Customer Address	12400 Southwest 15th Street Mustang, OK 73099
Exempt from Sales Tax?	*If your entity is exempt from sales tax, please email an exemption certificate to billing@perryweather.com to remove sales tax from your invoices.*
Perry Weather Rep	Meredith Chapman

PRIMARY CONTACT	
Full Name	
Title	
Email	
Phone	

EMAIL INVOICES TO	
Accounts Payable Email	
Other Email(s)	

ORDER INFORMATION	
Quote #	20240524-100818445
Itemized Pricing	See attached quote
Initial Term: Start Date	07/01/2024
Initial Term: End Date	06/30/2025
Billing Frequency	Annual
Billing Method	Email
Additional Notes	

This Order Form is governed by the terms of Perry Weather Terms & Conditions ("PW Terms") available at https://perryweather.com/legal-terms. The PW Terms are hereby incorporated into this document by reference. Prices listed for products and services on the Quote and/or ordered hereunder may not include any applicable taxes. Subscriptions purchased under this Order Form may be billed in advance according to the Billing Frequency listed above and will renew according to the PW Terms. **By signing below, you represent and warrant that you have the full authority to enter into this Order and the PW Terms on behalf of Customer**.

Customer:

By: _____

Name: _____

Title: _____

Perry Weather:

By: DocuSigned by: James Skidmore

Name: James Skidmore

Title: Chief Operating Officer

DocuSign Envelope ID: 9D9D3E47-30F8-47E4-BCC1-8C951953FEF1

perry weather

Mustang Public Schools - Renewal Deal

Mustang Public Schools
12400 Southwest 15th Street
Mustang, OK 73099

Reference: 20240524-100818445
Quote created: May 24, 2024
Quote expires: August 22, 2024

Products & Services

Name	Qty	Unit price	Total
Software + Outdoor Warning System & Weather Station (OWX) Subscription Bundle SOFTWARE: - 10 full users with mobile app + computer dashboard access - Custom text alerts for heat, lightning, etc. - 24/7 Meteorologist support (call, text, and email) - Widget for website, TV, etc. - Mass Notify feature - Monitor each facility separately - GPS Specific alerts as you travel OUTDOOR WARNING SYSTEM: - Automated and Manually triggered - Custom text-to-speech PA - Full Control of Active Siren Days/Times - Flashing Strobe Light - Hardwired power. Solar Available Upon Request - Cellular Connection WEATHER STATION: - On-Site Wet Bulb Globe Temp - Wind Speed/Direction/Chill - Precipitation, Evapotranspiration - Exportable Historic Data Reports - Hardwired power. Solar Available Upon Request - Cellular Connection - HD Sky Camera	1	$3,778.00 / year	$3,778.00 / year for 1 year
Pack of 100 Notification-Only Users			
NEW - Pack of 10 Additional Users Software access for an additional 10 users	1	$300.00 / year	$300.00 / year for 1 year

Subtotals

Annual subtotal	$4,078.00
Total $4,078.00	

Important Notes: Customer is responsible for providing a lift or bucket truck if needed for hardware installation (if applicable). Quote does not include any applicable taxes. Tax exemption certificates may be emailed to billing@perryweather.com.

Questions? Contact me

Meredith Chapman, Head of Account Management
meredith@perryweather.com,

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Assistant Superintendent
Alan Green, Chief Operations Officer

From: Kenny Wilson, Custodial Manager

Board Meeting Date: June 10th, 2024

Contract Vendor: UniFirst Corporation **Time Frame:** 2024-2025 School Year

Amount: $ 4,600.00 **Fund:** 21 **Project:** 034

New Contract: ☑ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Dust Mop Service for 2024-2025 School Year.

UniFirst

Existing account [X]

Agreement No. 0958196

Customer No. 1556763

Customer Service Agreement

Company Name (Customer) MUSTANG PUBLIC SCHOOL OPE

Address 12400 SW 15TH ST

YUKON, OK 73099

Phone 4052566950

Loc. No.

Route No. 69020

Date 04/18/2024

SIC/NAICS 8211

The undersigned (the "CUSTOMER") orders from UniFirst Corporation and/or UniFirst Holdings, Inc. d.b.a. UniFirst and/or UniFirst Canada LTD. ("UniFirst") the rental service(s) at the prices and upon the conditions outlined:

Merchandise Serviced

Item	Description	Lost / Damaged Repl. Charge	Service Frequency	No. of Wearers	Total Inventory	Billing Quantity	Price per Change / Piece	Non-Standard	Total Full Service
832410	MOPS-UNFRAMED 24"	16.38	1		152	76	0.4674		35.52
836017	MOPS-UNFRAMED 60"	28.99	1		86	43	1.1600		49.88

Minimum weekly charge applies, equal to 75% of the initial weekly value.

Other Charges	Amount
Garment preparation per piece	0.00
Name emblem per piece	
Company emblem per piece	
Direct Embroidery	
Garment Maintenance Program	NO
Loss protection Maint. Program	NO
Linen Maintenance Program	NO
Mat Protection Program	NO

Other Charges	Amount
Non-stock sizes per piece	20.00%
Special cuts per piece	3.00
Restock/Exchange per piece	3.00
Automatic Wiper Replacement	NO
Automatic Linen Replacement	NO
Ongoing Prep Program	NO
Ongoing Emblem Program	NO
DEFE Charge Fixed	4.21
DEFE Sliding Plus	
Energy Charge	2.25

Payment Terms: C.O.D. [ ] E.F.T. [ ] Approved Charge[3] [X]

COMMENTS

Approved charge: CUSTOMER agrees to make payments within 30 days of invoice receipt. A late charge of 1½ % per month (18% per year) for any amount in arrears may be applied. [4]

The undersigned agrees to the attached Customer Service Agreement Terms and attests to have the authority to execute for the named CUSTOMER, and to approve use of any personalization - including logos or brand identities - that has been requested.

Sales Rep: _____ Date _____
Sales Rep (Print Name)

Accepted:[5] _____ Date 5-29-24
Location Manager (Signature)

Brian Hagler GM
Location Manager (Print Name and Title)

Accepted

_____ Date
CUSTOMER (Signature)

CUSTOMER (Print Name and Title)

Email

[1] Out-sizes of otherwise Standard Merchandise are deemed to be Non-Standard Merchandise
[2] Merchandise which is Val-U-Leased is not cleaned by UniFirst
[3] Charge status contingent upon continuing credit worthiness and may be revoked at UniFirst's discretion.
[4] All returned checks and declined credit/debit cards subject to $35 processing fee.
[5] This Agreement is effective only upon acceptance by UniFirst Location Manager

Print & Sign (2) copies on Legal-Size (8½" * 14") paper: [ ] Local UniFirst copy (scanned copy to corporate office) [ ] Customer copy

Form #1253R - Rev.08/21

Customer Service Agreement Terms

REQUIREMENTS SUPPLIED. Customer orders from UniFirst Corp. ("UniFirst") the rental garments and/or other items of the type specified in this Agreement ("Merchandise") and related pickup/delivery and maintenance services (collectively with Merchandise, "Services") for all of Customer's requirements therefor, at the prices and upon the terms and conditions set forth herein. Additional Services requested by Customer, verbally or in writing, will also be covered by this Agreement. All rental Merchandise supplied to Customer remains the property of UniFirst. Customer warrants that it is not subject to, and that this Agreement does not interfere or conflict with, any existing agreement for the supply of the Merchandise or Services covered.

PERFORMANCE GUARANTEE. UNIFIRST GUARANTEES TO DELIVER HIGH-QUALITY SERVICE AT ALL TIMES. All items of Merchandise cleaned, finished, inspected, repaired and delivered by UniFirst will meet or exceed industry standards, or non-conforming items will be replaced by the next scheduled delivery day at no cost to Customer. Items of rental Merchandise requiring replacement due to normal wear and tear will be replaced at no cost to Customer, save for any applicable personalization and setup charges.

Customer expressly waives the right to terminate this Agreement during the initial term or any extension thereof for deficiencies in the quality of Services unless: (1) complaints are first made in writing to UniFirst which set forth the precise nature of any deficiencies; (2) UniFirst is afforded at least 60 days to correct any deficiencies complained of; and (3) UniFirst fails to correct those deficiencies complained of within 60 days. In the event Customer complies with the foregoing and UniFirst fails to correct such deficiencies, Customer may terminate this Agreement by written notice to UniFirst, providing that all previous balances due to UniFirst have been paid in full and that all other conditions to terminate have been satisfied. Any delay or interruption of the Services provided for in this Agreement by reason of acts of God, fires, explosions, strikes or other industrial disturbances, or any other cause not within the control of UniFirst, shall not be deemed a breach or violation of this Agreement.

TERM AND RENEWAL. This Agreement is effective when signed by both the Customer and UniFirst Location Manager and continues in effect for 18 months after installation of Merchandise (for new customers) or any renewal date. This Agreement will be renewed automatically and continuously for multiple successive 12 month periods unless Customer or UniFirst gives written notice of non-renewal to the other at least 90 days prior to the next expiration date.

PRICES AND PAYMENTS. Prices are based on 52 weeks of service per year. Any increase(s) to Service Frequency could result in additional charges. On an annual basis, the prices then in effect will be increased by the greater of the annual percent increase in the Consumer Price Index – All Urban Consumers, Series ID: CUURO000SA0, other goods and services, or by 5%. Additional price increases and other charges may be imposed by separate written notice or by notation on Customer's invoice. Customer may, however, decline such additional increases or charges by notifying UniFirst in writing within 10 days after receipt of such notice or notation. If Customer declines said additional price increases, UniFirst may terminate this Agreement. Customer also agrees to pay the other charges and minimum weekly charge herein specified. Charges relating to a wearer leaving Customer's employ can be terminated by (1) giving notice thereof to UniFirst and (2) returning or paying for any missing Merchandise issued to that individual. Any Merchandise payments required pursuant to this Agreement will be at the replacement price(s) then in effect hereunder. If an authorized Customer representative is not available to receive and acknowledge delivery of Merchandise, Customer authorizes UniFirst to make delivery and assumes responsibility for related charges/invoices.

If Customer fails to make timely payment, UniFirst may, at any time and in its sole discretion, terminate this Agreement by giving written notice to Customer, whether or not UniFirst has previously strictly enforced Customer's obligation to make timely payments. Customer agrees to pay, and will pay, all applicable sales, use, personal property and other taxes and assessments arising out of this Agreement.

DEFE CHARGE. Customer's invoices may also include a DEFE charge to cover all or portions of certain expenses including:
D = DELIVERY, or expenses associated with the actual delivery of Services and Merchandise to Customer's place of business, primarily Route Sales Representative commissions, management salaries, vehicle depreciation, equipment maintenance, insurance, road use charges and local access fees.
E = ENVIRONMENTAL, or expenses (past, present and future) UniFirst absorbs related to wastewater testing, purification, effluent control, solids disposal, supplies and equipment for pollution controls and energy conservation and overall regulatory compliance.
F = FUEL, or the gas, diesel fuel, oil and lubricant expenses associated with keeping UniFirst's fleet vehicles on the road and servicing its customers.
E = ENERGY, primarily the natural gas UniFirst uses to run boilers and gas dryers, plus other local utility charges.

MERCHANDISE. Customer acknowledges and agrees to notify all employees that Merchandise supplied is for general occupational use and, except as expressly specified below, affords no special user protections. Customer further acknowledges that: (1) Customer has unilaterally and independently determined and selected the nature, style, performance characteristics, number of changes and scope of all Merchandise to be used and the appropriateness of such Merchandise for Customer's specific needs or intended uses; (2) UniFirst does not have any obligation to advise, and has not advised, Customer concerning the fitness or suitability of the Merchandise for Customer's intended use; (3) UniFirst makes no representation, warranty or covenant regarding the performance of the Merchandise (including without limitation Flame Resistant and Visibility Merchandise); and (4) UniFirst shall in no way be responsible or liable for any injury or harm suffered by any Customer employees while wearing or using any Merchandise. Customer agrees to indemnify and hold harmless UniFirst and its employees and agents from and against all claims, injuries or damages to any person or property resulting from Customer's or Customer's employee use of the Merchandise, whether or not such claims, injuries or damages arise from any alleged defects in the Merchandise.

Flame Resistant ("FR") Merchandise supplied hereunder is intended only to prevent the ignition and burning of fabric away from the point of high heat impingement and to be self-extinguishing upon removal of the ignition source. FR items will not provide significant protection from burns in the immediate area of high heat contact due to thermal transfer through the fabric and/or destruction of the fabric in the area of such exposure. FR items are designed for continuous wear as only a secondary level of protection. Primary protection is still required for work activities where direct or significant exposure to heat or open flame is likely to occur.

Visibility Merchandise is intended to provide improved conspicuity of the wearer under daylight conditions and when illuminated by a light source of sufficient candlepower at night. It is Customer's responsibility to determine the level of conspicuity needed by wearers under specific work conditions. Further, Customer agrees that Visibility Merchandise alone does not ensure conspicuity of the wearer and that additional safety precautions may be necessary. The Visibility Merchandise supplied satisfied particular ANSI/SEA standards only when they were new and unused and only if so labeled. Customer acknowledges that usage and laundering of Visibility Merchandise may adversely affect its conspicuity.

Healthcare/Food-Related Customer acknowledges that: (1) UniFirst does not guarantee or warrant that the Merchandise selected by Customer or that processed garments delivered by UniFirst will be appropriate or sufficient to provide a hygienic level adequate for individual Customer's needs; and (2) optional poly-bagging* is recommended to reduce the risk of cross-contamination of Merchandise, and the failure to utilize such service may adversely affect the efficacy of UniFirst's hygienic cleaning process.
(* Poly-bag services incur additional charges.)

If any Merchandise supplied hereunder is Merchandise that: (1) UniFirst does not stock for whatever reason (including due to style, color, size or brand); (2) consists of non-UniFirst manufactured or customized FR Merchandise; or (3) consists of Merchandise that has been permanently personalized (in all cases known as "Non-Standard Merchandise"), then, upon the discontinuance of any Service hereunder at any time for any reason, including expiration, termination, or cancellation of this Agreement, with or without cause, deletion of any Non-Standard Merchandise from Customer's Service Program, or due to employee reductions (in each case a "Discontinuance of Service"), Customer will purchase at the time of such Discontinuance of Service all affected Non-Standard Merchandise items then in UniFirst's inventory (in-service, shelf, as well as any manufacturer's supplies ordered for Customer's use), paying for same the replacement charges then in effect.

Customer agrees not to contaminate any Merchandise with asbestos, heavy metals, solvents, inks or other hazardous or toxic substances ("contaminants"). Customer agrees to pay UniFirst for all Merchandise that is lost, stolen, damaged or abused beyond repair. As a condition to the termination of this Agreement, for whatever reason, Customer will return to UniFirst all standard Merchandise in good and usable condition or pay for same at the replacement charges then in effect.

OBLIGATIONS AND REMEDIES. If Customer breaches or terminates this Agreement before the expiration date for any reason (other than for UniFirst's failure under the performance guarantee described above), Customer will pay UniFirst, as liquidated damages and not as a penalty (the parties acknowledging that actual damages would be difficult to calculate with reasonable certainty) an amount equal to 50 percent of the average weekly amounts invoiced in the preceding 26 weeks, multiplied by the number of weeks remaining in the current term. These damages will be in addition to all other obligations or amounts owed by Customer to UniFirst, including the return of Standard Merchandise or payment of replacement charges, and the purchase of any Non-Standard Merchandise items as set forth herein.

This Agreement shall be governed by Massachusetts law (exclusive of choice of law). If a dispute arises from or relates in any way to this Agreement or any alleged breach thereof at any time, the parties will first attempt to resolve the claim or dispute by negotiation at agreed time(s) and location(s). All negotiations are confidential and will be treated as settlement negotiations. Any matter not resolved through direct negotiations within 30 days shall be resolved exclusively by final and binding arbitration, conducted in the capital city of the state where Customer has its principal place of business (or some other location mutually agreed); pursuant to the Commercial Arbitration Rules of the American Arbitration Association; and, governed by the Federal Arbitration Act, to the exclusion of state law inconsistent therewith. The parties will agree upon one (1) Arbitrator to settle the controversy or claim. The successful or substantially prevailing party in any proceeding, including any appeals thereof (as determined by the Arbitrator/court) shall recover all of its costs and expenses including, without limitation, reasonable attorney fees, witness fees and discovery costs, all of which shall be included in and as a part of the judgment or award rendered hereunder. This provision for Arbitration is specifically enforceable by the parties; the Arbitrator shall have no power to vary or ignore the provisions hereof; and, the decision of the Arbitrator in accordance herewith, may be entered in any court having jurisdiction thereof. Customer acknowledges that, with respect to all such disputes, it has voluntarily and knowingly waived any right it may have to a jury trial or to participate in a class action or class litigation as a representative of any other persons or as a member of any class of persons, or to consolidate its claims with those of any other persons or class of persons. If this prohibition against class litigation is ruled to be unenforceable for any reason in any proceeding, then the prohibition against class litigation shall be void and of no force and effect in that proceeding.

MISCELLANEOUS. The parties agree that this Agreement represents the entire agreement between them. In the event Customer issues a purchase order to UniFirst at any time, none of the standard pre-printed terms and conditions therein shall have any application to this Agreement, or any transactions occurring pursuant hereto or thereto. UniFirst may, in its sole discretion, assign this Agreement. Customer may not assign this Agreement without the prior written consent of UniFirst. Customer agrees that in the event it sells or transfers its business, it will require the purchaser or transferee to assume all obligations and responsibilities under this Agreement; provided that such assumption shall not relieve Customer of its liabilities hereunder; and provided further that any failure by a purchaser or transferee to assume this Agreement shall constitute a breach and early termination of this Agreement resulting in the obligation to pay all amounts on account thereof as set forth in this Agreement. Neither party will be liable for any incidental, consequential, special or punitive damages. In no event shall UniFirst's aggregate liability to Customer for any and all claims exceed the sum of all amounts actually paid by Customer to UniFirst. In the event any portion of this Agreement is held by a court of competent jurisdiction or by a duly appointed arbitrator to be unenforceable, the balance will remain in effect. All written notices provided to UniFirst must be sent by certified mail to the attention of the Location Manager. In Texas and certain other locations, UniFirst's business is conducted by, and the term "UniFirst" as used herein means, UniFirst Holdings, Inc. d.b.a. UniFirst.

UniFirst Corporation

Association List

Association MUSTANG PUBLIC SCHOOL OPE Contract Number 0958196

Loc	Cust No	Cust Name	Address	Route
825	1556763	MUSTANG PUBLIC SCHOOL OPE	12400 SW 15TH ST YUKON, OK 73099	69020

Customer Signature _____ Date _____ Initials _____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Assistant Superintendent
Alan Green, Chief Operations Officer

From: Kenny Wilson, Custodial Manager

Board Meeting Date: June 10th, 2024

Contract Vendor: UniFirst Corporation **Time Frame:** 2024-2025 School Year

Amount: $ 5,000.00 **Fund:** 21 **Project:** 034

New Contract: ☑ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Custodial Uniform Service for 2024-2025 School Year.

Existing account [X]

UniFirst

Agreement No. 0992751
Customer No. 1650378

Customer Service Agreement

Company Name (Customer) MUSTANG PUBLIC SCHOOLS
Address 12400 SW 15TH STREET
YUKON, OK 73099
Phone 4058089233

Loc. No.
Route No. 65680
Date 05/13/2024
SIC/NAICS 8299

The undersigned (the "CUSTOMER") orders from UniFirst Corporation and/or UniFirst Holdings, Inc. d.b.a. UniFirst and/or UniFirst Canada LTD. ("UniFirst") the rental service(s) at the prices and upon the conditions outlined:

Merchandise Serviced

Item Description	Unit Weight (Oz.)	Stock Quantity	Weekly Quantity	Non-Stock Quantity	Billing Quantity	Price per Piece	Non-Standard Charge	Total Weekly Service
04MQKU SSPOLO-100%PLY TRICLR WHT MESH	33.77	1	63			0.2622		92.29

Minimum weekly charge applies, equal to 75% of the initial weekly value

Other Charges	Amount
Garment preparation per piece	1.14
Name emblem per piece	
Company emblem per piece	
Direct Embroidery	6.00
Garment Maintenance Program	NO
Loss protection Maint. Program	NO
Linen Maintenance Program	NO
Mat Protection Program	NO

Other Charges	Amount
Non-stock sizes per piece	20.00%
Special cuts per piece	3.00
Restock/Exchange per piece	2.00
Automatic Wiper Replacement	NO
Automatic Linen Replacement	NO
Ongoing Prep Program	NO
Ongoing Emblem Program	NO
DEFE Charge Fixed	5.68
DEFE Sliding Plus	
Energy Charge	2.25

Payment Terms: C.O.D. [ ] E.F.T. [ ] Approved Charge[3] [X]

COMMENTS

Approved charge: CUSTOMER agrees to make payments within 30 days of invoice receipt. A late charge of 1½ % per month (18% per year) for any amount in arrears may be applied. [4]

The undersigned agrees to the attached Customer Service Agreement Terms and attests to have the authority to execute for the named CUSTOMER, and to approve use of any personalization - including logos or brand identities - that has been requested.

Sales Rep: _____ Date _____
Sales Rep (Print Name)

Accepted: [5] _____ Date 5-29-24
Location Manager (Signature)
Brian Hagler
Location Manager (Print Name and Title)

Accepted
CUSTOMER (Signature) Date
CUSTOMER (Print Name and Title)
Email

[1] Out-sizes of otherwise Standard Merchandise are deemed to be Non-Standard Merchandise
[2] Merchandise which is Val-U-Leased is not cleaned by UniFirst
[3] Charge status contingent upon continuing credit worthiness and may be revoked at UniFirst's discretion.
[4] All returned checks and declined credit/debit cards subject to $35 processing fee.
[5] This Agreement is effective only upon acceptance by UniFirst Location Manager

Print & Sign (2) copies on Legal-Size (8½" * 14") paper: [ ] Local UniFirst copy (scanned copy to corporate office) [ ] Customer copy

Form #12534 - Rev 06/21

Customer Service Agreement Terms

REQUIREMENTS SUPPLIED. Customer orders from UniFirst Corp. ("UniFirst") the rental garments and/or other items of the type specified in this Agreement ("Merchandise") and related pickup/delivery and maintenance services (collectively with Merchandise, "Services") for all of Customer's requirements therefor, at the prices and upon the terms and conditions set forth herein. Additional Services requested by Customer, verbally or in writing, will also be covered by this Agreement. All rental Merchandise supplied to Customer remains the property of UniFirst. Customer warrants that it is not subject to, and that this Agreement does not interfere or conflict with, any existing agreement for the supply of the Merchandise or Services covered.

PERFORMANCE GUARANTEE. UNIFIRST GUARANTEES TO DELIVER HIGH-QUALITY SERVICE AT ALL TIMES. All items of Merchandise cleaned, finished, inspected, repaired and delivered by UniFirst will meet or exceed industry standards, or non-conforming items will be replaced by the next scheduled delivery day at no cost to Customer. Items of rental Merchandise requiring replacement due to normal wear and tear will be replaced at no cost to Customer, save for any applicable personalization and setup charges.

Customer expressly waives the right to terminate this Agreement during the initial term or any extension thereof for deficiencies in the quality of Services unless: (1) complaints are first made in writing to UniFirst which set forth the precise nature of any deficiencies; (2) UniFirst is afforded at least 60 days to correct any deficiencies complained of; and (3) UniFirst fails to correct those deficiencies complained of within 60 days. In the event Customer complies with the foregoing and UniFirst fails to correct such deficiencies, Customer may terminate this Agreement by written notice to UniFirst, providing that all previous balances due to UniFirst have been paid in full and that all other conditions to terminate have been satisfied. Any delay or interruption of the Services provided for in this Agreement by reason of acts of God, fires, explosions, strikes or other industrial disturbances, or any other cause not within the control of UniFirst, shall not be deemed a breach or violation of this Agreement.

TERM AND RENEWAL. This Agreement is effective when signed by both the Customer and UniFirst Location Manager and continues in effect for ~~60 months~~ 12 month after installation of Merchandise (for new customers) or any renewal date. This Agreement will be renewed automatically and continuously for multiple successive ~~60-month~~ 12 month periods unless Customer or UniFirst gives written notice of non-renewal to the other at least 90 days prior to the next expiration date.

PRICES AND PAYMENTS. Prices are based on 52 weeks of service per year. Any increase(s) to Service Frequency could result in additional charges. On an annual basis, the prices then in effect will be increased by the greater of the annual percent increase in the Consumer Price Index - All Urban Consumers, Series ID: CUURO000SAG, other goods and services, or by 5%. Additional price increases and other charges may be imposed by separate written notice or by notation on Customer's invoice. Customer may, however, decline such additional increases or charges by notifying UniFirst in writing within 10 days after receipt of such notice or notation. If Customer declines said additional price increases, UniFirst may terminate this Agreement. Customer also agrees to pay the other charges and minimum weekly charge herein specified. Charges relating to a wearer leaving Customer's employ can be terminated by (1) giving notice thereof to UniFirst and (2) returning or paying for any missing Merchandise issued to that individual. Any Merchandise payments required pursuant to this Agreement will be at the replacement price(s) then in effect hereunder. If an authorized Customer representative is not available to receive and acknowledge delivery of Merchandise, Customer authorizes UniFirst to make delivery and assumes responsibility for related charges/invoices.

If Customer fails to make timely payment, UniFirst may, at any time and in its sole discretion, terminate this Agreement by giving written notice to Customer, whether or not UniFirst has previously strictly enforced Customer's obligation to make timely payments. Customer agrees to pay, and will pay, all applicable sales, use, personal property and other taxes and assessments arising out of this Agreement.

DEFE CHARGE. Customer's invoices may also include a DEFE charge to cover all or portions of certain expenses including:
D = DELIVERY, or expenses associated with the actual delivery of Services and Merchandise to Customer's place of business, primarily Route Sales Representative commissions, management salaries, vehicle depreciation, equipment maintenance, insurance, road use charges and local access fees.
E = ENVIRONMENTAL, or expenses (past, present and future) UniFirst absorbs related to wastewater testing, purification, effluent control, solids disposal, supplies and equipment for pollution controls and energy conservation and overall regulatory compliance.
F = FUEL, or the gas, diesel fuel, oil and lubricant expenses associated with keeping UniFirst's fleet vehicles on the road and servicing its customers.
E = ENERGY, primarily the natural gas UniFirst uses to run boilers and gas dryers, plus other local utility charges.

MERCHANDISE. Customer acknowledges and agrees to notify all employees that Merchandise supplied is for general occupational use and, except as expressly specified below, affords no special user protections. Customer further acknowledges that: (1) Customer has unilaterally and independently determined and selected the nature, style, performance characteristics, number of changes and scope of all Merchandise to be used and the appropriateness of such Merchandise for Customer's specific needs or intended uses; (2) UniFirst does not have any obligation to advise, and has not advised, Customer concerning the fitness or suitability of the Merchandise for Customer's intended use; (3) UniFirst makes no representation, warranty or covenant regarding the performance of the Merchandise (including without limitation Flame Resistant and Visibility Merchandise); and (4) UniFirst shall in no way be responsible or liable for any injury or harm suffered by any Customer employees while wearing or using any Merchandise. Customer agrees to indemnify and hold harmless UniFirst and its employees and agents from and against all claims, injuries or damages to any person or property resulting from Customer's or Customer's employee use of the Merchandise, whether or not such claims, injuries or damages arise from any alleged defects in the Merchandise.

Flame Resistant ("FR") Merchandise supplied hereunder is intended only to prevent the ignition and burning of fabric away from the point of high heat impingement and to be self-extinguishing upon removal of the ignition source. FR items will not provide significant protection from burns in the immediate area of high heat contact due to thermal transfer through the fabric and/or destruction of the fabric in the area of such exposure. FR items are designed for continuous wear as only a secondary level of protection. Primary protection is still required for work activities where direct or significant exposure to heat or open flame is likely to occur.

Visibility Merchandise is intended to provide improved conspicuity of the wearer under daylight conditions and when illuminated by a light source of sufficient candlepower at night. It is Customer's responsibility to determine the level of conspicuity needed by wearers under specific work conditions. Further, Customer agrees that Visibility Merchandise alone does not ensure conspicuity of the wearer and that additional safety precautions may be necessary. The Visibility Merchandise supplied satisfied particular ANSI/ISEA standards only when they were new and unused and only if so labeled. Customer acknowledges that usage and laundering of Visibility Merchandise may adversely affect its conspicuity.

Healthcare/Food-Related Customer acknowledges that: (1) UniFirst does not guarantee or warrant that the Merchandise selected by Customer or that processed garments delivered by UniFirst will be appropriate or sufficient to provide a hygienic level adequate for individual Customer's needs; and (2) optional poly-bagging* is recommended to reduce the risk of cross-contamination of Merchandise, and the failure to utilize such service may adversely affect the efficacy of UniFirst's hygienic cleaning process. (* Poly-bag services incur additional charges.)

If any Merchandise supplied hereunder is Merchandise that: (1) UniFirst does not stock for whatever reason (including due to style, color, size or brand); (2) consists of non-UniFirst manufactured or customized FR Merchandise; or (3) consists of Merchandise that has been permanently personalized (in all cases known as "Non-Standard Merchandise"), then, upon the discontinuance of any Service hereunder at any time for any reason, including expiration, termination, or cancellation of this Agreement, with or without cause, deletion of any Non-Standard Merchandise from Customer's Service Program, or due to employee reductions (in each case a "Discontinuance of Service"), Customer will purchase at the time of such Discontinuance of Service all affected Non-Standard Merchandise items then in UniFirst's inventory (in-service, shelf, as well as any manufacturer's supplies ordered for Customer's use), paying for same the replacement charges then in effect.

Customer agrees not to contaminate any Merchandise with asbestos, heavy metals, solvents, inks or other hazardous or toxic substances ("contaminants"). Customer agrees to pay UniFirst for all Merchandise that is lost, stolen, damaged or abused beyond repair. As a condition to the termination of this Agreement, for whatever reason, Customer will return to UniFirst all standard Merchandise in good and usable condition or pay for same at the replacement charges then in effect.

OBLIGATIONS AND REMEDIES. If Customer breaches or terminates this Agreement before the expiration date for any reason (other than for UniFirst's failure under the performance guarantee described above), Customer will pay UniFirst, as liquidated damages and not as a penalty (the parties acknowledging that actual damages would be difficult to calculate with reasonable certainty) an amount equal to 50 percent of the average weekly amounts invoiced in the preceding 26 weeks, multiplied by the number of weeks remaining in the current term. These damages will be in addition to all other obligations or amounts owed by Customer to UniFirst, including the return of Standard Merchandise or payment of replacement charges, and the purchase of any Non-Standard Merchandise items as set forth herein.

This Agreement shall be governed by Massachusetts law (exclusive of choice of law). If a dispute arises from or relates in any way to this Agreement or any alleged breach thereof at any time, the parties will first attempt to resolve the claim or dispute by negotiation at agreed time(s) and location(s). All negotiations are confidential and will be treated as settlement negotiations. Any matter not resolved through direct negotiations within 30 days shall be resolved exclusively by final and binding arbitration, conducted in the capital city of the state where Customer has its principal place of business (or some other location mutually agreed); pursuant to the Commercial Arbitration Rules of the American Arbitration Association; and, governed by the Federal Arbitration Act, to the exclusion of state law inconsistent therewith. The parties will agree upon one (1) Arbitrator to settle the controversy or claim. The successful or substantially prevailing party in any proceeding, including any appeals thereof (as determined by the Arbitrator/court) shall recover all of its costs and expenses including, without limitation, reasonable attorney fees, witness fees and discovery costs, all of which shall be included in and as a part of the judgment or award rendered hereunder. This provision for Arbitration is specifically enforceable by the parties; the Arbitrator shall have no power to vary or ignore the provisions hereof; and, the decision of the Arbitrator in accordance herewith, may be entered in any court having jurisdiction thereof. Customer acknowledges that, with respect to all such disputes, it has voluntarily and knowingly waived any right it may have to a jury trial or to participate in a class action or class litigation as a representative of any other persons or as a member of any class of persons, or to consolidate its claims with those of any other persons or class of persons. If this prohibition against class litigation is ruled to be unenforceable for any reason in any proceeding, then the prohibition against class litigation shall be void and of no force and effect in that proceeding.

MISCELLANEOUS. The parties agree that this Agreement represents the entire agreement between them. In the event Customer issues a purchase order to UniFirst at any time, none of the standard pre-printed terms and conditions therein shall have any application to this Agreement, or any transactions occurring pursuant hereto or thereto. UniFirst may, in its sole discretion, assign this Agreement. Customer may not assign this Agreement without the prior written consent of UniFirst. Customer agrees that in the event it sells or transfers its business, it will require the purchaser or transferee to assume all obligations and responsibilities under this Agreement; provided that such assumption shall not relieve Customer of its liabilities hereunder; and provided further that any failure by a purchaser or transferee to assume this Agreement shall constitute a breach and early termination of this Agreement resulting in the obligation to pay all amounts on account thereof as set forth in this Agreement. Neither party will be liable for any incidental, consequential, special or punitive damages. In no event shall UniFirst's aggregate liability to Customer for any and all claims exceed the sum of all amounts actually paid by Customer to UniFirst. In the event any portion of this Agreement is held by a court of competent jurisdiction or by a duly appointed arbitrator to be unenforceable, the balance will remain in effect. All written notices provided to UniFirst must be sent by certified mail to the attention of the Location Manager. In Texas and certain other locations, UniFirst's business is conducted by, and the term "UniFirst" as used herein means, UniFirst Holdings, Inc. d.b.a. UniFirst.

UniFirst Corporation

Association List

Association MUSTANG PUBLIC SCHOOLS Contract Number 0992751

Loc	Cust No	Cust Name	Address	Route
825	1650378	MUSTANG PUBLIC SCHOOLS	12400 SW 15TH STREET YUKON, OK 73099	65680

Customer Signature _____ Date _____ Initials _____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Heather Wiggins, Director of Student Assistance

Date: 5/2/24

Contract Vendor: Youth & Family Services **Time Frame:** 24-25 School Year

Amount: $ 1,500.00 **Fund:** 11 **Project:** 048

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

This memo is to requet the approval to continue our contract with Youth and Family Services for the 24-25 school year. This agreement is to provide services for drug and alcohol awareness, independent living skills, group counseling through Journey of Hope, suicide awareness, and other services as needed.

Youth & Family Services
Services Agreement and Financial Contract
FY 24/25

Comes now **Mustang Public School System,** Mustang, Oklahoma (hereafter called "School", and Youth & Family Services, Inc., a non-profit, 501(c)(3) Corporation and agrees as follows:

1. The School recognizes that Students may have a need for individual, group, and family counseling services; that there is a general benefit to the school to provide Students with educational or support groups and/or counseling in the areas of school truancy, teen pregnancy, teen suicide, school problems, family problems, drug and alcohol problems, crisis intervention, social skills, anti-bullying services and trauma awareness and recovery. The school agrees to allow Youth & Family Services, Inc. a non-profit organization to provide services as defined in this paragraph, or other agreed upon topics.

2. Youth & Family Services Inc. agrees to provide the services defined in Paragraph 1 within the Agencies discretion, availability and personnel capacity. Services provided include individual or group counseling in the student's school, referrals are accepted from the student, teacher, counselor, principal, parent or guardian. Counseling services will be available to grades Pre- K through 12th grade.

3. The group services available may include social skills, trauma recovery, drug and alcohol awareness, basic living skills, or other groups as determined by Youth & Family Services, Inc., dependent upon school availability, availability of Youth & Family Services, Inc. Staff and other necessary resources. Group curriculum utilized may include but not be limited to The Journey of Hope©. Services may be provided by non-licensed staff, practicum or intern students. All staff is supervised by a Licensed Mental Health Professional.

4. The School will be responsible for gaining permission from parents for participation in Groups offered. A copy of the Parents' permission shall be provided to Youth & Family Services' Inc. staff prior to the Student's participation in the group. Other than communication with Parent or Guardian, School agrees to keep Students participation in Groups confidential.

5. The School agrees to give notice to Youth & Family Services, Inc. of any changes or occurrences that would interrupt the delivery of services and assist with the coordination of those services.

6. Youth & Family Services, Inc. understands that student well-being is important. Confidentiality will be kept according to HIPAA Privacy Practices and laws and rules governing confidentiality. Per Oklahoma child abuse reporting laws, should it become necessary, YFS staff will report suspected child abuse or neglect to the OKDHS hotline, and other appropriate parties.

7. The School recognizes that it has limited funds to provide these services and has determined that its' available funds may be most efficiently administered by contracting for these services with a private organization engaged in similar activities.

8. Youth & Family Services, Inc. being a non-profit organization engaged in similar activities is willing to administer the school funds in accordance with the criteria set forth in this document.

9. Youth & Family Services, Inc. agrees that no funds granted to it by the school will accrue directly or indirectly to the benefit of any private individual.

10. Youth & Family Services, Inc. agrees that it will account to the school for the use of said funds at such time and in such form as it may designate.

11. The School, in consideration of the agreements of Youth & Family Services, Inc. and in accordance with the best interests of the students, hereby contract to provide: **$1,500.00, (One Thousand Five Hundred Dollars)**, to Youth for counseling services described in this document.

Wherefore, for their mutual benefit, both parties hereto execute their signatures and bind themselves in accordance with the terms and conditions set forth herein **for the school year 2024-2025.**

Dated this 17 day of April, 2024.

Youth & Family Services, Inc. **Mustang Public School**

By: _____ **By:** _____

Title: Executive Director **Title:** _____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10th, 2024

Contract Vendor: SLRS **Time Frame:** August 7, 2024 - May 21, 2025

Amount: $ 1,500.00 **Fund:** 11 **Project:** 047

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Provide access to a Sign Language Interpreter to utilize for IEP and 504 meetings for students that are Hearing Impaired. This will be effective for the School Year 2024-2025.

Sign Language Resources Services

If you have questions, do not hesitate to contact Karen Wilson.

Onsite: $340.00 minimum, $170.00 hourly | **Virtual:** $346.00 minimum, $173.00 hourly

EMERGENCY LEGAL: ***Legal Emergency/Urgent orders***
Onsite: $390.00 minimum, $195.00 hourly | **Virtual:** $396.00 minimum, $198.00 hourly

HOLIDAY: ***(New Year, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas)***
Onsite: $426.00 minimum, $213.00 hourly | **Virtual:** $432.00 minimum, $216.00 hourly

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MILEAGE & EXPENSES: Company will be billed each interpreter's mileage to and from the assignment in accordance with the IRS standard mileage reimbursement rate per mile, as well as assignment related expenses incurred, typically parking, tolls, etc.

TRAVEL TIME CHARGES: (interpreter travels 100 miles or more round trip): Assignment sites outside large metropolitans should expect travel time charges. SLRS uses a Google Maps addon to calculate the interpreter's time necessary to travel to the assignment site and back. The booked time will include the entire block of time: (travel to the site + minimum charge (2 hours), and the travel time back). If canceled in less than 24 business hours (see CANCELLATION POLICY), the entire booked time (travel + appointment time) will be charged.

CONFIDENTIALITY: All interpreters are required to keep all assignment related information strictly confidential and to abide by the RID Code of Professional Conduct. All independent contractors have a Business Associate Agreement with SLRS.

NON-COMPETITION & Business Associate Agreement (BAA): The Company will not pursue hiring or contracting with SLRS interpreters directly. Interpreters sent by SLRS must be booked through SLRS. When necessary, the Company will provide SLRS a BAA according to and consistent with HIPAA requirements. The Company is responsible for HIPAA compliance as is required by applicable laws and regulations. SLRS is responsible for compliance with the provisions and obligations set forth in the BAA and by applicable laws and regulations executed by the parties. Each party will only be held responsible or liable for compliance with the requirements of HIPAA or the BAA obligations that apply to them. Neither will be held responsible for complying with the legal and regulatory obligations of the other party.

CANCELLATION POLICY (strictly upheld): SLRS incurs the cost of interpreting services if services are canceled with less than 24 business hours' notice. Assignments canceled less than 24 business hours from the assignment start time will be charged the entire booked time. This includes, but is not limited to, services are not wanted or needed, appointments are rescheduled, the time/date is adjusted, etc. NO EXCEPTIONS. The cancellation policy goes into effect the moment an order is taken by SLRS. Canceling services must be done through SLRS office personnel only (not the interpreter), or by emailing SLRS at contact@SLRSinc.com (retrieved during normal business hours). Office hours can be found at SLRSinc.com/contact.

PAYMENT: Company will not pay or be invoiced from the interpreter. SLRS processes accounts weekly and will send the company an electronic invoice. Payments made by mail will be sent to PO Box 7 Edmond, OK 73083.
SLRS accepts Visa, Master Card, Discover, American Express, PO's and checks. Payment is due upon receipt of invoice, made payable to "SLRS Inc." Company will be charged a $10.00 or 1.5% (whichever is greater and to the extent allowed by law) late fee, per 30 days. Accounts over 120 days will be charged a $50 collection fee and sent to an outside collection agency. $30.00 fee for returned checks or ACH. You can set up recurring credit card payments by calling our office. By signing this agreement, you give SLRS permission to store your credit card information, if provided, on our secure credit card processing platform.

SLRS

Sign Language Resource Services, Inc.

Service Agreement

Company:
Mustang Public Schools

Created: 4/23/24

Billing Dept:

Billing Address:
12400 SW 15 st

Yukon OK 73064

Karen Wilson

Acct #
MUSTANG-2849
AP POC:
Tami Cooper
AP Phone:
405-376-7835
AP Email:
coopert@mustangps.org

Agreement between SLRS- Sign Language Resource Services, Inc., hereafter referred to as "SLRS" and the entity shown above, hereafter referred to as "Company." RATES AND POLICIES ARE SUBJECT TO CHANGE WITHOUT NOTICE. SLRS provides services as requested, and when available. PEAK seasons are January - May and September - Thanksgiving. During these times, interpreters' schedules are typically booked 2 weeks out. Please provide as much notice as possible. We will always attempt to fill last minute requests.

QUANTITY/TEAM: It is the goal of SLRS to provide highly qualified interpreters for each individual request. Typically, an assignment of up to 1.5 hours can be accomplished using 1 interpreter. Most assignments exceeding 1.5 hours of continuous language processing will require 2 interpreters working together as a team. Some assignments will require a team no matter the length based on the information being processed, i.e., legal, and traumatic situations. SLRS will determine the number of interpreters needed per request. In the event SLRS does not provide all necessary interpreters (the Company provides its own teaming interpreter) and for whatever reason the Company's interpreter(s) is late, absent, or is unqualified, the assignment will be canceled, and the Company will be billed the entire booked time.

MINIMUM CHARGE: Applies to all requests, per interpreter. Minimum charge covers requests up to one hundred and twenty (120) minutes or two (2) hours. Bookings which exceed two (2) hours will be billed the minimum charge for the first two (2) hours, and the appropriate hourly rate thereafter.
SHORT NOTICE: An additional $10 per hour ($20 minimum) will be charged for all non-emergency/urgent requests ordered with less than 24 business hours' notice.

SPECIALTY INTERPRETING: An additional amount of $30 per minimum and $15.00 per hour will be added to all rates, per interpreter, where specialized interpreting is necessary. Specialized services include CDI/DI (Deaf interpreter), Tactile, Deaf-Blind, etc.

REGULAR: ***8:00 AM-5:00 PM, Monday-Friday***
Onsite: $170.00 minimum, $85.00 hourly | **Virtual:** $176.00 minimum, $88.00 hourly

AFTER HOUR: ***5:00 PM-8:00 AM, Monday-Friday, weekends***
Onsite: $256.00 minimum, $128.00 hourly | **Virtual:** $262.00 minimum, $131.00 hourly

LEGAL: ***8:00 AM- 5:00 PM, Monday-Friday***
Onsite: $220.00 minimum, $110.00 hourly | **Virtual:** $226.00 minimum, $113.00 hourly

AFTER HOUR LEGAL: ***5:00 PM-8:00 AM, Monday-Friday, weekends***
Onsite: $330.00 minimum, $165.00 hourly | **Virtual:** $336.00 minimum, $168 hourly

EMERGENCY/URGENT: ***After hours or urgent no-notice requests***

SLRS

Sign Language Resource Services, Inc.

Service Agreement

Each party represents and warrants to the other that it is not excluded from participation in any Federal Health Care Programs; debarred, suspended, or otherwise excluded from participating in any other federal or state procurement or non-procurement program or activity; or designated a Specially.

Designated National or Blocked Person by the Office of Foreign Asset Control of the U.S. Department of Treasury. Each party further represents and warrants that to the party's knowledge, there are no pending or threatened governmental investigations that may lead to such exclusion. Each party shall notify the other in writing upon the commencement of any such exclusion or investigation immediately upon receiving first notice of such exclusion or investigation. Each party shall have the right to terminate this Agreement immediately upon learning of any such exclusion and shall be kept informed of the status of any such investigation.

Either party may cancel this agreement at any time without cause by providing 10 days' written notice to the other party. By signing below, the Company Representative, being a person of authority representing Company and with the authority to carry out compliance of these terms, has read and understands the above defined rates, policies & procedures and will abide by them as outlined.

_____

Company Representative Signature print name, and title Date

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: 4-20-24

Contract Vendor: Nikki Keck, TVI, COMS **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 30,000.00 **Fund:** 11 **Project:** Proj 047 & 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

This continuing contract provides educational consultant services of students who present needs in the area of: visual impairment. The attached contract covers services from 7-1-24 to 6-30-25.

If you have any questions, please do not hesitate to contract Dr. Karen Wilson

DocuSign Envelope ID: 97F6A2B3-A25F-4FB9-B41A-0D7711E8214B

Contract Agreement

This agreement is established between Mustang Public Schools and Visual Senses (a consulting firm owned by April "Nikki" Keck), educational consultants. It is mutually agreed that Mustang Public Schools will pay Nikki Keck for specialized services as follows:

> Consultation and assistance to educational staff with duties relating to the provision of special education for students who present a visual impairment – such services may include, but not be limited to, the review and study of education/confidential records, participation in IEP meetings and other staffings, completing of forms/reports, classroom observations, functional assessments, direct intervention, procurement of materials, assistive technology recommendations, team member contact, progress monitoring of student programs, and Orientation and Mobility training/consultation.

The fee for these services is agreed upon at $70 per hour with time billed at 15 minute minimums. Fees are calculated from starting points of origin to site of service (Mustang) and return to point of origin.

To achieve these purposes, the following general provisions apply:

1. The scope of these services will be determined by the LEA team.
2. Consultation may include review of/access to individual student records as deemed necessary by the LEA team. Nikki Keck and any affiliations hereby agree to abide by all state and federal laws and district policies regarding confidentiality and other procedural safeguards.
3. A monthly itemized billing will be furnished by Nikki Keck to Mustang Public Schools following rendering of services. ***Payment shall be remitted within 30 days of date of statement to Nikki Keck, PO Box 204, Blanchard, OK 73010.***
4. If scheduled meetings or consults are canceled for any reason, a reasonable notice or 24 hours must be given to Nikki Keck or servicing consultant. A one hour minimum plus drive time will be charged for lack of notice.
5. This agreement may be modified at any time by mutual consent of both parties. Services may be canceled by either party, if a request is put in writing, giving thirty (30) day notice.
6. Mustang Public Schools declares that there are no current litigations, due processes, or any other legal actions involving any of the current students being served with a visual impairment that Nikki Keck and/or Visual Senses consultants will be servicing.
7. This agreement becomes effective when the proper signatures are affixed below.

This agreement shall expire on June 30, 2025 unless reviewed and renewed by both parties prior to that date.

Authorized Representative	***Date***
Mustang Public Schools	
DocuSigned by: Nikki Keck EA5E0878F4E484...	4/14/2024
Nikki Keck, TVI, COMS	***Date***
Certification # 187290 EXP: 6/30/2028	
National O&M # 4086 EXP: 9/30/2026	

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services KW

Date: June 10, 2024

Contract Vendor: MultiLingual Communication Services LLC **Time Frame:** August 7, 2024 - May 21, 2025

Amount: $ 650.00 **Fund:** 11 **Project:** 047

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

This agreement entered into by and between MultiLingual Communication Services LLC and Mustang Public Schools. MultiLingual Services will provide the following service(s):
Foreign language oral interpretation services. Scheduled date(s) and time(s) is(are): To be scheduled as needed at the rate of $65 for per hour Spanish Interpretation and $75 per hour for other languages plus maximum allowable IRS mileage rate. (Please see attached Agreement for details.)

If you have any questions, please do not hesitate to contract Dr. Karen Wilson.

AGREEMENT

WHEREAS, an interpreter is need to provide services to parents and teachers.

WHEREAS, MultiLingual Communication Services, LLC will provide services to Mustang Public Schools parents and teachers.

NOW, therefore in consideration of the mutual covenants set out below, the parties agree as follows:

This agreement entered into by and between MultiLingual Communication Services, LLC and Mustang Public Schools.

RESPONSIBILITIES AND SCOPE OF WORK

Multilingual will provide the following service (s):

Foreign language oral interpretation services. Scheduled date (s) and times (s) is (are) to be scheduled as needed.

ALLOWABLE COST AND PAYMENT

Mustang Public Schools agrees to pay $65 per hour for Spanish Interpretation and $75 per hour for other languages plus maximum allowable IRS mileage rate as MultiLingual's fee for the above service (s). The minimum billable time is one (1) hour.

If Mustang Public Schools cancels or withdraws any portion of the item (s), described in paragraph 1, less than twenty four (24) hours prior to assignment, Mustang Public Schools will incur a charge of 100% of the fee specified above, including mileage if applicable. Cancellation made more than 24 hours prior to assignment will not incur charges.

The due dates for payment of fees and costs under this Agreement shall be the date (s) specified in this Agreement, provided that if no date is specified, the due date shall be the date of MultiLingual's billing for the fees or costs. Any payment foro fees or costs not received by MultiLingual within 30 days of the due date will be deemed late and shall be subject to a 1.5% per month late charge. Mustang Public Schools agrees to be responsible for MultiLingual's costs in collecting late payments due from Mustang Public Schools, including reasonable attorney's fees.

SPECIAL PROVISIONS

The parties agree that MultiLingual is working under this contract as a private entity and its interpreters are not employees of Mustang Public Schools and therefore not entitled to any employee benefits such as annual or sick leave, medical or life insurance, etc.

MultiLingual agrees to comply with all State and Federal law and regulations that are applicable to this agreement.

This contract does not include written translation services. Any written translation services supplied by MultiLingual will be charge at MultiLingual's regular rates. A quote could be provided for approval.

TERMS OF CONTRACT AND RENEWAL

The terms of this agreement shall begin ~~May 18, 2024~~ July 1, 2024 to May 17, 2025.

It is agreed that Mustang Public Schools may terminate this Agreement at any time before the end of the fiscal year for any reason after giving MultiLingual a 30-day written notice of termination. It is further agreed that Mustang Public Schools may terminate this Agreement immediately if MultiLingual fails to provide services in accordance with the Agreement or in any way breaches any of the provisions of this Agreement.

Approved by the Mustang Public Schools on the _____ day of _____, 2024

Bivian Wood Date: 4-24-24 _____ Date: _____

Bivian Wood

MultiLingual Communication Services

8101 N.W. 10th Street, Suite B

Oklahoma City, OK 73127

Cell: 405-664-1954

bwood@multilingualservice.com

Mustang Public Schools

12400 S.W. 15th Street

Yukon, OK 73099

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10, 2024

Contract Vendor: Educational Diagnostic Testing Services, L **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 50,000.00 **Fund:** 11 **Project:** 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

provide educational consultant services of students of present needs in the areas of: psycho-educational assessments, functional behavior assessments and behavior intervention plans.

Educational Diagnostic Testing Services, LLC

If you have any questions, please do no hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Certified School Psychologist
2024-2025

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. I069 of CANADIAN COUNTY, OKLAHOMA,** (hereinafter referred to as **"MUSTANG"**) and **Educational Diagnostic Testing Services, LLC.,** (hereinafter referred to as **"EDTS"**) as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **July 1, 2024,** through **June 30, 2025**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, EDTS shall work under the direct supervision of the Director of Student Services and agrees to provide the following services when and if requested by MUSTANG:

1. Evaluate students' needs or continuing needs for special education services by:
    a. Examining RtI data provided by school personnel,
    b. Examining previous or outside records and/or reports,
    c. Administer all needed psycho-educational assessments to include the essential components of dyslexia evaluation, compliant with IDEA when referred,
2. Provide written report documenting assessments and review of relevant data and records, and
3. Complete all State required documents needed for Eligibility or Review Meeting in Edplan.

All contracted services shall be performed by the associates of EDTS, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. MUSTANG may at any time request credentialing, licensing and/or certification documentation from EDTS, which documentation shall be immediately provided by EDTS. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: EDTS shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of:

a) Psychological/Educational Evaluations - Contract price for a standard psycho-educational evaluation of $600, which includes a cognitive and achievement component, and $50 charge for eligibility meeting.

b) Additional evaluation components (outside the standard battery) are, defined as beyond the cognitive and/or achievement battery, billed as follows:

(1) Additional assessment components (adaptive, perceptual, oral language) at a rate of an additional $100;

(2) Psychological or social-emotional assessments at a rate of an additional $350;

(3) Autism evaluations would be a total rate of $750.00 and EDTS would be available to attend those meetings in person;

(4) Psychological Review/Consultation services are $50 per report for compliance review and $100 per report for reviewing and meeting on eligibility;

(5) Functional Behavior Assessments (FBA)/Behavior Intervention Plan (BIP) component at a rate of a base $250 for the first meeting with teacher and Site Principal to determine behavior/data collection process, each additional hour of analysis and report writing at a rate of $100 per hour;

(6) Dyslexia evaluation which meets the OSDE Guidance, as outlined in the Dyslexia Handbook of Oklahoma issued July 1, 2019, to include areas of Phonological Processing, Phonological Memory, Decoding, and Oral Reading Fluency, but not be limited to at a rate of $300, for this additional component of an SLD battery

(7) Special education services, such as, but not limited to, serving as a building site School Psychologist assignment, for a specified duration, at a rate of $60/per hour.

The billing will specifically identify the student referred by Mustang, the Mustang representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow MUSTANG to identify, without further inquiry, the propriety and validity of the billing. EDTS shall submit billing statements on the last working day of each month. Invoices will be paid by mail after approval at the school board meeting following the bill being received and processed.

MUSTANG shall not be liable for any costs, expenses, or services of EDTS pertaining to the contracted services except for the compensation herein set forth. All protocols and testing supplies are the responsibility of Mustang Public Schools.

EDTS hereby understands that no payment of state or federal taxes will be made by MUSTANG. EDTS is responsible for the payment of all income taxes. MUSTANG will not provide any insurance benefits.

EDTS and MUSTANG shall, at the request of MUSTANG, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. EDTS shall keep and maintain records sufficient to enable such review. In addition, MUSTANG may, at any time, conduct a review and/or audit of the services provided by EDTS.

COMPLIANCE WITH STATE AND FEDERAL LAWS: EDTS shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

EDTS shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of EDTS, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of MUSTANG, to be on the premises of EDTS during the performance of any contracted service, to work with or be around or in the presence of MUSTANG students, or to have access to any record of any kind related to MUSTANG students.

STUDENT RECORDS: Upon referral, MUSTANG shall make available to EDTS only such information as is relevant to the services to be performed. EDTS shall not release or disclose any information regarding any student referred by MUSTANG to third parties without the express written consent of MUSTANG, the express written consent of a custodial parent or legal guardian of the student, or a court order.

All protocols and any testing product created in the act of evaluations will be rendered to MUSTANG at the time of submission of written report. MPS will be responsible for maintaining the privacy and responsibility of storing these records for the length time in accordance with federal guidelines.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, EDTS, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with MUSTANG. The means of carrying out the contracted professional services herein required shall be within the professional discretion of EDTS provided, however, EDTS shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: EDTS shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of EDTS, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of EDTS.

LIABILITY INSURANCE: EDTS herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of $100,000.00 per occurrence insuring EDTS, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of EDTS, for any and all liability, injury and damages, of any kind or nature, to MUSTANG, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of EDTS, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of EDTS. A copy of such policy shall be provided to MUSTANG upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Tamara Schrick

Charles Bradley, Superintendent

Educational Diagnostic Testing Services, LLC.

PRESIDENT, Mustang Board of Education

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

Contract Approval Memo

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: 4-29-24

Contract Vendor: Canadian County Health Department **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $28,800.00 **Fund:** 11 **Project:** Proj 047

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

This memo is to request the approval of a continuing agreement between the Canadian County Health Department (CCHD) and Mustang Public Schools to perform the services as a part of the "Autism Toddler Replication Program" (Replication of Early Foundations: Autism Model and Outreach Project), a joint venture by the parties to provide services through the Canadian County Sooner Start program to children birth-3 years identified as children with suspected or identified Autism Spectrum Disorder. The attached contract is effective from July 1, 2024 through June 30, 2025.

If you have any questions, please do not hesitate to contract Dr. Karen Wilson

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is entered into by and between the Canadian County Health Department, (CCHD), and Mustang Public Schools, (RPS), jointly, "parties".

Purpose of the Agreement: The purpose of this agreement is to perform the services listed below as part of the "Autism Toddler Replication Program" (Replication of Early Foundations: Autism Model and Outreach Project), a joint venture by the aforementioned parties to provide services through the Canadian County Sooner Start program to children birth-3 years identified as children with suspected or identified Autism Spectrum Disorder. Also, to negotiate terms pertaining to the use of space, utilities, telephone and internet within the El Reno First Steps and purchase of consumable supplies to include snacks.

Agreement Period: The agreement is to be effective on July 1, 2024 and will remain in effect until June 30, 2025. Any modifications to this agreement, including but not limited to extensions and renewals, shall be valid only if the change is made by mutual agreement and approved in writing by an authorized official of each party directly impacted by the modification.

Terms of Agreement:

Duties of the CCHD include:

1. Provide a Program Coordinator for the Early Foundations Program who will be available to the Early Foundations Program for a minimum of 4 hours per day. The Program Coordinator will be an employee of the Oklahoma State Department of Health (OSDH).

2. Early Foundation Program will provide materials, toys, supplies and furniture necessary to implement and maintain the Early Foundations Program, including, if necessary, computer equipment and related software.

3. CCHD will hire and train teaching assistants for each child. The teaching assistants will be trained in the Early Foundations model and will receive training in confidentiality procedures including Family Educational Rights and Privacy Act (FERPA) and Health Insurance Portability and Accountability Act (HIPAA).

4. Keep accurate records of attendance and programming in the Early Foundations Program.

5. Keep accurate records of child objectives and activities designed to attain child objectives (i.e. individual program development, data collection, etc.)

6. Program will provide home visits to children participating in the Early Foundations Program and related parent support services.

Duties of Mustang Public Schools include:

1. Mustang Public Schools will pay a monthly fee of **$1,200.00 per child (not to exceed 2 children)** and not to exceed the total contract cap of $28,800.00 a contract year provided that:
   a. The child resides in their School District; and
   b. The IEP team from that school determines that placement in the Early Foundations Program is appropriate for said child.

Use of El Reno First Steps: CCHD, EFP, and associated schools affirmatively represent that each will comply with those policies and procedures relating to discipline and to the conduct and performance of educational activities on the premises of El Reno First Steps.

Liability: Parties are responsible for their own negligent and intentional acts and omissions under this agreement and each party indemnifies the other parties against any liability, damages, losses or expenses arising from the other parties' responsibilities hereunder.

Confidentiality: Parties agree that any obvious or identified confidential or proprietary information, including but not limited to medical/educational records and/or financial records, will be kept confidential and shall not be disclosed to any third party without specific written permission from the other party, or as otherwise required under state or federal law and/or regulation, or valid court order. Procedures for FERPA and HIPAA will be followed by all parties.

Cancellation: This agreement is subject to termination upon thirty (30) days written notice by either party. Either party may terminate this agreement immediately upon written notice to the other party in the event of a material breach of this agreement.

Signatures:

Canadian County Health Department



Administrator
Date: 4/25/24

Mustang Public Schools

_____
Board President
Date: _____

Approved:

_____
County Commissioner

_____
County Commissioner

_____ Date: _____
County Commissioner

Attest:

_____
County Clerk Date: _____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10th, 2024

Contract Vendor: Oklahoma Hearing Solutions, LLC **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 1,000.00 **Fund:** 11 **Project:** 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Provide Audiology Services for the School Year 2024-2025.

Oklahoma Hearing Solutions, LLC (DBA: Fine Hearing Care)

If you have questions, do not hesitate to contact Karen Wilson.

Fine Hearing Care
Come home for your hearing healthcare

Hearing Solutions

Oklahoma Hearing Solutions
Public School Audiology Service Contract

April 8, 2024

Mustang Public Schools
909 S. Mustang Rd.
Mustang, OK 73064

Re: Audiological Services for the 2024-2025 school year

To Whom It May Concern
Enclosed you will find the proposed Audiology Service Contract for the 2024-2025 school year. Please sign the original and return it at your earliest convenience. You are more than welcome to email them as well.

Our audiology staff is experienced in the utilization of assistive listening devices such as FM Units, Auditory Trainers and Soundfield amplification. Upon request, we can test individuals with challenges using two audiologists at no additional cost. We are also available to assist you with IEP matters involving your hearing-impaired students, their families, and their teachers. We are contracted with most private insurance companies and can provide hearing aid dispensing and fitting services billed through those insurance companies if needed.

We consider it an honor to serve your district with the best hearing healthcare service available. For your added convenience, we have two locations to better serve you. Fine Hearing Care is located in Edmond at 2405 S. Bryant Ave. Suite 100 Edmond, OK 73013 and Hearing Solutions is located at 1601 Health Center Pkwy Bldg #800 Yukon, OK 73099. We are able to see your students at either of our locations. If you have any questions or comments regarding this matter, please contact Jill Laxton at jill.laxton@finehearingcare.com or at 405-340-9191. We look forward to serving you and your students.

Sincerely,

Jill Laxton
Business Manager

AUDIOLOGY SERVICE CONTRACT
FOR THE MUSTANG PUBLIC SCHOOL DISTRICT

Oklahoma Hearing Solutions is proposing the following audiological service contract for the 2024-2025 school year in the Mustang School District.

These services may include:

♦ Hearing Evaluation (in our office)	$ 60.00
♦ Hearing Aid Evaluation	$ 60.00
♦ Hearing Aid Evaluation (on-site) **	$ 90.00
♦ Central Auditory Processing (CAP) Evaluation	$175.00
♦ Otoacoustic Emissions (OAE)	$ 30.00
♦ Tympanometry	$ 15.00
♦ FM Unit Fitting	$ 75.00
♦ FM Unit / Equipment Check	$ 30.00 per unit
♦ Earmolds	$ 65.00
♦ Hearing Aid Repairs (with 6 month warranty)	Cost + 30%
♦ Equipment Repair and/or Parts	Cost + 30%
♦ Hearing Aid Accessories and/or Parts	Cost + 30%
♦ In-service Training / Consultation **	$ 75.00 per hour
♦ Additional Visits with Students **	$ 75.00 per hour

** Mileage added for on-site services at the rate of $ .45 per mile

Other services, equipment, and/or products are available with pricing upon request.

The effective dates of this agreement are July 1, 2024 to June 30, 2025. Should any invoice be left unpaid in excess of 60 days, it will be subject to possible finance charges. Either party may cancel this agreement with written notice at any time.

Jill Laxton
Oklahoma Hearing Solutions, LLC
DBA: Fine Hearing Care

4/8/2024
Date

Name:
Mustang Public Schools

Date

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Mike Barrick, Director of Behavior Support Programs

Date: 5/2/24

Contract Vendor: House Of Healing **Time Frame:** 24-25 School Year

Amount: $ 6,000.00 **Fund:** 11 **Project:** 042

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

This memo is to request the approval to continue our contract with House of Healing for the 24-25 school year. This agreement between House of Healing and Mustang Public Schools to perform the services of for the Equine Experience. House of Healing will provide training to district students selected by the Behavior Support Department. House of Healing will provide horses and ohter required equipment for district students to participate in the education, horseback riding, and other equine assisted activities. House of Healig will provide a 2 hour session weekly per gorup for ten weeks in the Fall and 10 weeks in the Spring.

SERVICE AGREEMENT

THIS SERVICE AGREEMENT ("Agreement") is entered into and dated this 2nd day of May, 2024, by and between Mustang Public School District I-069 of Canadian County, a/k/a Mustang Public Schools, 12400 SW 15th St, Yukon, Oklahoma 73099 ("District") **AND** House of Healing, Inc., 7300 Britton Road NE El Reno, Oklahoma 73036 ("HOH"). District and HOH agree as follows:

- **Purpose:** HOH has the necessary qualifications, experience, equipment, and abilities to provide equine assisted activities to certain Mustang Public School students considered at-risk enrolled in District. District believes that its students will benefit from the services to be provided by HOH.
- **House of Healing Responsibilities:** HOH agrees to do the following:
  - Provide educational and equine assisted activities to designated District Public School Students;
  - Provide training to District students selected for the Equine Experience Program;
  - Provide all horses and other required equipment in order for District's students to participate in the education, horseback riding, and other equine assisted activities, including but not limited to saddles, helmets, and any other necessary safety equipment;
  - Determine which students referred by District are appropriate for participation in the programs;
  - Conduct a 2 hour session weekly per group. Classes may be cancelled due to adverse weather conditions, instructor availability, and damage to facilities or livestock illness/injury. If possible, notification for cancellation of classes should be made twenty-four (24) hours in advance, but no later than two hours prior to scheduled class time.
- **District's Responsibilities:** District agrees to do the following:
  - Identify students to participate in HOH Equine Experience Program.
  - Provide transportation to/from HOH for students and District staff participating in HOH's programs during school hours.
- **Term of Agreement:** The term of this Agreement shall begin on the date of this Agreement and will remain in full force and effect until the completion of District's school year and shall only be effective for days when school is in session. The parties may extend this Agreement by mutual written agreement for subsequent school semesters or year(s). In the event that either party wishes to terminate this Agreement, that party will be required to provide written notice to the other party at least ninety (90) days prior to the proposed date of termination. Except as otherwise provided in this Agreement, the obligations of HOH will terminate upon HOH ceasing to be engaged by District or the termination of this Agreement by District or HOH.
- **Student Disqualification:** Students may be disqualified from participation upon the mutual consent of both parties.

- **Compensation:** For services rendered by HOH as required by this Agreement for Mustang Public School students considered needing support services in Mustang, HOH will offer cycles of 5 and/or 10 weekly sessions during the fall and spring semesters of the 2024-2025 with 8-10 students each.
  Total cost for 10 sessions - $30/stu/sess ~ $3000, 5 sessions ~$1500
  Total owed to House of Healing will be adjusted based on student attendance In the event that District does not comply with the rates, amounts, or payment dates provided in the Agreement, HOH has the right to terminate agreement. If a grant or donation is received during the session by HOH specific for Mustang schools, the cost will be reduced by grant amount received.
- **Capacity/Independent Contractor:** It is expressly agreed that HOH is acting as an independent contractor and not as an employee of District. HOH and the District acknowledge that this Agreement does not create a partnership or joint venture between them, and is exclusively a contract for service. Neither of the parties shall have any right to obligate or bind the other, and neither party shall hold itself out to third parties as having any such right or any authority whatsoever to enter into contracts on behalf of the other. Each of the parties shall meet all of its obligations and responsibilities as an employer to its own employees under any applicable laws, including without limitation those pertaining to taxes, unemployment compensation, or insurance.
- **Notices:** All notices, requests, demands, or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the parties at the addresses listed above or to such other address as any party may from time to time designate.
- **Insurance:** HOH will be required to maintain general liability insurance including coverage for bodily injury and property damage at a level that would be considered reasonable in the industry of HOH based on the risk associated with characteristics of this Agreement. All insurance policies will remain materially unchanged for the duration of this Agreement. HOH shall furnish to district a Certificate of Liability Insurance upon request. The Certificate of Liability Insurance shall require at least ten (10) days' notice to District before cancellation of coverage for any reason. House of Healing will have a current background check on all employees, and volunteers that will be working with students in the program offered. HOH will provide District a copy of background check upon request.
- **Limitation of Liability:** It is understood and agreed that HOH will not be liable to the District, or any agent or associate of the District, for any mistake or error in judgment or for any act or omission done in good faith and believed to be within the scope of authority conferred or implied by this Agreement. The services provided by HOH shall be subject to the Oklahoma Livestock Activities Liability Limitation Act. All students (through their parent or guardian if appropriate) participating in HOH programs shall be required to sign a written statement indicating that they understand the limitation of liability and releasing District and HOH from liability in accordance with the Oklahoma Livestock Activities Liability Limitation Act.

- **Modification of Agreement:** Any amendment or modification of this Agreement or additional obligation assumed by either party in connection with this Agreement will only be binding if evidenced in writing signed by each party or an authorized representative of each party.
- **Assignment:** HOH will not voluntarily or by operation of law assign or otherwise transfer its obligations under this Agreement without the prior written consent of District.
- **Entire Agreement/Amendment:** This Agreement constitutes the entire agreement between the parties and may not be modified, changed, or varied except by a written instrument signed by the parties.
- **Construction:** This Agreement shall be interpreted and construed according to the laws of the State of Oklahoma, and venue for any action arising out of this Agreement shall be in Canadian County, Oklahoma. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.
- **Severability:** In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.
- **Waiver:** The waiver by either party of a breach, default, delay or omission of any of the provisions of this Agreement by the other party will not be construed as a waiver of any subsequent breach of the same or other provisions.

Approved:

House of Healing Equine Experience

Twylla Hester Date: 5/3/24

Twylla Hester EdD CEO
(Print Name and Title)

Approved:

by Mustang Public Schools' Board of Education on _____ day of _____,2024.

Mustang Public Schools

_____ Date: _____

Superintendent

Contract Approval Memo

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services KW

Date: 5-2-24

KW

Contract Vendor: Larry L Mullins, PhD **Time Frame:** ~~May 13 June 30, 2024~~ July 1, 2024 - June 30, 2025

Amount: $10,000.00 **Fund:** 11 **Project:** Proj 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

This memo is to request the approval of a new contract with Larry L. Mullins, PhD for the school year 2024-25. This agreement between Dr. Mullins and Mustang Public Schools to perform the services of: onsite observations, student evaluations, review of educational records, consultations including training, demonstrating, coaching and mentoring activities with school personnel, functional behavior assessments, and program design and development for the district's students with the most severe behavior with cognitive impairments.

If you have any questions, please do not hesitate to contract Dr. Karen Wilson

AGREEMENT

THIS AGREEMENT is entered into on the 13TH day of May, 2024, by and between **INDEPENDENT SCHOOL DISTRICT NO. 09I069 OF CANADIAN COUNTY, OKLAHOMA (hereinafter referred to as "District"),** and **Larry L. Mullins, Ph.D., (1301 Kerry Layne, Edmond, OK. 73034) (hereinafter referred to as "Dr. Mullins").**

RECITALS:

WHEREAS, the District and Dr. Mullins desire to enter into a mutually advantageous service agreement.

WHEREAS, the District seeks during the **2024-2025** school year for Dr. Mullins, as requested, to perform any of the following, including onsite observations, student evaluations, review of education records, consultations including training, demonstrating, coaching and mentoring activities with school personnel, functional behavioral assessments, and program design and development for the district or individual children referred by the school with learning and/or behavioral concerns.

WHEREAS, Dr. Mullins desires to provide the requisite clinical supervision under the terms and conditions of this Agreement and under the compensation arrangements herein provided.

NOW, THEREFORE, the parties agree as follows:

1. Dr. Mullins shall deliver the requested services for District students. Dr. Mullins possesses the requisite certification to perform these services.

2. Dr. Mullins will provide the services subject to the expectations and directions of the District representative or designee.

3. The District's representative shall determine the scope of work and provide general direction under the Agreement. At the request of the District, Dr. Mullins shall provide verbal and/or written reports and verifications to the District on a mutually agreeable schedule and perform other services as may be mutually agreed upon by both parties to the Agreement.

4. In the event that Dr. Mullins is not providing services in accordance with the stated direction provided by the District, the District's representative will contact Dr. Mullins about the District's concerns. In the event that said issues are not resolved, Dr. Mullins will, upon written request by the District, immediately cease providing services in the manner directed by the District. District will not pay and is not responsible for the costs associated with the services being eliminated.

5. Except as provided herein, all wages, taxes, benefits and employment-related expenses associated with Dr. Mullins's duties are the sole responsibility of Dr. Mullins, who is an independent contractor, not an employee of the District.

6. The District agrees to provide adequate space, furniture, and other furnishings as mutually agreed upon by both parties to the Agreement for the implementation of the Agreement.

7. Dr. Mullins will maintain all records, logs and documentation, including progress notes, prepared by him concerning any students in compliance with the Family Educational Rights and Privacy Act (FERPA). Additionally, Dr. Mullins agrees he will not permit any other party to have access to such information without the written consent of the parents of the student(s).

8. The District agrees to pay Dr. Mullins a fee of $175 per hour plus $175 per hour drive time to and from his office to the school site. **If Dr. Mullins fails to submit an itemized invoice to the District within forty-five (45) days of the last day of the month of services, Dr. Mullins forfeits all rights to payment as to the services described in that invoice. However, this deadline shall not apply to services provided during the month of June, which must be invoiced to the District before June 15, 2025.**

9. The total amount payable by the District under this Agreement may be increased upon the mutual agreement of Dr. Mullins and the District.

10. The District will make payment to Dr. Mullins within thirty (30) days of the receipt of Dr. Mullins's itemized invoice.

11. Dr. Mullins agrees to and shall defend, indemnify and hold the District, its officers, administrators, board members, employees, agents, assigns and attorneys harmless 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 his negligent or intentional acts or omissions.

12. Dr. Mullins agrees that prior to entering into this Agreement he has obtained a Professional Liability insurance policy (PL), insuring Dr. Mullins in an amount not less than $1,000,000.00 in the aggregate for any malpractice claims. Dr. Mullins must maintain the required insurance policy at all times while this Agreement is in effect. Dr. Mullins agrees that he will furnish the District with verification of the insurance policy required by this Agreement. If the required insurance policy is cancelled during this school year, Dr. Mullins must immediately notify the District.

13. Further, Dr. Mullins affirms that he is an independent contractor and shall in no event be entitled to any workers compensation coverage from the District.

14. Dr. Mullins will operate in accordance with applicable federal and state laws and regulations and District policies, rules, regulations and applicable guidance.

15. The District and Dr. Mullins agree that student safety is a top priority. In an effort to protect student safety, Dr. Mullins certifies that he has not been convicted of a felony, violent crime or been convicted of any other crime involving moral turpitude. Dr. Mullins must have in his possession, at all times, a current photo ID.

16. Dr. Mullins or the District may choose to discontinue services during the term of this Agreement for any reason with thirty (30) calendar days' written notice. Any such termination of this Agreement by the District may be effectuated by the Superintendent of the District or the Superintendent's designee.

17. No failure or delay in the exercise of any right, remedy, power or privilege hereunder shall operate as a waiver thereof; and no single or partial exercise of any right, remedy, power or privilege hereunder shall preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege. The rights, remedies, powers and privileges herein provided are cumulative and not exclusive of any rights, remedies, powers and privileges provided by law or in equity.

18. THIS CONTRACT IS NOT ASSIGNABLE, AND THE OBLIGATIONS OF THIS CONTRACT MAY NOT BE SUBCONTRACTED OR OTHERWISE DELEGATED TO OTHERS.

IN WITNESS WHEREOF, the District and Dr. Mullins have executed this Agreement on the day and year first above written.

INDEPENDENT SCHOOL DISTRICT NO. __
OF _____ COUNTY, OKLAHOMA

By: _____
Superintendent

"DISTRICT"

_____
Larry L. Mullins, Ph. D.

"Dr. Mullins"

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10, 2024

Contract Vendor: TobiiDynavox **Time Frame:** August 7, 2024 - May 21, 2025

Amount: $ 3,044.70 **Fund:** 11 **Project:** 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

TobiiDynavox provides our special education teachers the access to Boardmaker Plus software for making manipulatives, social stories, visual schedules, tec. for students with special education needs throughout the district.

If you have any questions, please do not hesitate to contact Dr. Karen Wilson.

Tobii Dynavox
2100 Wharton St Ste 400
Pittsburgh, PA 15203

Phone: 1-800-588-4548
Fax: 1-866-585-6260

Boardmaker 7 Organization Quote

Quote Number: Q039338

Expiration Date: 08/07/2024

Sales Consultant: Brittany Kraft
Phone: (281) 384-7119
Email: brittany.kraft@tobiidynavox.com

Contact Name: Meg Corn
Phone: 405-376-7335
Email: cornm@mustangps.org

Bill To Name: Mustang Public Schools
Bill To: 906 S Heights Drive
Mustang, Oklahoma 73064

Ship To Name: Mustang Public Schools
Ship To: 906 S Heights Drive
Mustang, Oklahoma 73064

Start Date: 08/07/2024
Initial Term: 12 Months
Renewal Term: 12 Months
Auto Renew: No

Billing Method: Email
Payment Method:
Payment Term: Net 30
Currency: USD

Product	Quantity	List Price	Discount	Sales Price	Total Price
Boardmaker 7 Organization	17	179.10	0%	179.10	$3,044.70
				Subtotal:	$3,044.70
				Discount:	$0.00
				Tax:	$0.00
				TOTAL:	**$3,044.70**

Notes

- For subscription license purchases, Tobii Dynavox, LLC Terms of Service Agreement (TOS) applies. The TOS are available at: https://goboardmaker.com/pages/TOS
- Training is nonrefundable and valid for one year from the date of purchase. The TOS are available at: Training Terms of Service - Boardmaker (goboardmaker.com)
- Sales price may vary from total price due to subscription actual start date and/or applied discount.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: May 1, 2024

Contract Vendor: ImageNet Consulting, LLC **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 2,573.25 **Fund:** 11 **Project:** 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

ImageNet Consulting, LLC provides annual software support and replacement of specific hardware and systems to maintain our special education records database. The contract is in effect from July 1, 2024 through June 30, 2025.

If you have any questions, do not hesitate to contact Karen Wilson or Geromy Schrick.

+ImageNet Consulting

Service Level Agreement

For

Mustang Public Schools

May 1, 2024

Service Level Agreement – Software Solutions

This Service Level Agreement is made between Mustang Public Schools and ImageNet Consulting, LLC ("ImageNet") on the Effective Date below.

Services

ImageNet will provide Client with certain Software Solutions services as more fully described in Appendix B to this Agreement under the terms herein.

Hardware/System Support

ImageNet shall provide support and replacement of all hardware and systems specified in Appendix B, provided that all Software is Genuine, Currently Licensed, and Vendor-Supported. Should any hardware or systems fail to meet these provisions, they will be excluded from this Service Agreement. Should 3rd Party Vendor Support Charges be required in order to resolve any issues, these will be passed on to the Client after first receiving the Client's authorization to incur them.

Coverage

Remote Helpdesk and remote technical services will be provided to the Client by ImageNet through remote means between the hours of 8:00 am – 5:00 pm Monday through Friday, ImageNet recognized holidays. If customer is greater than 25 miles from an ImageNet office, travel costs will be charged to the client as an extension of the time of the call.

Support and Escalation

ImageNet will respond to Client's Trouble Tickets under the provisions of Appendix A, and with best effort after hours or on holidays. Trouble Tickets must be opened via our ticket entry process by submitting an email ticket to: softwaresupport@imagenetconsulting.com or by phone if internet is unavailable. Each call will be assigned a Trouble Ticket number for tracking and the client will be notified of its receipt. Our escalation process is detailed in Appendix A.

Service outside Normal Working Hours

Emergency services performed outside of the hours of 8:00 am – 5:00 pm Monday through Friday, excluding public holidays, shall be subject to provisions of Appendix B.

Service Disclaimer

Client grants ImageNet authorization to view any data within the regular routine of the repair or system improvement. Client also authorizes ImageNet to reasonably delete, change, and/or rewrite any necessary information to complete the system repair or improvement that is consistent with the standards and practices in the industry.

Excluded Services

Service rendered under this Agreement does not include:

- Post-Project on-site software technical services (see fee schedule for pricing)
- Post-Project training of administrator or end-users after project completion
- Hardware warranty or maintenance (separate agreement required)

Suitability of Existing Environment

Minimum Standards Required for Services

In order for Client's existing environment to qualify for ImageNet's Remote Technical Services, the following requirements must be met:

- All Servers, Desktop PC's and Notebooks/Laptops with Windows Operating Systems must not be past the official Microsoft extended support date and have all the latest Microsoft Service Packs and Critical Updates installed.
- All Server and Desktop Software must be Genuine, Licensed and Vendor-Supported.
- The environment must have a currently licensed, up-to-date and Vendor-Supported Server-based Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email.
- The environment must have a currently licensed, Vendor-Supported Server-based Backup Solution that can be monitored and send notifications on job failures and successes.
- The environment must have a currently licensed, Vendor-Supported Hardware Firewall between the Internal Network and the Internet.
- All Wireless data traffic in the environment must be securely encrypted.
- There must be an outside static IP address assigned to a network device, allowing VPN access.

Chronically Failing Equipment

Experience has shown equipment belonging to the client which has initially passed Minimum Standard Requirements for system support can reveal itself to become chronically failing. This means that the equipment repeatedly breaks down and consistently causes user and business interruption even though repairs are accomplished. Should this occur, while rare, Client agrees to work constructively and positively with ImageNet to replace the equipment to ensure optimum system performance.

Term of Agreement

This Agreement is effective upon the date signed, shall remain in force for one year ("Initial Term"). Any adjustments or modifications to the terms herein must be made in writing as an amendment to this Agreement and must be signed by Client and ImageNet.

- This Agreement automatically renews for subsequent annual terms beginning on the day immediately following the end of the Initial Term unless either party gives the other thirty (30) day's prior written notice of its intent not to renew this Agreement.
- This Agreement may be terminated by either party if the other Party:
  - Breaches any material term or condition of this Agreement and fails to remedy such breach within ninety (90) days of receipt of such written notice; or
  - Terminates or suspends its business operations unless it is succeeded by a permitted assignee under this Agreement.
- If either party terminates this Agreement, ImageNet will assist Client in the orderly termination of services, including timely transfer of the services to another designated provider. The client agrees to pay ImageNet the actual costs of rendering such assistance. Actual costs could include but are not limited to: Training, data transfer, license transfers or equipment de-installation.
- Client agrees to allow ImageNet to assign, delegate, and subcontract services to third party competent contractors approved by ImageNet.

Taxes

It is understood that any Federal, State or Local Taxes applicable shall be added to each invoice for services or materials rendered under this Agreement. Client shall pay any such taxes unless a valid exemption certificate is furnished to ImageNet for the state of use.

Limitation of Liability

In no event shall ImageNet be held liable for indirect, special, incidental, or consequential damages arising under this contract, including but not limited to loss of profits or revenue, loss of use of equipment, lost data, costs of substitute equipment, or other costs.

ImageNet or its suppliers shall not be liable for any indirect, incidental, consequential, punitive, economic or property damages whatsoever (including any damages for loss of business profits, business interruption, loss of data or other pecuniary loss) arising out of this Agreement.

Confidentiality

ImageNet and its agents may use Client information, as necessary to or consistent with providing the contracted services and will use best efforts to protect against unauthorized use.

Miscellaneous

This agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Oklahoma. Jurisdiction and venue shall exclusively lie in the County of Oklahoma, City of Oklahoma City. It constitutes the entire Agreement between Client and ImageNet for services listed in "Appendix B." This agreement can be modified by a signed written Addendum by both parties.

If any collection action litigated or otherwise, is necessary to enforce the terms of this agreement, ImageNet shall be entitled to reasonable attorneys' fees and costs in addition to any other relief to which it may be entitled.

If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

ImageNet is not responsible for failure to render services due to circumstances beyond its control including, but not limited to, acts of God.

IN WITNESS WHEREOF, the parties hereto have caused this Service Agreement to be signed by their duly authorized representatives as of the date set forth below.

Fees and Payment Schedule

- Fees will be $ 2,573.25 per year plus applicable taxes, invoiced to Client on an annual basis, and will become due and payable on the first day of the renewal month. Services will be suspended if payment is not received within 10 days following the date due. Refer to Appendix B for ImageNet Services covered by the annual fee under the terms of this Agreement. Any additions to the current system at any future time will be added to the annual fee.
- It is understood that any and all Services requested by Client that fall outside of the terms of this Agreement will be considered Projects, and will be quoted and billed as separate, individual Services.
- ImageNet Consulting LLC reserve the right to increase contract rates annually, not to exceed 10% of the previous contract year's fees and payments.

Accepted by:

Authorized Signature	Mustang Public Schools	Date
David Wails		May 1, 2024
Authorized Signature	ImageNet Consulting	Date

Appendix A

Response and Resolution Times

The following table shows the targets of response and resolution times for each priority level:

Trouble	Priority	Response time (in hours) *	Resolution time (in hours) *	Escalation threshold (in hours)
Service not available (all users and functions unavailable).	1	Within 1 hour	ASAP – Best Effort	2 hours
Significant degradation of service (large number of users or business critical functions affected)	2	Within 4 hours	ASAP – Best Effort	8 hours
Limited degradation of service (limited number of users or functions affected, business process can continue).	3	Within 24 hours	ASAP – Best Effort	48 hours
Small service degradation (business process can continue, one user affected).	4	Within 48 hours	ASAP – Best Effort	96 hours

Support Tiers

The following details and describes our Support Tier levels:

Support Tier	Description
Tier 1 Support	All support incidents begin in Tier 1, where the initial trouble ticket is created, and the issue is identified and clearly documented, and basic hardware/software troubleshooting is initiated. Support provided by ImageNet
Tier 2 Support	All support incidents that cannot be resolved with Tier 1 Support are escalated to Tier 2, where more complex support on hardware/software issues can be provided by more experienced Engineers. Support provided by ImageNet & Vendor
Tier 3 Support	Support Incidents that cannot be resolved by Tier 2 Support are escalated to Tier 3, where support is provided by the most qualified and experienced Engineers who have the ability to collaborate with 3rd Party (Vendor) Support Engineers to resolve the most complex issues.

Service Request Escalation Procedure

- Support Request is received.
- Trouble Ticket is created.
- Issue is Identified and documented in Help Desk system.
- Issue is qualified to determine if it can be resolved through Tier 1 Support

If issue can be resolved through Tier 1 Support:

- Level 1 Resolution - issue is worked to successful resolution.
- Quality Control –Issue is verified to be resolved.
- Trouble Ticket is closed after complete problem resolution details have been updated in Help Desk system.

If issue cannot be resolved through Tier 1 Support:

- Issue is escalated to Tier 2 Support
- Issue is qualified to determine if it can be resolved by Tier 2 Support

If issue can be resolved through Tier 2 Support:

- Level 2 Resolution - issue is worked to successful resolution.
- Quality Control –Issue is verified to be resolved.
- Trouble Ticket is closed after complete problem resolution details have been updated in Help Desk system.

If issue cannot be resolved through Tier 2 Support:

- Issue is escalated to Tier 3 Support
- Issue is qualified to determine if it can be resolved through Tier 3 Support

If issue can be resolved through Tier 3 Support:

- Level 3 Resolution - issue is worked to successful resolution.
- Quality Control –Issue is verified to be resolved.
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system.

If issue cannot be resolved through Tier 3 Support:

- Issue is escalated to Onsite Support
- Issue is qualified to determine if it can be resolved through Onsite Support

If issue can be resolved through Onsite Support:

- Onsite Resolution - issue is worked to successful resolution.
- Quality Control –Issue is verified to be resolved.
- Trouble Ticket is closed, after complete problem resolution details have been updated in Help Desk system.

Appendix B – Price Breakdown

Qty	Item #	Description	Total
Annual Laserfiche Software Assurance Program renewal for license fees, updates and support from July 31, 2024 to July 30, 2025. Your current LSAP expires July 30, 2024.			
1	MSE10B	Avante Server – MS SQL Express LSAP	$ 283.50
19	MNF05B	LF Avante Full User LSAP	$ 1,795.50
1	MCA01B	Import Agent LSAP	$ 368.55
1	MCS05B	ScanConnect 5-Pack LSAP	$ 125.70
Basic renewal includes: New releases, product updates, 2 Aspire Classes, Helpdesk Support, 2nd level support from Laserfiche Engineers, 24/7 access to the Knowledge Base articles, discussion forums and education resources on the Laserfiche Support Site.		Purchase Amount (not including applicable sales taxes)	$ 2,573.25

Software (Software Upgrades, Remote Technical Support All Tiers)

Service Rates

Labor	Rate
Remote Help Desk 8am-5pm M-F (30 minutes per ticket)	INCLUDED
Remote Software Access/Fix 8am-5pm M-F (30 minutes per ticket)	INCLUDED
Remote Administrator Assistance 8am-5pm M-F (30 minutes per ticket)	INCLUDED
Remote Scanner Assistance 8am-5pm M-F (30 minutes per ticket)	INCLUDED
Tier 2 Software Manufacturer Support	INCLUDED
Remote Help Desk (after 30 minutes billed in 15 min. increments) 8:00 am-5pm M-F	$200/hr.
Remote Software Access Technical/Fix (after 30 minutes billed in 15 min. increments) 8:00 am-5pm M-F	$200/hr.
Remote Administrator Assistance (after 30 minutes billed in 15 min. increments) 8:00 am-5pm M-F	$200/hr.
Remote Capture Assistance (after 30 minutes billed in 15 min. increments) 8:00 am-5pm M-F	$200/hr.
Remote Workflow/Issues (after 30 minutes billed in 15 min. increments) 8:00 am-5pm M-F	$250/hr.
Remote Migration/Issues (after 30 minutes billed in 15 min. increments) 8:00 am-5pm M-F	$250/hr.
On site Technical/Issues Labor 8:00 am – 5:00 pm (1 hour minimum)	$200/hr.
Onsite Workflow and Migration/Issues Labor 8:00 am – 5:00 pm (1 hour minimum)	$250/hr.
Onsite Labor All Other Times (1-Hr Minimum)	$ Time and a half/hr.

Hardware

Servers, scanners, and other hardware are covered under warranty or separate maintenance agreement.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10th, 2024

Contract Vendor: Edmond Speech Therapy Services, LLC **Time Frame:** August 7, 2024 - May 21, 2025

Amount: $ 110,000.00 **Fund:** 11 **Project:** 047/621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Speech/Language Services for students who present needs in the area of Speech/Language impairment for the 24-25 school year.

Edmond Speech Therapy Services, LLC

If you have any questions, please do not hesitate to contact Karen Wilson.

Edmond Speech Therapy LLC
Phone: (405) 295-5753
Fax: (405) 562-7034



EdmondSpeechTherapy.com
209 Lilac Drive, Suite 130
Edmond, OK 73034

AGREEMENT FOR SPEECH THERAPY SERVICES

This Agreement for Speech Therapy Services is entered into as of April 25, 2024 (the "Agreement"), between Mustang Public Schools (the "District") and Edmond Speech Therapy LLC ("EST").

WHEREAS, the District has need of a licensed and certified speech-language pathologist ("SLP") or speech-language pathology assistant ("SLPA") to serve in the capacity as an independent contractor, and EST desires to provide an SLP and/or an SLPA (the "Contractor") to serve in such capacity.

NOW THEREFORE, the District and EST mutually agree as follows:

1. TERM

The District hereby engages EST to provide the Contractor who will provide services for the period from August 1, 2024, through June 30, 2025. This Agreement shall be non-renewable. Any services beyond the contracted term shall be provided only with a new written contract between the District and EST.

2. TERMINATION

Either the District or EST may terminate this Agreement at an earlier date upon thirty (30) days written notice. In such event, EST shall be compensated on a pro rata basis for services already provided. This Agreement may be modified at any time by mutual consent from both the District and EST.

3. COMPENSATION

The District agrees that EST shall receive the sum of $80.00 per hour for all services provided by the Contractor, including but not limited to direct therapy services, evaluations, documentation, data entry, consultation with parent and/or teacher, and participation in individualized education program. The District and EST agree that the Contractor will be capped at a forty (40) hour work week, but the Contractor may request permission from the District for more hours if needed to satisfy the caseload's needs. EST will bill for services provided by the Contractor on days when school is in session and only as needed to satisfy the caseload's needs when school is not in session (e.g. Christmas Break, Spring Break, etc.).

All hours of work performed by the Contractor shall be reported by EST in an itemized invoice to the District's Director of Special Services on the invoice due dates provided by the District. The District agrees to pay the invoice in full no later than thirty (30) days after the invoice is issued. If the invoice is paid after thirty (30) days of its issuance, the District agrees to pay a late fee of ten percent (10%) applied to the total amount of the invoice.

4. INDEPENDENT CONTRACTOR

The District, EST, and the Contractor understand and agree that this Agreement creates an engagement for an independent contractor and that no employer-employee relationship of any kind shall be created or implied by reason of this Agreement. The following freedoms and responsibilities, set forth here confirm the Contractor's status as an independent contractor:

- The Contractor shall determine his/her own schedule and method of practice, consistent with the ethical and medical standards of his/her profession.
- The Contractor is not required to participate in professional development days, lunch-time duties, or other duties and roles that are inherent in a school employee's duties and roles.
- EST and the Contractor, not the District, shall be responsible for withholding taxes with respect to EST and the Contractor's compensation hereunder.
- Neither EST nor the Contractor shall have claim against the District hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.

5. INSURANCE

EST and the Contractor shall provide their own insurance to adequately cover any service performed pursuant to this Agreement in an amount sufficient to hold the District harmless for any liability.

6. SERVICES

The Contractor shall perform the following services pursuant to this Agreement: review of academic records, speech-language therapy services, evaluations and report writing, student observation, consultations with parents and teachers, and any other service required as teacher of record, including but not limited to holding meetings, completing documentation, determinations of eligibility, and obtaining parental consent for evaluation.

For this Agreement, EST agrees to provide the services described above to satisfy one (1) full-time speech-therapy caseload at Centennial Elementary School.

7. ACCESSIBILITY AND OWNERSHIP

The District agrees to provide a suitable work area for the Contractor to administer services and maintain the confidentiality of professional reports as required by state law and professional standards. The District also agrees to that equipment and supplies housed by the District may be utilized by the Contractor. The District agrees to provide the Contractor with a schedule of students requiring services and all necessary information for each student requiring services.

All reports, files, test protocols, and records relating to the District's business, whether prepared by the Contractor or otherwise coming into the Contractor's possession, shall remain the exclusive property of the District. Accordingly, all such documents shall remain in the District's control and maintenance after the term of this Agreement. Forms, documents, or other inventions created by the Contractor prior to or during the term of this Agreement, excluding the reports completed for the District, are and shall remain the property of the Contractor.

8. LICENSURE

The Contractor, at all times during the term of this Agreement, shall maintain in good standing his/her license with the Oklahoma Board of Examiners for Speech-Language Pathology and a Certificate of Clinic Competence from the American Speech and Hearing Association.

9. ADA COMPLIANCE

EST and the Contractor agree to comply with the Americans with Disabilities Act of 1990 (Public Law 101-336) and all amendments and requirements imposed by the regulations issued pursuant to the act.

10. FEDERAL AND STATE LAW INCORPORATION

The District and EST agree that this Agreement incorporates, by references, all applicable federal and state laws and regulations and subsequent amendments thereto. The District acknowledges the requirement to provide a "free appropriate public education" (as defined in the Rehabilitation Act of 1973, Section 504) in the "least restrictive environment" (as defined in 20 USC § 1412 (a)(5)(A) and 34 CFR § 300.114).

11. BOARD OF EDUCATION APPROVAL

This Agreement is not valid or binding until approved by the District's Board of Education at a public meeting.

12. NON-COMPETE AGREEMENT

The District agrees to not hire the Contractor as an employee or engage the Contractor as an independent contractor outside of this Agreement between the District and EST for a period of one (1) year from the last day of this Agreement, whether this Agreement ends by the term set forth above or by earlier notice and termination.

13. SUCCESSORS AND ASSIGNS

All of the provisions of this Agreement shall be binding upon and inure to the benefit of the parties to this Agreement and their respective successors and assigns.

14. HEADINGS

The Section headings are not to be considered a part of this Agreement and are not intended to be a full and accurate description of the contents hereof.

15. WAIVER

Waiver by one party hereto of breach of any provision of this Agreement by the other shall not operate or be construed as a continuing waiver.

16. COMMUNICATIONS

Any communications regarding this Agreement should not be addressed to the Contractor, but rather be addressed to EST by mail at the address listed below, by email at connorharris@edmondspeechtherapy.com and carleeharris@edmondspeechtherapy.com, by telephone at (405) 295-5753, or by fax at (405) 562-7034.

17. NOTICES

Any and all notices, demands, or other communications required or desired to be given hereunder by either the District or EST shall be in writing and shall be validly given or made to another party if personally served, or if deposited in the United States certified mail postage prepaid with return receipt requested. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand, or other communication is given by mail, such notice shall be conclusively deemed given five (5) days after deposit thereof in the United States mail addressed to the party to whom such notice, demand, or other communication is to be given at the following addresses:

If to the District: Mustang Public Schools, ATTN: Karen Wilson, Ph.D., Executive Director of Student Services, 12400 SW 15th Street, Yukon, OK 73099

If to EST: Edmond Speech Therapy LLC, 209 Lilac Drive, Suite 130, Edmond, OK 73034

Any party hereto may change its address for purposes of this paragraph by written notice given in the manner provided above.

18. MODIFICATION OR AMENDMENT

No amendment, change, or modification of this Agreement shall be valid unless in writing and signed by the District and EST.

19. ENTIRE UNDERSTANDING

This document constitutes the entire understanding and agreement of the District and EST, and any and all prior agreements, understanding, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.

20. UNENFORCEABILITY OF PROVISIONS

If any provision of this Agreement, or any portion thereof, is held to be invalid and unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect.

[The remainder of this page is intentionally blank.]

Edmond Speech Therapy LLC
Phone: (405) 295-5753
EdmondSpeechTherapy.com

IN WITNESS WHEREOF the undersigned parties have executed this Agreement as of the day and year first written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

Mustang Public Schools

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

Edmond Speech Therapy LLC

Signature: _____ Date: 04/25/2024
Name: Connor Harris Title: Manager and Owner

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10, 2024

Contract Vendor: Jenni Hunt **Time Frame:** August 7, 2024 - May 21, 2025

Amount: $ 98,000.00 **Fund:** 11 **Project:** 047 / 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Speech/Language Services for students who present needs in the area of speech/language impairments for the 24-25 school year.

Jennie Hunt

If you have any questions, please do not hesitate to contract Dr. Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES
Certified Speech Language Pathologist (SLP)
2024-25

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between **INDEPENDENT SCHOOL DISTRICT NO. I069 of CANADIAN COUNTY, OKLAHOMA,** (hereinafter referred to as **"MUSTANG"**) **Jenni Hunt** (hereinafter referred to as **"Hunt"** as follows:

TERMS OF CONTRACT: The term of this contract shall commence on **August 7, 2024** through **May 21, 2025**, at which time this contract shall automatically terminate. No contracted services of any kind or nature performed after the termination date.

CONTRACTED SERVICES: During the term of this contract, **Hunt** agrees to provide the following services when and if requested by MUSTANG:

1. Perform tests, measurements and other evaluations/screenings to ascertain student's status and to establish performance baselines.
2. Consult with teachers in relation to student's educational needs.
3. Participate in IEP meetings as requested by the Assistant Director of Special Education and/or Director of Special Education.
4. Provide required services to identified students of Mustang Public Schools.
5. Other duties as requested by Assistant Director or Executive Director of Student Services.

All contracted services shall be performed by **Hunt,** who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. MUSTANG may at any time request credentialing, licensing a/or certification documentation from **Hunt,** which documentation shall be immediately provided by **Hunt**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: Hunt, shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, the sum of **$70.00** at **32 hours per week** or up to **40 hours per week**, without prior consent of MUSTANG administration. The billing will specifically identify the student referred by Mustang, the Mustang representative making the referral, the services, the date or dates services were performed, in sufficient detail to allow MUSTANG to identify, without further inquiry, the propriety and validity of the billing. **Hunt** shall submit billing statements on a monthly basis.

MUSTANG shall not be liable for any costs, expenses, or services of **Hunt** pertaining to the contracted services except for the compensation herein set forth.

Hunt and MUSTANG shall, at the request of MUSTANG, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness, and efficiency of services delivered. **Hunt** shall keep and maintain records sufficient to enable such review. In addition, MUSTANG may, at any time, conduct a review and/or audit of the services provided by **Hunt**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: Hunt, shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules and regulations applicable to the performance of contracted services.

Hunt shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of **Hunt,** who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of MUSTANG, to be on the premises of **Hunt** during the performance of any contracted service, to work with or be around or in the presence of MUSTANG students, or to have access to any record of any kind related to MUSTANG students.

STUDENT RECORDS: Upon referral, MUSTANG shall make available to **Hunt** only such information as is relevant to the services to be performed. **Hunt** shall not release or disclose any information regarding any

student referred by MUSTANG to third parties without the express written consent of MUSTANG, the express written consent of a custodial parent or legal guardian of the student, or a court order.
MUSTANG shall have unrestricted access to student records kept and maintained by **Hunt** if the custodial parent or legal guardian of the student has given MUSTANG or **Hunt** a release. If the custodial parent or legal guardian of the student refuses to execute such release, **Hunt** will refer the student back to MUSTANG and the student will be ineligible to obtain any contracted services reimbursed or paid for by MUSTANG until and unless such releases are executed and the student is again referred to **Hunt** by MUSTANG.

TERMINATION: This contract may be prematurely terminated by either party upon ten (10) days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: In the performance of all services herein specified, **Hunt**, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with MUSTANG. The means of carrying out the contracted professional services herein required shall be within the professional discretion of **Hunt** provided, however, **Hunt** shall perform all services in a timely, competent and professional manner and consistent herewith.

HOLD HARMLESS: Hunt shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of **Hunt**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **Hunt**.

LIABILITY INSURANCE: Hunt herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of $100,000.00 per occurrence insuring **Hunt**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **Hunt**, for any and all liability, injury and damages, of any kind or nature, to MUSTANG, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of **Hunt**, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of **Hunt**. A copy of such policy shall be provided to MUSTANG upon request.

INTERPRETATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SCHOOLS by:

Charles Bradley, Superintendent

Jenni Hunt
4816 SW 130th Street
Oklahoma City, OK 73173
405-550-6767

PRESIDENT, Mustang Board of Education

THIS CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Dr. Karen Wilson, Executive Director of Student Services

Board Meeting Date: 6-10-24

Contract Vendor: Speech Pathway, LLC **Time Frame:** Aug 7, 2024 to May 21, 2025

Amount: $ 427,000.00 **Fund:** 11 **Project:** 621/047

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Speech/Language Pathology Services for students who qualify.

Speech Pathway, LLC

Emily Hathaway, M.S., CCC-SLP & Associates
Certified, Licensed Speech-Language Pathologists
8007 NW 122nd Street, OKC, OK 73142
Phone (405) 603-6622 Fax (405) 722-3244

Contract Agreement for Speech-Language Pathology Services

This Agreement is entered into between Speech Pathway, LLC and Mustang Public Schools of Canadian County, Oklahoma.

1. Purpose of Agreement: District has need for Speech Pathway, LLC to provide Speech-Language Pathology services for District that cannot be performed by District's teachers and other employees.

2. Terms of Agreement: This Agreement shall commence on August 7th, 2024 and shall continue in effect until the last day of the school year. The parties may renew the Agreement for subsequent fiscal years upon mutual ratification.

3. Provision of Services: Speech Pathway, LLC, shall provide Speech-Language Pathology services for District. Provided Speech-Language Pathologist and/or Speech-Language Pathology Assistant is not an employee of District. A Speech-Language Pathologist (SLP) or Speech-Language Pathology Assistant (SLPA) will perform duties for District according to the terms of this Agreement, the needs of the District, needs of students to be served, following OSDE policies and procedures. Licensed Speech-Language Pathologist will be used whenever possible. Should SLPA be utilized, they will be supervised by a licensed SLP, provided by Speech Pathway, and the licensed SLP will be responsible for services provided by the SLPA. SLPA will ONLY carry out services as allowed by OBESPA licensure board, and SLP will provide all services as required by OBESPA rules and regulations. In the event of any unexpected school closures, therapists will continue to provide services via distance learning as outlined by the district and in accordance with state and federal guidelines. Time will continue to be billed regardless of on-site or virtual status of services.

4. Compensation and Status: Speech Pathway, LLC, is providing Speech-Language Pathologist and/or Speech-Language Pathology Assistant. This SLP and/or SLPA are not employees of District. Speech Pathway will be responsible for all applicable taxes and withholdings. District will not provide health, life, dental, disability, life insurance, unemployment insurance, workers compensation insurance, or any other benefits. Speech Pathway, LLC shall provide 5 part-time clinicians who are available weekly on-site between 2-4 days per week each (with dedicated documentation and paperwork time outside of on-site time) to assist at school sites which already have an on-site SLP or on sites with no SLP available. For each 0.5 FTE we will be able to accommodate a typical caseload size (approx. 20-25 students at each site) if we are responsible for IEP meetings, testing, referrals, and IEP paperwork. Should the onsite, district SLP be able to accommodate IEP meetings, testing, referrals, and IEP paperwork, and the Speech Pathway, LLC clinician ***solely provide*** therapy, complete testing for current caseload for IEP purposes, provide updated goals for IEPs, and complete progress

reports, we could accommodate up to 35 students per site in those 2 days, and up to 50 for the site we will be at 3 days/week. 3-4 additional supervisors will be available to assist with supervision and overage to accommodate up to an overage of 0.5 FTE caseload cumulatively. Therefore, a total capacity for this contract is 4.5 FTE (split between SLPAs and SLPs including supervision)). Speech Pathway, LLC shall be paid on a monthly rate of $42,750.00 for a total of 10 months (August 2024 through May 2025) for a total of $427,500.00 per year ($95,000 per full-time caseload). Should additional services be needed beyond the original contract agreement, an hourly rate of $100.00 an hour shall be billed in addition to the monthly rate for time worked for District by Speech-Language Pathologist or Speech-Language Pathologist Assistant. This agreement must be signed no later than the June, 2024 board meeting (typically held 2nd Monday of the month) in order to secure this annual rate. If agreement is made after this date, but no later than the July, 2024 board meeting, the annual rate increases by 15% of agreed upon annual rate ($491,625.00 annually). If agreement is not made by the July, 2024 board meeting, Speech Pathway may not be able to provide the services needed, and/or rate may need to be adjusted to accommodate.

5. Calculation of Time Worked: Speech-Language Pathologist shall maintain monthly schedules to accommodate coverage of the agreed upon caseloads listed in paragraph 4 at up to 1 different site per full time caseload (FTE of up to 1.0 is for a single site, FTE of between 1.25 - 2.0 is for up to 2 sites, FTE of between 2.25 - 3.0 is for up to 3 different sites, etc.) FTE is an average of 50 students at each site, so generally between 45-55 students is a typical amount per full time caseload. Speech Pathway shall submit monthly schedules that encompass coverage of the entire caseloads, but will not need to be calculated by the hour, as they are to provide whatever hours are needed to fulfill the needs of the full-time caseload. These monthly schedules will be provided to the person designated by District as its representative (likely printed out Google schedules indicating therapy sessions, meetings, planning, etc.). District's representative shall be responsible for verifying and approving that schedules provided meet the needs of the district and provide clarification should the needs change. A caseload of 225 students total (approximately 50 students per full-time caseload, give or take, depending on severity of students served as well as distance learning requirements) is appropriate for this amount of services, this may need to be adjusted depending on individual student/district needs; grace will be given considering referrals and dismissals, so up to an additional 10% students can be absorbed within this agreement (additional 5 students per full time caseload). A caseload resulting in more than a 10% increase in students would result in an increase in number of hours per week, billed at $100 per hour *in addition* to the base monthly installment rate, and should the caseload exceed more than 25% more students than originally agreed upon, the hourly rate will increase by $10.00 to a new rate $110.00 an hour for ALL hours worked for District by Speech Pathway above and beyond the original agreement of monthly installments. Speech Pathway, LLC, will determine days/times therapy is provided as long as services are covered. Speech Pathway, LLC will make every effort to attend all IEP related meetings either in person or virtually, but occasionally there may be conflicts, for which we will make arrangements prior to the IEP meeting to discuss speech/language services with parents and provide documentation of this to the IEP teacher of record for the meeting. Therapy services will be provided on days school is in session. Documentation time (progress reports/IEPs/evaluation reports/etc.) may possibly be completed outside of school time or on days that school is not in session if necessary, but will be included in the agreed upon annual rate and will not be billed above and beyond that as long as the caseload remains what was agreed upon. Therapists will follow the school district calendar and shall make up or reschedule missed sessions whenever possible.

6. Termination of Agreement: There will be NO EARLY TERMINATION of the contract. Both parties agree to terms of agreement for the duration of the 2024-2025 school year. Should either party reduce services during the school year, 90 days notice will be given to Speech Pathway prior to reduction in services. Services will not be reduced to less than 1 full-time caseload for the duration of the school year. Should services be reduced, and later, an increase is needed, services will then be billed at the hourly rate of $100 per hour unless another arrangement is mutually agreed upon by both parties.

7. Policies and Procedures: While providing services to District's students, SLP/SLPA will comply with any applicable regulations, and with District's policies and procedures.

8. Materials and equipment: Any materials/supplies/equipment(ie. Computers, phones, etc.)/test and test protocols related to compliance with OSDE policies and procedures are the responsibility of District.

9. Location services and population served: Speech Pathway, LLC will provide Speech-language therapy services to students located in Mustang Public Schools and/or in a virtual capacity as indicated by the needs of the district as well as the state's guidelines for any distance learning requirements, and shall conduct speech-language evaluations at designated school sites or in a virtual capacity as needed per contracted days or via teletherapy if requested for home-bound services or special circumstances. Supervision of SLPAs will be conducted on-site whenever possible, but supervision via video conferencing (as outlined in the OBESPA rules/regulations) may be conducted if necessary to fulfill supervision requirements.

10. Amount of Services Provided: Speech Pathway, LLC will provide Speech-Language Pathology services for the caseloads indicated in paragraph 4 as requested by Mustang Public Schools as needed for therapy sessions, evaluations or non-clinical (documentation, progress notes, evaluation reports, supervision, etc.) work per contracted school year to be provided on an as needed basis as speech pathologist/assistant is available. Services will be provided at MPS public school sites as well as in a virtual capacity when requested. Should additional sites (above what is indicated in paragraph 4) be added (even if numbers remain the same), it is possible that rates and/or hours may need to be renegotiated, due to travel and supervision time required. If students fail to show or are absent, or if district closes unexpectedly, monies will still be paid according to the fee schedule. Fee schedule is set for monthly payments regardless of number of days school is in session that month, as it is an agreed upon annual rate, and is split into 10 monthly installments. Contract is effective from August 2024 through May, 2025 (or until the last day of school, should school be extended for any reason; whichever is later). Therapy provided will consist of speech/language evaluations, speech therapy, written evaluation reports, periodic student progress reports, staff consultation, planning and writing Individual Education Plans for students determined in need of these services.

Hours worked will be generally between 32-40 per week per full time caseload, but will not be billed hourly, as we have agreed to an annual rate.

Day(s) services will be rendered Monday, Tuesday, Wednesday, Thursday, and Friday (subject to therapist availability)

Method of Notification of School Closings:

_____ The school shall notify *Speech Pathway* via phone 405-603-6622 or cell phone 405-413-6361 or email Emily@speechpathway.net no later than 7:00am on the day of closings due to weather, and no later than 24 hours in advance of any other type of closing not already listed on the district calendar.

11. Payments will be made monthly.
    Checks to be mailed directly to:
    Speech Pathway, LLC
    8007 NW 122nd Street
    OKC, OK 73142

12. Miscellaneous: This Agreement shall be governed and interpreted according to the law of the State of Oklahoma.

Signatures

DISTRICT:

_____

By:

Title:

Date:

Emily Hathaway
_____

Speech Pathway, LLC
By: Emily Hathaway, M.S., CCC-SLP

Title: Owner, Clinical Director

Date: 5/20/2024

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10, 2024

Contract Vendor: Canadian Valley Speech Services **Time Frame:** August 7, 2024 - May 21, 2025

Amount: $ 55,500.00 **Fund:** 11 **Project:** 047/641

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Speech/Language Service for students who present needs in the area of speech/language impairments for the 24-25 school year.

Diann Burris dba Canadian Valley Speech Services

If you have an questions, please do not hesitate to contact Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES

Certified Speech Language Pathologist (SLP)

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between the parties of:

INDEPENDENT SCHOOL DISTRICT NO. I-69 of CANADIAN COUNTY, OKLAHOMA, (hereinafter referred to as "**MUSTANG**") and **Canadian Valley Speech Services** (hereinafter referred to as **CVSS** as follows:

TERM OF CONTRACT: The term of this extra-duty contract shall commence and continue through the dates indicated below; at which time this contract shall automatically terminate. No contracted services of any kind or nature are to be performed after the termination date of this contract nor shall **MUSTANG** reimburse or pay for any services of any kind or nature performed after the termination date. This contract shall not be subject to the continuing contract law, shall not automatically renew under any conditions, and **CVSS** shall not be deemed to have any property interest in continued employment hereunder.

Start Date: 08/07/2024 End Date: 05/21/2025

CONTRACTED SERVICES: During the term of this contract, **CVSS** agrees to provide the following services when and if requested by **MUSTANG**:

1. Perform tests, measurements and other evaluations/screenings to ascertain student's status and to establish performance baselines.
2. Consult with teachers in relation to student's educational needs.
3. Participate in IEP meetings as requested by the Executive Director of Student Services.
4. Provide required services to identified students of Mustang Public Schools.

All contracted services shall be performed by **CVSS**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **CVSS**, which documentation shall be immediately provided by **CVSS**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **CVSS** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, for all services rendered at the request of **MUSTANG**. The billing will specifically identify the student referred by **MUSTANG**, the **MUSTANG** representative making the referral, the services and date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **CVSS** shall submit billing statements on a monthly basis. **MUSTANG** shall not be liable for any costs, expenses or services of **CVSS** pertaining to the contracted services except for the compensation herein set forth.

Hourly Rate: $ 75.00 Total compensation will not exceed a total of 30 hours per week without prior consent of **Mustang** administration.

CVSS and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness and efficiency of services delivered.

CVSS shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **CVSS**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: CVSS shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules or regulations applicable to the performance of contracted services.

CVSS shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of CVSS, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG,** during the performance of any contracted service, to work with or be around or in the present of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, **MUSTANG** shall make available to CVSS only such information as is relevant to the services to be performed. CVSS shall not release or disclose any information regarding any student referred by **MUSTANG** to third parties without the express written consent of **MUSTANG,** the express written consent of a custodial parent or legal guardian of the student, or a court order. **MUSTANG** shall have unrestricted access to student records kept and maintained by CVSS, if the custodial parent or legal guardian of the student has given **MUSTANG** or CVSS a release. If the custodial parent or legal guardian of the student refuses to execute such release, CVSS will refer the student back to **MUSTANG** and the student will be ineligible to obtain any contracted services reimbursed or paid for by **MUSTANG** until and unless such releases are executed and the student is again referred to CVSS by **MUSTANG.**

TERMINATION: This contract may be prematurely terminated by either party to the other party.

STATUS AS INDEPENDENT CONTRACTOR: CVSS In the performance of all services herein specified, CVSS, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with **MUSTANG.** The means of carrying out the contracted professional services herein required shall be within the professional discretion of CVSS provided, however, CVSS shall perform all services in the timely, competent and professional manner and consistent herewith.

HOLD HARMLESS and LIABILITY INSURANCE: CVSS shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of CVSS, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of CVSS. CVSS herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of $100,000.00 per occurrence insuring CVSS her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of CVSS, for any and all liability, injury and damages, of any kind or nature, to **MUSTANG,** it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of CVSS, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of CVSS. A copy of such policy shall be provided to **MUSTANG** upon request.

INTERPRESTATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SHOOLS by:

Charles Bradley, Superintendent

President, Mustang Board of Education

Diann Burris

Diann Burris
Dba: Canadian Valley Speech Services
canadianvalleyspeech@gmail.com
Cell: (405) 830-4023

CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services KW

Date: June 10, 2024

Contract Vendor: Westmoreland Therapies, LLC **Time Frame:** July 29, 2024 - May 23, 2025

Amount: $ 112,000.00 **Fund:** 11 **Project:** 047 / 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Speech/Language Services for students who present needs in the area of speech/language impairments for the 24-25 school year.

Susan Westmoreland dba Westmoreland Therapies, LLC

If you have any questions, please do not hesitate to contract Dr. Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES

Certified Speech Language Pathologist (SLP)

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between the parties of:

INDEPENDENT SCHOOL DISTRICT NO. I-69 of CANADIAN COUNTY, OKLAHOMA, (hereinafter referred to as **"MUSTANG"**) and **Westmoreland Therapies, LLC** (hereinafter referred to as **Westmoreland** as follows:

TERM OF CONTRACT: The term of this contract shall commence and continue through the dates indicated below; at which time this contract shall automatically terminate. No contracted services of any kind or nature are to be performed after the termination date of this contract nor shall **MUSTANG** reimburse or pay for any services of any kind or nature performed after the termination date. This contract shall not be subject to the continuing contract law and shall not automatically renew under any conditions.

Start Date: 07/29/2024 **End Date:** 05/23/2025

CONTRACTED SERVICES: During the term of this contract, **Westmoreland** agrees to provide the following services when and if requested by **MUSTANG**:

1. Perform tests, measurements and other evaluations/screenings to ascertain student's status and to establish performance baselines.
2. Consult with teachers in relation to student's educational needs.
3. Participate in IEP meetings as requested by the Executive Director of Student Services.
4. Provide required services to identified students of Mustang Public Schools.

All contracted services shall be performed by **Westmoreland**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **Westmoreland**, which documentation shall be immediately provided by **Westmoreland**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **Westmoreland** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, for all services rendered at the request of **MUSTANG**. The billing will specifically identify the student referred by **MUSTANG**, the **MUSTANG** representative making the referral, the services and date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **Westmoreland** shall submit billing statements on a monthly basis. **MUSTANG** shall not be liable for any costs, expenses or services of **Westmoreland** pertaining to the contracted services except for the compensation herein set forth.

Hourly Rate: $ 75.00 Total compensation will not exceed a total of 40 hours per week without prior consent of **Mustang** administration. Special considerations apply: It is understood that **Westmoreland** will be working off site up to 2 days a week.

Westmoreland and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness and efficiency of services delivered.

Westmoreland shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **Westmoreland**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: Westmoreland shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules or regulations applicable to the performance of contracted services.

Westmoreland shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of Westmoreland, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, during the performance of any contracted service, to work with or be around or in the present of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, **MUSTANG** shall make available to Westmoreland only such information as is relevant to the services to be performed. Westmoreland shall not release or disclose any information regarding any student referred by **MUSTANG** to third parties without the express written consent of **MUSTANG**, the express written consent of a custodial parent or legal guardian of the student, or a court order. **MUSTANG** shall have unrestricted access to student records kept and maintained by Westmoreland, if the custodial parent or legal guardian of the student has given **MUSTANG** or Westmoreland a release. If the custodial parent or legal guardian of the student refuses to execute such release, Westmoreland will refer the student back to **MUSTANG** and the student will be ineligible to obtain any contracted services reimbursed or paid for by **MUSTANG** until and unless such releases are executed and the student is again referred to Westmoreland by **MUSTANG**.

TERMINATION: This contract may be prematurely terminated by either party upon 30 days written notice to the other party.

STATUS AS INDEPENDENT CONTRACTOR: Westmoreland In the performance of all services herein specified, Westmoreland, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with **MUSTANG**. The means of carrying out the contracted professional services herein required shall be within the professional discretion of Westmoreland provided, however, Westmoreland shall perform all services in the timely, competent and professional manner and consistent herewith.

HOLD HARMLESS and LIABILITY INSURANCE: Westmoreland shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of Westmoreland, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of Westmoreland. Westmoreland herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of $100,000.00 per occurrence insuring Westmoreland her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of Westmoreland, for any and all liability, injury and damages, of any kind or nature, to **MUSTANG**, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of Westmoreland, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of Westmoreland. A copy of such policy shall be provided to **MUSTANG** upon request.

INTERPRESTATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SHOOLS by:

_____
Charles Bradley, Superintendent

_____
President, Mustang Board of Education

Susan Westmoreland, MSCCC-SLP

Westmoreland Therapies, LLC
4404 N Donald Ave
Bethany, OK 73008
Cell Phone: $405) 234-7534

CONTRACT NOT VALID UNLESS AND UNTIL APPROVIDED BY THE
MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Date: June 10, 2024

Contract Vendor: OATECA, Inc **Time Frame:** August 7, 2024 - May 21, 2025

Amount: $ 10,000.00 **Fund:** 11 **Project:** 621

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

OATECA agrees to provide the following services when and if requested by MUSTANG:
1. Perform Assistive Technology (AT) Evaluations as required by Individualized Educational Programs (IEP) or Special Education Parent Consents;
2. Orient, train, and supervise staff in the appropriate equipment, software, and/or tools needed to assist students with their educational environment based on the AT evaluations;
3. Consult and assist educational teams on a monthly basis in determining specific assistive technology student needs for accessing their educational environment;
4. Provide in-service training for staff, families, and students if needed;
5. Other duties, as needed, to establish assistive technology protocol.

If you have any questions, please do not hesitate to contract Dr. Karen Wilson.

CONTRACT FOR PROFESSIONAL SERVICES

Oklahoma Assistive Technology and Educational Consulting Associates, Inc.

For and in consideration of the mutual terms, promises and agreements herein contained, together with other good and valuable consideration, this contract entered by and between the parties of:

INDEPENDENT SCHOOL DISTRICT NO. I-69 of CANADIAN COUNTY, OKLAHOMA, (hereinafter referred to as **"MUSTANG"**) and **Sheryl Hazelbaker** (hereinafter referred to as **OATECA** as follows:

TERM OF CONTRACT: The term of this extra-duty contract shall commence and continue through the dates indicated below; at which time this contract shall automatically terminate. No contracted services of any kind or nature are to be performed after the termination date of this contract nor shall **MUSTANG** reimburse or pay for any services of any kind or nature performed after the termination date. This contract shall not be subject to the continuing contract law, shall not automatically renew under any conditions, and **OATECA** shall not be deemed to have any property interest in continued employment hereunder.

Start Date: 08/07/2024 End Date: 05/21/2025

CONTRACTED SERVICES: During the term of this contract, **OATECA** agrees to provide the following services when and if requested by **MUSTANG**:

1. Perform Assistive Technology (AT) Evaluations as required by Individualized Educational Programs (IEP) or Special Education Parent Consents;
2. Orient, train, and supervise staff in the appropriate equipment, software, and/or tools needed to assist students with their educational environment based on the AT evaluations.
3. Consult and assist educational teams on a monthly basis in determining specific assistive technology students need for accessing their educational environment;
4. Provide in-service training for staff, families, and students if needed;
5. Other duties, as needed, to establish assistive technology protocol.

All contracted services shall be performed by **OATECA**, who shall be required to be, and remain, properly licensed and/or certified in appropriate professional areas to competently perform the contracted services. **MUSTANG** may at any time request credentialing, licensing and/or certification documentation from **OATECA**, which documentation shall be immediately provided by **OATECA**. All services shall be performed in accordance with the ethical and professional standards applicable to the professional services performed.

COMPENSATION: **OATECA** shall be paid as full and total compensation for the contracted services, upon proper performance of services and receipt of proper billing supported by affidavits required by law, for all services rendered at the request of **MUSTANG**. The billing will specifically identify the student referred by **MUSTANG**, the **MUSTANG** representative making the referral, the services and date or dates services were performed, in sufficient detail to allow **MUSTANG** to identify, without further inquiry, the propriety and validity of the billing. **OATECA** shall submit billing statements on a monthly basis. **MUSTANG** shall not be liable for any costs, expenses or services of **OATECA** pertaining to the contracted services except for the compensation herein set forth.

Hourly Rate: $ 110.00 Total compensation will not exceed a total of 20 hours per month without prior consent of **Mustang** administration. The fee for AT evaluations is $2,500.00 per student for the 2024-2025 school year.

OATECA and **MUSTANG** shall, at the request of **MUSTANG**, participate in a periodic review of the contracted services actually provided to evaluate the quality, cost effectiveness and efficiency of services delivered.

OATECA shall keep and maintain records sufficient to enable such review. In addition, **MUSTANG** may, at any time, conduct a review and/or audit of the services provided by **OATECA**.

COMPLIANCE WITH STATE AND FEDERAL LAWS: OATECA shall at all times comply with the Civil Rights Act of 1964, and all other state and federal laws, rules or regulations applicable to the performance of contracted services.

OATECA shall not allow, authorize or permit any principal, agent, officer, servant, professional, associate or employee of OATECA, who has been convicted of a felony in any jurisdiction within the past ten (10) years, or who has been convicted in any state or federal court of any sex offense subject to the Sex Offenders Registration Act of this state or any other jurisdiction, to be on the premises of **MUSTANG**, during the performance of any contracted service, to work with or be around or in the present of **MUSTANG** students, or to have access to any record of any kind related to **MUSTANG** students.

STUDENT RECORDS: Upon referral, **MUSTANG** shall make available to OATECA only such information as is relevant to the services to be performed. OATECA shall not release or disclose any information regarding any student referred by **MUSTANG** to third parties without the express written consent of **MUSTANG**, the express written consent of a custodial parent or legal guardian of the student, or a court order. **MUSTANG** shall have unrestricted access to student records kept and maintained by OATECA, if the custodial parent or legal guardian of the student has given **MUSTANG** or OATECA a release. If the custodial parent or legal guardian of the student refuses to execute such release, OATECA will refer the student back to **MUSTANG** and the student will be ineligible to obtain any contracted services reimbursed or paid for by **MUSTANG** until and unless such releases are executed and the student is again referred to OATECA by **MUSTANG**.

TERMINATION: This contract may be prematurely terminated by either party to the other party.

STATUS AS INDEPENDENT CONTRACTOR: OATECA In the performance of all services herein specified, OATECA, shall be an independent contractor and not an employee, agent, servant, principal, partner or joint venturer of or with **MUSTANG**. The means of carrying out the contracted professional services herein required shall be within the professional discretion of OATECA provided, however, OATECA shall perform all services in the timely, competent and professional manner and consistent herewith.

HOLD HARMLESS and LIABILITY INSURANCE: OATECA shall be exclusively responsible for, and hold MUSTANG fully and forever harmless from any and all liability, injury and damages of any kind or nature, to any MUSTANG student, patron or third party, caused directly or indirectly by any act, omission, negligence, or malpractice of OATECA, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of OATECA. OATECA herewith agrees to keep in full force and effect, during and throughout the term of this contract, complete and comprehensive liability insurance in the minimum amount of $100,000.00 per occurrence insuring OATECA her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of OATECA, for any and all liability, injury and damages, of any kind or nature, to **MUSTANG**, it's students, and third parties, caused directly or indirectly by any act, omission, negligence, or malpractice of OATECA, her staff, employees, agents, servants, or others performing the contracted services for, with or on behalf of OATECA. A copy of such policy shall be provided to **MUSTANG** upon request.

INTERPRESTATION AND ALTERATION: This contract shall be interpreted and governed by the laws of the State of Oklahoma. This contract shall not be amended, altered or modified except by written agreement of both parties.

MUSTANG PUBLIC SHOOLS by:

Charles Bradley, Superintendent

Sheryl Hazelbaker

OATECA, Sheryl Hazelbaker

President, Mustang Board of Education

CONTRACT NOT VALID UNLESS AND UNTIL APPROVED BY THE MUSTANG BOARD OF EDUCATION IN OPEN PUBLIC SESSION

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Board Meeting Date: June 10, 2024

Contract Vendor: N2Y, LLC **Time Frame:** August 1, 2024 to June 30, 2025

Amount: $ 34,194.17 **Fund:** 11 **Project:** 621

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

N2Y, LLC provides an online program and assessment for our lower-level classes at all educational levels from pre-kindergarten through seniors.

If you have any questions, please do not hesitate to contact Dr. Karen Wilson or Meg Corn.

Quote No.	Opportunity No.	Date
Q-159923	OPP-375085	5/30/2024

Remit To	Contact Info
n2y, LLC PO Box 550 Huron, OH 44839	Meg Corn cornm@mustangps.org

Bill To	Ship To
Mustang Public Schools 12400 S.W. 15th St Yukon, Oklahoma 73099	Mustang Public Schools 12400 S.W. 15th St Yukon, Oklahoma 73099

Date	Payment Terms	RFP / Contract #	Purchase Order
5/30/2024	Net 30		

Qty	Item	Description	Type	Sub No.	Sub Start Date	Sub End Date	Unit Cost	Amount
21	L3S	L³ Skills™	Renewal	647315	8/1/2024	7/31/2025	$164.99	$3,464.79
5	L3S	L³ Skills™	Add Users	647315	8/1/2024	7/31/2025	$164.99	$824.95
26	NWS	News2you™	Renewal	3094	8/1/2024	7/31/2025	$249.99	$6,499.74
31	ULS	Unique Learning System®	Renewal	152915	8/1/2024	7/31/2025	$754.99	$23,404.69

Thank you for your business! In need of additional assistance? Please call us at (419) 433-9800 or (800) 697-6575.

Sub-Total: $34,194.17
Sales Tax: $0.00
Total: $34,194.17

Please Note:

1. This Quote, exclusive of sales tax, is valid for 90 days. Purchase orders or payments via credit card must be received within 90 days from the date of this Quote to guarantee the listed price.
2. Multi-year Quotes require full payment of the Quote amount up front.
3. Prices are subject to change without notice. All orders are subject to our standard terms and conditions. (Terms of Use & Privacy Policy)
4. n2y accepts ACH Payments, checks, or credit cards for all orders.
5. If paying by credit card for a quote without an invoice,
   - Orders greater than $5,000 will include a 4% processing fee
   - Credit card payments CANNOT be processed via phone or email. They can only be processed through our online store via a link.
   - Reach out to your Sales Representative to request a link to pay.
6. Your Sales Representative would be happy to address any questions you might have regarding these policies.

Quote No.	Opportunity No.	Date
Q-159923	OPP-375085	5/30/2024

NOTE: Your order/Quote will not be processed until we receive a copy of your purchase order. Tax exempt organizations must include a copy of your state tax exempt form with your purchase order. All orders without a state tax exempt form will be charged sales tax at the applicable state rate.
There are four ways to process this Quote:

1. **Preferred:** Email your purchase order along with a copy of your Quote to **sales@n2y.com** or to your Sales Representative. **Email will result in faster processing.**
2. Fax your purchase order and a copy of your Quote to **(419) 433-9810**.
3. To request to use a credit card for payment, contact your n2y Sales Representative via the email address listed below.
4. Mail your purchase order to the address below. Be sure to attach a copy of this Quote or reference **Quote Number Q-159923** on the purchase order.

n2y, LLC
PO Box 550
Huron, OH 44839

n2y Math Manipulatives and Paper Kits are subject to availability.

ULS printed books will be in stock and available for shipping on July 15, 2024. Purchase orders can be submitted at any time but will not be invoiced and fulfilled until product is on hand in the warehouse.
Cancellation of training day(s) requires a 30 day notification. Failure to cancel within 30 days of initial training date may result in a cancellation fee of up to 50%.

For additional assistance with your order, please call n2y at (419) 433-9800 or (800) 697-6575.

Sincerely,

Anna Gilliland
Account Executive
agilliland@n2y.com
(419) 433-9800 ext.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Ryan McKinney, Assistant Superintendent

From: Dr. Karen Wilson, Executive Director of Student Services

Date: June 10, 2024

Contract Vendor: State of OK Dept of Rehab Services **Time Frame:** July 1, 2024 to June 30, 2025

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

The State of Oklahoma, Department of Rehabilitation Services, specifically the Transition School-to-work: Work Study program helps facilitate employment opportunities for students with disabilities.

STATE OF OKLAHOMA
DEPARTMENT OF REHABILITATION SERVICES
TRANSITION SCHOOL-TO-WORK: WORK STUDY

This agreement, consisting of seventeen (17) pages (the "Contract"), is hereby made between the Oklahoma Department of Rehabilitation Services ("DRS") and

Mustang Public Schools
906 Heights
Mustang OK 73064-3542

("Contractor" or "School"), and constitutes the entire agreement between the DRS and the Contractor, and no other representations are given or should be implied from written or oral agreements or negotiations that preceded the Contract.

RECITALS

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized to make and enter into all contracts necessary or incidental to the performance of its duties, and may purchase or lease equipment, furniture, materials and supplies, and incur such other expenses as may be necessary to maintain and operate the Department, 74 O.S. § 166.1.C; and

WHEREAS, the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act both provide for transition services for children with disabilities to facilitate the child's movement from school to post-school activities including employment, 20 U.S.C. § 1401(34) and 29 U.S.C. § 721(a)(11)(D); and

WHEREAS, the Oklahoma Department of Rehabilitation Services is authorized by rules promulgated by the Oklahoma Commission for Rehabilitation Services at Subchapter 7 of Chapter 10 of Title 612 of the Oklahoma Administrative Code to implement the Transition from School-to- Work Program; and

WHEREAS, in the School-to-Work program, there are many services needed. Some of these services are provided by the school under the individualized education plan (IEP) and some are provided by the Oklahoma Department of Rehabilitation Services under the individualized plan for employment (IPE). Other services may be provided by the parents, Career Tech, and others. A major component of the Transition School-to-Work program is work-readiness training and work experience. The work experience can be provided through Work Adjustment Training or the three types of Work Study Programs.

NOW THEREFORE, the parties agree as follows:

I. Contract Period

The Contract is effective from the latest date of signature of both parties or July 1, 2024, whichever is the latter, through June 30, 2025. The Contract may be renewed for two additional one-year periods upon written agreement of the DRS and the Contractor.

II. Contract Services

Students eligible to participate in Work Study (School Work Study, Worksite Learning, Employer Work Study) include those:

- with documented disabilities (includes IEP, 504 Plan, or other documents), who have been determined eligible for DRS services or are on a trial work plan, as determined by the DRS counselor;
- with an approved DRS case;
- with an individualized plan for employment (IPE) in place;
- with School Work Study (SWS) as a line of service on the IPE;
- who are at least sixteen (16) years of age; and
- who are attending high school.

All students participating in Work Study shall be DRS clients.

Students participating in Work Study may do so for **no more than 24 cumulative months**, as authorized in the form of Authorization(s) for Purchase(s) provided by the DRS counselors prior to the students starting work. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

The months do not need to be consecutive. Based on individual needs and barriers due to disability, there may be exceptions where the student requires more time to make additional progress. In that instance, the DRS counselor may authorize additional time. Summer months spent in Work Study count in the 24 cumulative months. Transportation, scheduling, administrative or family convenience, or family/individual income needs are not acceptable reasons to extend Work Study beyond 24 cumulative months.

Participating students may work **no more than 15 cumulative hours per week during the school year** (i.e., during the day, evenings, weekends, or holidays). In each of the cases described above, the students **must** be given school credit for their participation during the school day, and the School staff and the DRS counselor will provide important guidance and instructional help around the work experience. If the student works after school hours, in the evening or on weekends, the School may also choose to give the student school credit and is encouraged to do so to support earning elective credits. The School will provide staff to work with the DRS counselor in the area of transition. The School will have at least one (1) person designated to serve as the "teacher/transition coordinator". Paraprofessionals could serve as

transition coordinator or could also be assigned to help with the process and documentation. The School agrees to provide designated staff time for performing the needed duties related to transition. The School agrees to fully inform the staff responsible for carrying out the duties set forth in the Contract. This includes providing all necessary staff with a copy of the Contract.

Students wishing to continue working through the summer as part of Transition School-To-Work: Work Study may do so if the School's current contract, which expires June 30, is renewed for the following fiscal year that begins July 1st.

During the school year - The maximum number of hours worked per student that is reimbursable by the DRS **cannot** exceed 15 cumulative hours per week during the school year. The DRS will reimburse 100% of the wages paid by the School for a maximum 15 cumulative hours per week

During the summer months - The maximum number of hours worked may exceed 15 cumulative hours and no more than 20 per week for summer work only when pre-approved by the DRS counselor. The DRS will reimburse 100% of the wages paid by the School for a maximum 20 cumulative hours per week. Students may work a maximum 20 cumulative hours per week beginning with the first day of summer break. However, upon the first day back to school, the students must go back to working no more than a maximum 15 cumulative hours per week. All Child Labor Laws apply and must be adhered to.

https://www.dol.gov/general/topic/youthlabor

The School is required to continue supervising, monitoring, and reporting on students working in the School or in the community during the summer.

Paid work positions must reflect **real work/jobs** and include tasks that would normally be a function of that position. The students must be learning skills that will transfer to competitive, integrated employment in the community. Classroom instructional time does not count as work. The School must ensure that students have access to a wide variety of work/job types and must also ensure the School has enough work to cover the number of students intended to participate in the program. Examples of work/jobs within the School include, but are not limited to, the following:

- office assistant/mail clerk - deliver mail/messages, stamping, sealing, organizing, cleaning, stocking, inventory, ordering, shredding, answering phones, making ID badges, laminating, taking messages, greeting visitors;
- transportation assistant - cleaning buses inside and out, light vehicle maintenance, checking fluids, tire pressure, assisting with trip tickets, cleaning bus barn;
- teacher's aide - reading to groups/individuals, cleaning, organizing, light grading, bulletin boards, listening to students read, engage students in activities, shredding, making copies;

- custodial -operating electric floor cleaning machines, simple maintenance, taking out trash, cleaning classrooms, sanitizing, dusting lockers and trophy cases, cleaning windows, restocking bathrooms, vacuuming rugs;
- manager of sports team - scorekeeping, ordering, inventory, hauling/moving equipment, washing towels, preparing water jugs and equipment for practices and games;
- information technology assistant - using compressed air to clean computers and keyboards; replacing batteries, mice and keyboards; cleaning monitors; deliveries to students and/or teachers; organizing order tickets;
- clerk in school store or coffee/snack cart - greeting, stocking, inventory, organizing, ordering, taking orders, filling orders, taking money and making change, cleaning, making displays;
- cafeteria assistant - wiping down tables, taking out trash, loading dishes, preparing food and utensils, stocking, serving, organizing;
- library aide - greeting, accepting books, checking books out, shelving books, research, cleaning, organizing, doing displays, answering phones; and
- landscaping/maintenance - mowing, weed eating, edging, pulling weeds, cleaning up flower beds, planting flower beds, selecting flowers/plants, planting in flower beds, trimming trees/shrubs, raking and bagging leaves, picking up trash from parking lot or around school grounds, light repairs on school properties, such as replacing light bulbs, painting, exterminating pests, etc.

The same guidelines should be adhered to when selecting community placements for paid work experiences.

In the final nine (9) months of the student's Work Study (School Work Study, Worksite Learning, Employer Work Study), the student must work for an employer outside of the school or school district, unless otherwise approved by the DRS counselor.
Students may not work in their family-owned business unless approved by the DRS counselor. This includes farms and other businesses.

Upon graduation with a standard diploma and high school exit, students receiving services through the Contract must cease work on the last day of school. They may not continue participation in School Work Study and/or Worksite Learning beyond their high school departure .

A. Work Study Program

There are two types of Work Study through DRS:

1. School Work Study (SWS) allows students with disabilities to **work on the School campus**. The students are supervised or closely monitored by School personnel and the School pays the students a wage, with the **DRS making reimbursement to the School** for

that payment. The **School maintains liability** for the students while working on campus.

1. Worksite Learning allows students with disabilities to **work in the community**. The students are supervised or closely monitored by School personnel and the School pays the students a wage, with the **DRS making reimbursement to the School** for that payment. The **School maintains liability** for the students while working off campus.

B. Other Work Opportunities

This is not a Work Study through DRS:

1. Employer Work Study allows students with disabilities employment experience in **part-time jobs in the community,** with the employers paying the wages/salary(ies). In this instance, the students are employees of the community employers, **employers maintain liability**, and **the DRS does not reimburse the employers for the wages/salary(ies)**.

C. Contractor's/School's Obligations

The Contractor's/School's designated teacher/transition coordinator shall:

1. be knowledgeable about the contents and requirements of the Contract;
2. have received written authorizations from the DRS counselors prior to initiating work study services for eligible students or paying for work study services rendered by eligible students (i.e., not starting a student to work before the DRS has approved in writing);
3. serve as a member of the IEP team and make decisions for job placement as a team;
4. provide information regarding the program to School personnel, students, and parents;
5. provide job readiness instruction and assistance to the students in the program prior to starting their jobs (e.g., helping them prepare for interviewing for the potential position) through transition services or five core pre-employment transition services:
    a. job exploration counseling;
    b. work-based learning experiences;
    c. counseling on opportunities for enrollment in postsecondary education (college, CareerTech, trade education, professional certification, etc.);
    d. workplace readiness, including social and independent living skills; and
    e. self-advocacy, including peer mentoring.
6. support students' job placement efforts, including tracking and regular follow up with students on their progress;
7. collaborate with the DRS counselor to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join or job duties change;
8. assist with the coordination of the individualized education program (IEP) and the individualized plan for employment (IPE) to reflect the SWS services provided by DRS,

including, but not limited to, present levels of performance, services, and annual education/training or employment goals on the IEP;

1. document such transition services or pre-employment transition services provided and completed by participating students;
2. provide such documentation to the DRS counselor at the end of each semester;
3. submit (at the same time and by the 15th of the following month or whenever payroll is run by the School for their payment cycle) monthly invoices/pay stubs, time sheets, progress reports, and proof of payment to students for reimbursement of the wages paid to students participating in School Work Study and/or Worksite Learning; and
4. ensure the electronic copy of the contract is routed to the appropriate person for signature and returned electronically to the DRS.

If claiming mileage reimbursement for the School's teacher/transition coordinator's travel to and from the job sites of participating Work Study students, the School shall submit monthly itineraries and travel claims that have been signed and verified by the School's designated signer.

D. DRS's Obligations

The DRS counselor shall:

1. provide authorization in the form of an Authorization for Purchase to the School's teacher/transition coordinator prior to the School initiating services for each eligible student participating in School Work Study and/or Worksite Learning;
2. provide a written/emailed approval to the School's teacher/transition coordinator prior to the initiation of a student's participation in Employer Work Study;
3. accept referrals, process applications, and help to organize the IEP and the IPE;
4. provide input on the IEP's employment goals, serve as a member of the IEP team, and make decisions for job placement as a team;
5. arrange work schedules to allow for meetings with School staff, the student in the program, parents, employers, and other people involved in the process;
6. organize and provide necessary services, such as, but not limited to vocational assessment & counseling and guidance;
7. provide the School's teacher/transition coordinator with updated information as it becomes available, upon request;
8. support students' job placement efforts, including tracking and regular follow up with students on their progress;
9. collaborate with the School's teacher/transition coordinator to keep track of all students who are taking part in the program, their place of employment, job title, and the skills they are learning or practicing, at least once per semester or whenever new students join or job duties change;
10. monitor students progress at job sites;
11. ensure that the School is submitting monthly timesheets, progress reports, proof of payments to students, and documentation of transition services or pre-employment transition services (as completed) on a regular basis;

1. provide reimbursement to the School for wages paid to students participating in School Work Study and/or Work Site Learning;
2. provide mileage reimbursement at the state rate for the School's teacher/transition coordinator's travel to and from job sites of students participating in School Work Study and/or Worksite Learning; and
3. provide support in assisting students graduating into Employer Work Study.

E. Student Wage

1. The DRS and the School agree that students who are employed by the School as part of a training program are not independent contractors, but employees of the School. **The** School **agrees to deduct state and federal income tax from wages paid to the student**. The School is responsible for costs incurred for workers' compensation or other expenses not included in the minimum wage reimbursed by the DRS, as part of its contribution toward providing coordinated transition services outlined in the Individuals with Disabilities Education Act (IDEA) and the Workforce Innovation and Opportunity Act (WIOA).

2. The DRS and the School further agree that **IRS regulations provide that services performed by a student who is employed by the school in which the student is enrolled are not considered "employment" for purposes of FICA (Federal Insurance Contribution Act—Social Security and Medicare) and FUTA (Federal Unemployment Tax Act—employment tax)** payroll deductions. 26 C.F.R. § 31.3121(b)(10)-2(a)(1) and § 31.3306(c)(10)-2(a). The rules provide that the services performed by the student must be incident to and for the purposes of pursuing a course of study at the School. 26 C.F.R. § 31.3121(b)(10)-2. **The DRS and the** School **agree that students who are employed by the School as part of a training program are not subject to FICA or FUTA, except as otherwise provided below**. The employee/student must be enrolled and regularly attending classes at the school where they are employed to have the status of a student within the meaning of the regulations. This exemption does not apply if the student is working for a private employer through Employer Work Study, rather than for the School as part of an internship program. *The student must be employed by the School in order for the exception to apply.* The Oklahoma Employment Security Act provides that employment as part of a work-training program is exempt from the definition of "employment" and, therefore, not subject to the Act and, therefore, should not be documented as wages paid in quarterly submissions to the Oklahoma Employment Security Commission (OESC). 40 O.S. §1-210 (15)(I). **At the end of the calendar year, students are to be provided a W-2 (Wage and Tax Statement), and <u>not</u> a 1099-Misc form for independent contractors.**

3. In order for the School to be reimbursed for wages paid to a student participating in School Work Study and/or Worksite Learning, the School must have received authorization in the form of an Authorization for Purchase from the DRS counselor prior to the student starting work.

I. <u>Compensation</u>

A. Contract Amount

The DRS shall reimburse the Contractor as follows:

- school months –the current federal minimum wage. EXEMPT from FICA and FUTA, thus should not be taken out of the student's check.
- summer months –the current federal minimum wage, plus FICA and FUTA, as summer months are NOT exempt due to the student not being enrolled at least half-time in school.

Payment shall be made upon receipt of properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services. By law the **DRS cannot pay** in advance. Neither the Contractor nor any other parties may rely upon any amount set by the DRS in the Contract, or otherwise, as a guaranty, warranty, or any other promise of receipt or payment of that amount, except for those goods and/or services provided to and accepted by the DRS pursuant to the Contract.

The **DRS will cancel the Contract if procedures are not followed** (e.g., putting students to work before authorized, inappropriate job placements, delayed billing, not submitting proper documentation as outlined in the Contract). If a settlement/ratification agreement .
must be reached between the Contractor and the DRS, the Contractor will receive only 50% of the funds for which it is seeking reimbursement.

The Oklahoma State Constitution, Article 10, Section 23 states, "Balanced Budget - Procedures. The state shall never create or authorize the creation of any debt or obligation, or fund or pay any deficit, against the state, or any department, institution, or agency thereof, regardless of its form or the source of money from which it is to be paid, except as may be provided in this section and in Sections 24 and 25 of Article X of the Constitution of the State of Oklahoma."

An express or written contract is a document evidencing, among other things, the mutual consent of the contracting parties. The written document becomes effective when the parties have signified their mutual consent by the act of signing it. The act of signing occurs when it occurs and applies only to events in the future.

To ensure you stay within the law and that you receive full compensation for services provided, please wait for official written documentation from your DRS counselors as to when a service may actually begin for an approved DRS client. The DRS CANNOT backdate in order to pay for services for any youth with disabilities.

According to 70 O.S. § 5-142, school districts must conduct national criminal record background searches and fingerprinting on prospective employees. Therefore, the DRS will reimburse the School up to fifty dollars ($50.00) per DRS client who:

* is going to participate in School Work Study and/or Worksite Learning;

* is at least eighteen (18) years of age; and
* has not previously had a criminal background check completed by the school district or any other school district in Oklahoma.

This reimbursement will occur upon request and submission of properly completed documentation to the DRS counselor. If the Contractor chooses to request the expedited background check from the Oklahoma State Department of Education, the Contractor will be responsible for any additional fees beyond the fifty dollars ($50.00).

A. Payment

The State of Oklahoma has forty-five (45) days from receipt of properly completed and approved invoices/pay stubs, timesheets and progress reports documenting the provision of services and/or receipt of proper claims for reimbursement of travel expenses pursuant to the contract for services to make payment to the Contractor. Invoices/pay stubs, timesheets, progress reports, and claims shall be sent to the DRS counselor who authorized services for each DRS client. **DRS cannot reimburse wages for School Work Study and/or Worksite Learning hours that were not authorized in the form of an Authorization for Purchase provided by the DRS counselor prior to the student starting work.** The DRS counselor's name, address, and telephone number are shown on each DRS client's Authorization for Purchase. If the State of Oklahoma fails to make payment within the forty-five (45) days, the Contractor is eligible to receive interest on the unpaid balance due per State of Oklahoma Statutes. The Contractor is responsible for claiming the interest. Pursuant to 2 C.F.R. § 200.407(n), 2 C.F.R. § 200.441, the DRS shall not use federal funds or non-federal funds used for vocational rehabilitation (VR) match to pay interest assessed for late payments to the Contractor.

B. Lapse Of Invoices/Claims

Properly completed and approved invoices/pay stubs, timesheets, and progress reports documenting the provision of services and/or proper claims for reimbursement of travel expenses pursuant to the contract for services shall be submitted within ninety (90) calendar days of the provision of those services and/or incurrence of those travel expenses. Supporting encumbrances may be cancelled upon a lapse of six (6) months from the actual provision of services and/or incurrence of travel expenses pursuant to the contract for services, unless specified otherwise in the Contract.

I. Standard Terms

A. Equal Opportunity/Non-Discrimination

The Contractor 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.

A. Lobbying Activities

The Contractor certifies the following:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, renewal, amendment or modification of any federal grant, or cooperative agreement;

2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

B. Debarment And Suspension

In accordance with Presidential Executive Orders 12549 and 12689, the Contractor certifies that neither it nor its principals are presently debarred, suspended or otherwise disqualified for participation in federal assistance programs. Such certification is a material representation of fact upon which reliance is being placed when entering into the Contract. A determination that the Contractor knowingly rendered an erroneous certification, in addition to other available remedies, may result in whole or partial termination of the Contract for the Contractor's default. Additionally, the Contractor shall promptly provide written notice to the Oklahoma state purchasing director if the certification becomes erroneous due to changed circumstances.

C. Drug-Free Workplace

The Contractor certifies compliance in providing or continuing to provide a drug-free workplace in accordance with the Drug-Free Workplace Act of 1988.

D. Modification

The Contract may only be modified by mutual consent of the parties in writing.

E. Cancellation

1. With Cause: In the event the Contractor fails to meet the terms and conditions of the Contract or fails to provide services in accordance with the provisions of the Contract, the DRS may upon written notice of default transmitted via Certified Mail to Contractor, cancel the Contract effective upon receipt of notice or at 5:00 PM on the fifth calendar day from the date DRS 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. In the event a Notice of Cancellation is issued, the Contractor shall have the right to request a review of such decision as provided by the rules and regulations promulgated by the State of Oklahoma, Office of Management and Enterprise Services.

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

F. Access To And Retention Of Records

The Contractor shall maintain adequate and separate accounting and fiscal records and account for all funds provided by any source to pay the cost of the Contract. Authorized personnel of the U.S. Department of Education or other pertinent federal agencies, and authorized personnel of the Oklahoma Department of Rehabilitation Services, State Auditor and Inspector, and other appropriate state entities shall have the right of access to any books, documents, papers, or other records of contract which are pertinent to the performance or payment of the Contract in order to audit, examine, make excerpts and/or transcripts.

The Contractor is required to retain records relative to the Contract for the duration of the Contract and for a period of seven (7) years following completion or termination of the Contract, unless otherwise indicated in the Contract terms. If a claim, audit, litigation or other action involving such records is started before the end of the seven-year period, the records are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved or until the end of the seven-year retention period, whichever is later.

G. Subcontracting

The services to be performed under the Contract shall not be subcontracted, in whole or in part, to any other person or entity without written approval by the DRS. The terms of the Contract, and such additional terms as the DRS may require, shall be included in any subcontract. Approval of the subcontract shall not relieve the Contractor of any responsibility for performing the Contract.

H. Compliance With State And Federal Laws

The Contractor shall comply with all applicable state and federal laws, rules and regulations relevant to the performance of the Contract. Compliance shall be the responsibility of the Contractor, without reliance on or direction by the DRS.

A. Travel

The travel expenses to be incurred by the Contractor pursuant to the Contract shall be included in the total amount of the contract award. The DRS will only pay travel expenses (including per diem) specified in and charged against the total amount of the contract award. In addition, the DRS will not reimburse travel expenses in excess of the rate established by the Oklahoma State Travel Reimbursement Act, 74 O.S. § 500.1-37. The Contractor shall be responsible for all travel arrangements, and provide supporting documentation for reimbursement.

B. Client Confidentiality

The Contractor assures compliance with DRS requirements pertaining to the protection, use, and release of personal information. The Contractor will hold confidential all personal information regarding individuals, including lists of names, addresses, photographs, records of evaluation, and all other records of the DRS client. This information may not be disclosed, directly or indirectly, unless consent is obtained in writing or as otherwise required by law.

C. Unallowable Costs

In the event any audit, audit resolution, review, monitoring, or other oversight results in the determination that the Contractor has expended DRS funds on unallowable costs on this or any previous contract, the Contractor shall reimburse the DRS in full for all such costs on demand. The DRS may, at its sole discretion, deduct and withhold such amounts from subsequent payments to be made to the Contractor under this or other contracts.

D. Audit

1. **Federal Funds**
   Organizations that expend $750,000 or more in a year in federal funds from all sources shall have a certified independent audit conducted in accordance with 2 C.F.R. Part 200.

2. **State Funds**
   Corporations both for-profit and non-profit, and governmental entities that receive $50,000 or more in a year in State funds from DRS shall have a certified independent audit of its operations conducted in accordance with Government Auditing Standards. The financial statements shall be prepared in accordance with Generally Accepted Accounting Principles, and the report shall include a supplementary schedule of awards listing all state and federal funds by funding source.

1. **Auditor Approval and Audit Distribution**

The audit shall be performed by a certified public accountant or public accountant who has a valid and current permit to practice public accountancy in the State of Oklahoma, and who is approved by the Oklahoma Accountancy Board to perform audits according to Government Auditing Standards. The Contractor's fiscal managers and appropriate oversight bodies shall review the auditor's latest external quality control review report prior to the audit being conducted. DRS retains the right to examine the work papers of said auditor.

The Contractor shall submit two copies of the annual audit report, management letter (if applicable), corrective action plan to all audit findings, and the auditor's latest external quality control review report to the DRS Contracts Unit at 3535 N.W. 58th Street, Suite 300, Oklahoma City, OK 73112 or Contracts@okdrs.gov within 120 days of the Contractor's fiscal year end. In the event the Contractor is unable to provide the audit report within the time specified, the Contractor shall submit a written request for an extension to the physical address or email address listed above, citing the reason for delay. The DRS reserves the right to suspend payment to the Contractor for costs owed pursuant to this Contract if the DRS has not received the prior year audit.

E. Clean Air Act

The Contractor agrees 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 Contractor agrees to report each violation to DRS and understands and agrees that DRS will, in turn, report each violation as required to assure notification to the appropriate Environmental Protection Agency Regional Office.

F. Employment Relationship

The Contract does not create an employment relationship. Individuals performing services required by the Contract are not considered employees of the State of Oklahoma or the DRS for any purpose, and as such shall not be eligible for benefits accruing to state employees. The Contractor shall comply with all applicable laws regarding workers' compensation insurance.

G. Insurance

If the Contractor is not a self-insured governmental entity, the Contractor is hereby required to carry liability insurance adequate to compensate persons for injury to their person or property occasioned by an act of negligence by the Contractor, its agents or employees. Said policy must provide that the carrier may not cancel or transfer the policy without giving the DRS thirty (30) days written notice prior to the cancellation or transfer. The Contractor shall timely renew the policies to be carried pursuant to this section

throughout the term of the Contract, and provide the DRS with evidence of such insurance and renewals upon request.

A. Punitive Actions

The Contractor understands that payment for services to DRS clients pursuant to the Contract shall be made by the DRS. Accordingly, the Contractor shall not restrict or refuse services under the Contract to DRS clients based on nonpayment by the DRS. No actions shall be taken against the DRS client, including collection actions for any service covered under the Contract, or for any late payment for which the DRS has responsibility. In addition, the Contractor agrees that no punitive actions will be taken against any client of the DRS for late payment of any tuition, fees, books, supplies, etc. for which the DRS has responsibility. This includes, but is not limited to, withholding grades, Pell or other financial aids, or delaying enrollment.

B. Prior DRS/State Employment

The Contractor hereby certifies that at the start of the contract period neither he/she nor, if applicable, any member of its board or officers are former DRS employees who were employed by the DRS during the prior twelve (12) months. Pursuant to 74 O.S. § 85.42(B), the Contractor also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the Contractor to fulfill any of the services provided for under said contract. This term shall not apply when the Contractor is a State of Oklahoma governmental entity.

C. Legal Employment Status Verification System

The Contractor certifies that it and all proposed subcontractors, whether known or unknown at the time the Contract is executed or awarded, are in compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007 (25 O.S. §§ 1312 and 1313) and all applicable federal immigration laws and are registered and participate in the Status Verification System. The Status Verification System is defined at 25 O.S. §1312, and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and is available at www.dhs.gov/E-Verify.

D. Contract Jurisdiction

The Contract will be governed in all respects by the laws of the State of Oklahoma. The State of Oklahoma, District Court of Oklahoma County will be the venue in the event any legal action is filed by the DRS or the Contractor to enforce or to interpret provisions of the Contract.

E. Severability

If any provision under the Contract, or its application to any person or circumstance, is held invalid by any court of competent jurisdiction, such invalidity does not affect any other provision of the Contract or its application that can be given effect without the invalid provision or application.

A. TikTok Ban

Pursuant to State of Oklahoma Governor's Executive Order 2022-33, no person or entity who contracts with the State of Oklahoma, including but not limited to any State agency, board, commission, or authority and agents thereof, shall download or use the TikTok application or visit the TikTok website on government networks or other State-owned or State-leased equipment.

B. Certification For Non-Boycott Of Israel Goods Or Services

Pursuant to 74 O.S. § 582, in contracts of more than $100,000, the Contractor certifies that it is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the State of Oklahoma, and that it will not boycott Israel during the term of the Contract.

C. Certification For Non-Boycott Of Fossil Fuel Energy Companies

In contracts of $100,000 or more and where the Contractor has 10 or more employees, the Contractor certifies that it does not currently boycott energy companies in violation of the Energy Discrimination Elimination Act of 2022 (74 O.S. § 12001 et seq.). The Contractor further certifies that it will not boycott energy companies in violation of the Act during the term of the Contract.

D. Force Majeure

A party is not liable for failure to perform the party's obligations if such failure is a result of Acts of God (including fire, flood, earthquake, storm, or other natural disaster), war, invasion, act of foreign enemies, hostilities (regardless of whether war is declared), strikes or labor disputes, embargoes, government orders, epidemics, pandemics or other similar events beyond the reasonable control of the party. If a party asserts Force Majeure as an excuse for failure to perform the party's obligation, then the nonperforming party must prove that the party took reasonable steps to minimize delay or damages caused by foreseeable events, that the party substantially fulfilled all non-excused obligations, and that the other party was timely notified of the likelihood or actual occurrence of an event described in this clause.

If an event of Force Majeure occurs, the party injured by the other's inability to perform may elect one of the following remedies:

- to terminate the Contract in whole or in part; or

- to suspend the Contract, in whole or part, for the duration of the Force Majeure circumstances.

The party experiencing the Force Majeure circumstances shall cooperate with and assist the injured party in all reasonable ways to minimize the impact of Force Majeure on the injured party.

A. Termination For Funding Insufficiency

Notwithstanding anything to the contrary in any Contract document, the DRS may terminate the Contract in whole or in part if funds sufficient to pay obligations under the Contract are not appropriated or received from an intended third-party funding source. In the event of such insufficiency, the Contractor shall be provided at least fifteen (15) calendar days' written notice of termination. Any partial termination of the Contract under this section shall not be construed as a waiver of, and shall not affect, the rights and obligations of any party regarding portions of the Contract that are not terminated. The determination by the DRS of insufficient funding shall be accepted by and shall be final and binding on the Contractor.

B. Prohibition On Certain Telecommunications And Video Surveillance

The Contractor shall not obligate or expend funds received as payment under this contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system produced by one of the prohibited companies as provided for at 2 C.F.R. § 200.216.

I. Signatures

For the faithful performance of the terms of the Contract, the parties hereto, in their official capacities stated, affix their signatures.

Oklahoma Department of Rehabilitation Services

Signature Date

Kathy Lowry, CPO
Print Name

Manager/Compliance Officer
Title

Contractor

Signature:

Email: wilsonk@mustangps.org

Signature Date

Print Name

Title

Contact Person Telephone

Contractor's Email Address

STATE OF OKLAHOMA
DEPARTMENT OF REHABILITATION SERVICES
WORK PLAN

Mustang Public Schools
VENDOR

Contract Number

Candace Lewis has been appointed contract monitor for the above stated contract and assumes responsibility for the monitoring of all programmatic aspects of the contract, including the periodic and ongoing review of reports or other valid indications of performance. The contract monitor also assumes oversight responsibility for fiscal monitoring of said contract.

The contract monitor has been assigned the following duties:

1. monitoring services provided through the contract;
2. periodically reviewing interim reports or other indications of past contract performance;
3. monitoring contractor compliance to the requirements and specifications of the contract;
4. monitoring pre-authorization of contract services in AWARE;
5. monitoring the Oklahoma Department of Rehabilitation Services (DRS) authorizing authority's approvals for services provided through the contract;
6. monitoring the DRS authorizing authority's receiving, reviewing, approving, and submitting of invoices/claims for payment to DRS Finance – Accounts Payables (State Office);
7. If the contract number begins with 805, the contract monitor shall submit requests for additional funding to the DRS Contracts Section prior to the expenditure of funds.

All information pertinent to this contract (i.e., original contract copies, addendums, revisions, vendor correspondence, evaluations, reports, audits, compliance reviews and staff comments regarding service provision) shall be maintained in the central repository located in the DRS Contracts Section. Documentation shall be made available for review upon request by the Office of Management and Enterprise Services (OMES). Copies of invoices/claims shall be maintained in the DRS Finance Unit. Confidential DRS client information shall be maintained in the DRS client's case service file.

The services to be performed through the contract are necessary for DRS to carry out its policies, rules, and regulations regarding the provision of indicated and appropriate rehabilitation services in a timely manner leading to employment of eligible disabled individuals, per the Code of Federal Regulations (CFR), Section 261.42(a)(4).

OKLAHOMA Rehabilitation Services

OKLAHOMA Education

The Workforce Innovation Opportunity Act (WIOA) requires the Department of Rehabilitation Services (DRS) to collect and report Measurable Skills Gains for youth.

To document these Measurable Skills Gains, Vocational Rehabilitation Counselors will need to obtain a consent form signed by a parent or the student (if they are age 18+) to then submit to your school to obtain copies of students' secondary transcripts. You can expect to receive such transcript requests at the end of each semester and should note that the signed consent forms are only good for one year.

The State Department of Education Special Education Services (OSDE-SES) and DRS request that LEAs collaborate with their local VR Counselors to establish procedures to assist VR Counselors with obtaining students' secondary transcripts and/or report cards to meet WIOA compliance.

Here are some examples of effective procedures VR counselors have shared:

1. The VR Counselor obtains a DRS release form signed by the student's parent/guardian or by the student if they are age 18+ (see example) and then provides a copy of the signed release forms to your school district. The LEA then provides the transcripts to the OKDRS/VR counselor.

> (NOTE: LEA's are encouraged to establish a set contact person(s) for the VR Counselor to send consent forms, such as the counselor's office, registrar, special education administration support staff, etc.)

2. For those students participating in School Work Study (SWS), the VR Counselor will send copies of the signed release forms and the school can provide the students' transcripts along with the SWS time sheets.

3. The VR Counselor sends out the following letter to students and encloses a self-addressed postage-paid envelope for the student to return the transcript in the mail to DRS:

> Dear [Client],
>
> The first (second) semester of the school year is almost over, and I hope it has been a good semester for you! I am required to document in your vocational rehabilitation your educational process each semester. Please provide DRS with a copy of your semester's grades. Please return either a high school transcript for (insert the fall or spring semester and the year) or a report card in the enclosed postage-paid envelope or email it to me at (insert counselor's email address). Please contact me if you have any questions at all. Thank you!

Thank you for your support as we work to improve outcomes for students with disabilities.

Renee Sansom Briscoe
Transition Coordinator
405-212-7789
rsansom@okdrs.gov

Lori Chesnut
Program Specialist
405-521-4802
lori.chesnut@sde.ok.gov

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Karen Wilson, Executive Director of Student Services

Board Meeting Date: June 10, 2024

Contract Vendor: Atwood Behavioral Consulting, LLC **Time Frame:** July1, 2024 - June 30, 2025

Amount: $ 5,000.00 **Fund:** 11 **Project:** 047/621

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Contract for professional services by Atwood Behavioral Consulting LLC would include: 1) overseeing and administering the RBT Course for any district paraprofessionals, 2) consultation with the MPS Behavior Team on student behavior, consultations, behavioral programs, or professional development, and 3) the completion of requested functional behavioral assessments (FBA) or behavioral intervention plans (BIP).

Contract for Professional Services

Atwood Behavioral Consulting LLC
Julie D. Atwood M.Ed., BCBA, LBA-OK/TX
atwoodbehavioralconsulting@gmail.com
(207) 479-7866

This contract is established between Mustang Public Schools (MPS) and Atwood Behavioral Consulting LLC (owned by Julie Atwood). It is mutually agreed that Mustang Public Schools will pay Julie Atwood for specialized services including the following:

- Overseeing and administering a 40-Hour RBT Course including: managing the MPS Canvas LMS, grading assignments within the course, enrolling staff in the course, responding to email correspondence from staff about the course, and signing/administering certificates of completion for the course to qualified staff.
  - MPS permits Julie Atwood to retain the data from the course for seven years in case of BACB audit (see below).
- Consultation with the MPS Behavior Team and Student Services Team on student behavior, consultations, paperwork, behavioral programs (e.g., Boost, BRAIN, or Bronco), professional development, and other behavioral concerns.
- The completion of Functional Behavior Assessments (FBAs) and Behavior Intervention Plans (BIPs) including indirect data collection (e.g., staff/parent/student interview, rating scales, etc.), direct data collection (e.g., student observation), report writing, meetings and training of staff if desired.
- Other Professional Development and training opportunities for MPS staff as needed.

Mustang Public Schools agrees to the following:

- Provide Julie Atwood with a Mustang Public Schools email address for the duration of the contracted dates.
- Provide Julie Atwood with access to the Canvas LMS and MPS Google Suite for the duration of the contracted dates.
- Compensate Julie Atwood at an hourly rate of $75 with time billed at 5-minute minimum increments.
- Provide adequate notice of cancellation of in-person need of services (e.g., at least 2 hours notice). A one-hour minimum will be charged for lack of notice of cancellation of in-person services.

- Allow Julie Atwood to retain the records from the Canvas LMS 40-Hour RBT Course in a secure location for a total of seven years in case of BACB audit. Retained records include only the following:
  - Full names of staff enrolled in the course.
  - A download of the course including all videos, PowerPoints, assignments, etc.
  - Staff responses and grades on all assignments and surveys within the course.
  - Dates in which all assignments were completed.
- Remit payment to Julie Atwood, 3121 Cristo Court, Norman, OK, 73071, within 30 days of receipt of a dated monthly invoice of services.
- Mustang Public Schools acknowledges that all opinions, advice (written or oral), and training/resources given by Julie Atwood are intended solely for the benefit and use of Mustang Public Schools. MPS agrees that no person or entity other than MPS will be entitled to make use of or rely upon the advice of Julie Atwood. No opinion or advice will be used for any other purpose or reproduced, disseminated, or quoted in any manner or for any purpose, nor may MPS make any public references to Julie Atwood, or use her name (or Atwood Behavioral Consulting) in any annual reports or other releases of MPS without prior written consent

Julie Atwood agrees to the following:

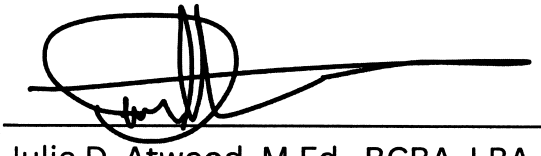
- Keep and share an itemized timesheet of services with MPS on an agreed-upon schedule.
- Communicate in writing to Dr. Karen Wilson and Mr. Michael Barrick upon the accumulation of $600 in weekly services by MPS.
- Provide a monthly itemized billing statement to MPS following the rendering of services by the fifth day of the following month.
- Meet the BACB's eligibility requirements to provide instruction and supervision of the 40 Hour RBT Coursework.
- Julie Atwood agrees to maintain liability insurance in the minimum amount of $100,000, and to provide a copy of proof of insurance to MPS if requested.

Mustang Public Schools and Julie Atwood agree to the following:

- Abide by the Professional and Ethical Code for Behavior Analysts (e.g., confidentiality, consent for services, professional conduct, scope of practice, etc.) and relevant state and federal laws.

- Keep all information relating to current or potential students/staff including, but not limited to, any clinical, medical, or educational data/information confidential.
- Ensure that any students who are receiving observation, consultation, or recommendations from Julie Atwood have a parent consent form on file that permits the sharing of information and consultation.
- The 40-Hour RBT course will remain accessible to Mustang Public Schools following the termination of this contract. However, MPS will gain written consent from Julie Atwood prior to making any changes to the course content or oversight from another BCBA in the future.
- Termination of the consultative relationship can occur at any time by mutual consent of both parties, with 10 days prior written notice.
- Immediate termination of the relationship under the following situations only:
    - The mutual goals of the relationship have been achieved satisfactorily and/or the contract period has ended.
    - Progress has not been made after three instances of written (e.g., emailed, report, etc.) corrective feedback from Julie Atwood.
    - Egregious violations of the BACBs Professional and Ethical Code for Behavior Analysts.
- In providing MPS with the above services, Julie Atwood (and Atwood Behavioral Consulting) will not be liable to Mustang Public Schools or its creditors for errors of judgement, the misuse of provided advice/consultation by those employed, or tasks completed with negligence by employees of Mustang Public Schools. Julie Atwood will not be accountable for any loss suffered by Mustang Public Schools by reason of action or non-action on the basis of any advice, recommendation, or approval of Julie Atwood. The parties acknowledge that Julie Atwood takes no responsibility for the accuracy of any statements to be made via verbal or written communications.
- Julie Atwood's maximum liability shall not exceed the cash compensation received from Mustang Public Schools.

This agreement becomes effective upon 7/1/2024 and will continue until either party submits 10 days prior written notice of the termination of the contract or 6/30/2025, whichever comes first.

Authorized Representative	Date
	5/22/2024
Julie D. Atwood, M.Ed., BCBA, LBA-OK/ TX BACB 1-16-23736	Date

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Ryan McKinney, Assistant Superintendent of Secondary Education

Date: June 10, 2024

Contract Vendor: Sign Language Resource Service, Inc **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 1,500.00 **Fund:** 11 **Project:** 065

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Sign Language Resource Service, Inc will provide interpreting services for hearing impaired parents/guardians of students enrolled in Mustang Public Schools during parent / teacher conferences, extra curricular performances student is involved in and other meetings the district requires of the parents/guardians.

Onsite: $340.00 minimum, $170.00 hourly | **Virtual:** $346.00 minimum, $173.00 hourly

EMERGENCY LEGAL: ***Legal Emergency/Urgent orders***
Onsite: $390.00 minimum, $195.00 hourly | **Virtual:** $396.00 minimum, $198.00 hourly

HOLIDAY: ***(New Year, Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas)***
Onsite: $426.00 minimum, $213.00 hourly | **Virtual:** $432.00 minimum, $216.00 hourly

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MILEAGE & EXPENSES: Company will be billed each interpreter's mileage to and from the assignment in accordance with the IRS standard mileage reimbursement rate per mile, as well as assignment related expenses incurred, typically parking, tolls, etc.

TRAVEL TIME CHARGES: (interpreter travels 100 miles or more round trip): Assignment sites outside large metropolitans should expect travel time charges. SLRS uses a Google Maps addon to calculate the interpreter's time necessary to travel to the assignment site and back. The booked time will include the entire block of time: (travel to the site + minimum charge (2 hours), and the travel time back). If canceled in less than 24 business hours (see CANCELLATION POLICY), the entire booked time (travel + appointment time) will be charged.

CONFIDENTIALITY: All interpreters are required to keep all assignment related information strictly confidential and to abide by the RID Code of Professional Conduct. All independent contractors have a Business Associate Agreement with SLRS.

NON-COMPETITION & Business Associate Agreement (BAA): The Company will not pursue hiring or contracting with SLRS interpreters directly. Interpreters sent by SLRS must be booked through SLRS. When necessary, the Company will provide SLRS a BAA according to and consistent with HIPAA requirements. The Company is responsible for HIPAA compliance as is required by applicable laws and regulations. SLRS is responsible for compliance with the provisions and obligations set forth in the BAA and by applicable laws and regulations executed by the parties. Each party will only be held responsible or liable for compliance with the requirements of HIPAA or the BAA obligations that apply to them. Neither will be held responsible for complying with the legal and regulatory obligations of the other party.

CANCELLATION POLICY (strictly upheld): SLRS incurs the cost of interpreting services if services are canceled with less than 24 business hours' notice. Assignments canceled less than 24 business hours from the assignment start time will be charged the entire booked time. This includes, but is not limited to, services are not wanted or needed, appointments are rescheduled, the time/date is adjusted, etc. NO EXCEPTIONS. The cancellation policy goes into effect the moment an order is taken by SLRS. Canceling services must be done through SLRS office personnel only (not the interpreter), or by emailing SLRS at contact@SLRSinc.com (retrieved during normal business hours). Office hours can be found at SLRSinc.com/contact.

PAYMENT: Company will not pay or be invoiced from the interpreter. SLRS processes accounts weekly and will send the company an electronic invoice. Payments made by mail will be sent to PO Box 7 Edmond, OK 73083.
SLRS accepts Visa, Master Card, Discover, American Express, PO's and checks. Payment is due upon receipt of invoice, made payable to "SLRS Inc." Company will be charged a $10.00 or 1.5% (whichever is greater and to the extent allowed by law) late fee, per 30 days. Accounts over 120 days will be charged a $50 collection fee and sent to an outside collection agency. $30.00 fee for returned checks or ACH. You can set up recurring credit card payments by calling our office. By signing this agreement, you give SLRS permission to store your credit card information, if provided, on our secure credit card processing platform.

Sign Language Resource Services, Inc.

Service Agreement

Company:
Mustang Public Schools

Billing Dept:

Billing Address:
12400 SW 15 st

Yukon OK 73064

Karen Wilson

Created: 5/3/24

Acct #
MUSTANG-2849
AP POC:
Tami Cooper
AP Phone:
405-376-7835
AP Email:
coopert@mustangps.org

Agreement between SLRS- Sign Language Resource Services, Inc., hereafter referred to as "SLRS" and the entity shown above, hereafter referred to as "Company." RATES AND POLICIES ARE SUBJECT TO CHANGE WITHOUT NOTICE. SLRS provides services as requested, and when available. PEAK seasons are January - May and September - Thanksgiving. During these times, interpreters' schedules are typically booked 2 weeks out. Please provide as much notice as possible. We will always attempt to fill last minute requests.

QUANTITY/TEAM: It is the goal of SLRS to provide highly qualified interpreters for each individual request. Typically, an assignment of up to 1.5 hours can be accomplished using 1 interpreter. Most assignments exceeding 1.5 hours of continuous language processing will require 2 interpreters working together as a team. Some assignments will require a team no matter the length based on the information being processed, i.e., legal, and traumatic situations. SLRS will determine the number of interpreters needed per request. In the event SLRS does not provide all necessary interpreters (the Company provides its own teaming interpreter) and for whatever reason the Company's interpreter(s) is late, absent, or is unqualified, the assignment will be canceled, and the Company will be billed the entire booked time.

MINIMUM CHARGE: Applies to all requests, per interpreter. Minimum charge covers requests up to one hundred and twenty (120) minutes or two (2) hours. Bookings which exceed two (2) hours will be billed the minimum charge for the first two (2) hours, and the appropriate hourly rate thereafter.
SHORT NOTICE: An additional $10 per hour ($20 minimum) will be charged for all non-emergency/urgent requests ordered with less than 24 business hours' notice.

SPECIALTY INTERPRETING: An additional amount of $30 per minimum and $15.00 per hour will be added to all rates, per interpreter, where specialized interpreting is necessary. Specialized services include CDI/DI (Deaf interpreter), Tactile, Deaf-Blind, etc.

REGULAR: ***8:00 AM-5:00 PM, Monday-Friday***
Onsite: $170.00 minimum, $85.00 hourly | **Virtual:** $176.00 minimum, $88.00 hourly

AFTER HOUR: ***5:00 PM-8:00 AM, Monday-Friday, weekends***
Onsite: $256.00 minimum, $128.00 hourly | **Virtual:** $262.00 minimum, $131.00 hourly

LEGAL: ***8:00 AM- 5:00 PM, Monday-Friday***
Onsite: $220.00 minimum, $110.00 hourly | **Virtual:** $226.00 minimum, $113.00 hourly

AFTER HOUR LEGAL: ***5:00 PM-8:00 AM, Monday-Friday, weekends***
Onsite: $330.00 minimum, $165.00 hourly | **Virtual:** $336.00 minimum, $168 hourly

EMERGENCY/URGENT: ***After hours or urgent no-notice requests***

SLRS

Sign Language Resource Services, Inc.

Service Agreement

Each party represents and warrants to the other that it is not excluded from participation in any Federal Health Care Programs; debarred, suspended, or otherwise excluded from participating in any other federal or state procurement or non-procurement program or activity; or designated a Specially.

Designated National or Blocked Person by the Office of Foreign Asset Control of the U.S. Department of Treasury. Each party further represents and warrants that to the party's knowledge, there are no pending or threatened governmental investigations that may lead to such exclusion. Each party shall notify the other in writing upon the commencement of any such exclusion or investigation immediately upon receiving first notice of such exclusion or investigation. Each party shall have the right to terminate this Agreement immediately upon learning of any such exclusion and shall be kept informed of the status of any such investigation.

Either party may cancel this agreement at any time without cause by providing 10 days' written notice to the other party. By signing below, the Company Representative, being a person of authority representing Company and with the authority to carry out compliance of these terms, has read and understands the above defined rates, policies & procedures and will abide by them as outlined.

_____

Company Representative Signature print name, and title Date

SLRS:

SNichols **Stephanie Nichols,**

CEO **5/6/2024**

SLRS Signature **print name, and title** **Date**

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Ryan McKinney, Assistant Superintendent of Secondary Education

Date: June 10, 2024

Contract Vendor: Imagine Learning **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 56,116.00 **Fund:** 11 **Project:** 065

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Edgenuity Academic Integrity 30 Single Users for grades 6th thru 8th and site license for grades 6th thru 12th at the cost of $47,976.00 for the 2024-2025 school year.
IS On-Demand Tutor for 30 Single Users grades 6th thru 8th and site license for grades 6th thru 12th at the cost of $8140.00 for the 2024-2025 school year.

Price Quote

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

Date	3/22/2024
Quote No.	Q-47750
Acct. No.	12215162
Total	47,976.00
Pricing Expires	9/30/2024

Mustang Public Schools
12400 SW 15th St
Yukon OK 73099
United States

We appreciate the continued opportunity to serve Mustang.

Payment Term	Contract Start	Contract End
Net 30	7/1/2024	6/30/2025

Site	Description	End Date	Qty
Mustang Public Schools			
	Edgenuity Academic Integrity	06/30/2025	1
	Edgenuity 6-8 Single User	06/30/2025	30
Mustang High School			
	Edgenuity 6-12 Comprehensive Site License	06/30/2025	1

Subtotal	47,976.00
Tax Total	0.00
Total	47,976.00

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 . These Terms and Conditions are available at 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.

Mustang Public Schools

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

Imagine Learning Representative

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

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.

imagine learning

Price Quote

100 S. Mill Ave
Suite 1700
Tempe, AZ 85281
877-725-4257

Date	5/3/2024
Quote No.	Q-56041
Acct. No.	12215162
Total	8,140.00
Pricing Expires	10/30/2024

Mustang Public Schools
Mustang High Alt Ed 12400 SW 15th St
Yukon OK 73099
United States

Payment Term	Contract Start	Contract End
Net 30	7/1/2024	6/30/2025

Site	Description	End Date	Qty
Mustang Public Schools			
	IS On-Demand Tutoring for Single User Licenses	06/30/2025	30
Mustang High School			
	IS On-Demand Tutoring for Site License	06/30/2025	1

Subtotal	8,140.00
Tax Total	0.00
Total	8,140.00

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 . These Terms and Conditions are available at 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.

Mustang Public Schools

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

Imagine Learning Representative

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

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.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Ryan McKinney, Assistant Superintendent of Secondary Education

Date: June 10, 2024

Contract Vendor: Canadian County Education Center **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 15,000.00 **Fund:** 11 **Project:** 065

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Alternative Educational Services for the 2024-2025 school year for students 7th grade through the 12th grade in the amount of $15,000.00 for 15 students.

Canadian County Education Center

7905 E. Highway 66

El Reno, Oklahoma 73036

(405) 262-5547

April 22, 2024

Dear Administrators,

Enclosed is your district's Canadian County Education Center (CCEC) contract for the 2024-2025 school year. Schools will be charged $1000 per student slot, up to the number of slots available to them.

Please return your school board signed contract to:

CCEC
Attn: Tom Dillard
7905 E. Hwy 66
El Reno, OK 73036

Feel free to contact the CCEC office with any questions or concerns.

Wishing you the best,

Tom Dillard
Director of Student Services/Principal
Canadian County Education Center
405-264-5547 Office

STATE OF OKLAHOMA
CANADIAN COUNTY
FILED OR RECORDED

APR 22 2024

SHERRY MURRAY
COUNTY CLERK

Canadian County Education Center Contract
2024-2025 Fiscal Year

Agreement entered into as of the 1st day of July, 2024, by and between Independent School District No. 09I069 of Canadian County, Oklahoma, a/k/a **Mustang Public Schools** (herein referred to as MPS) and **the Board of County Commissioners of Canadian County, Oklahoma** (herein referred to as COUNTY) on behalf of the Canadian County Children's Justice Center (herein referred to as CCCJC).

WITNESSETH:

WHEREAS, CCCJC is located within the boundaries of the El Reno Public Schools District (herein referred to as ERPS) who shall serve as the Lead Education Agency (herein referred to as LEA) for CCCJC's school programs.

WHEREAS, CCCJC includes an alternative education facility and school program called the Canadian County Education Center (herein referred to as CCEC) to be used for alternative education students who are in the 7th grade through the 12th grades from various school districts within Canadian County, Oklahoma.

NOW THEREFORE, in consideration of their mutual covenants and obligations, and other good and valuable consideration, **the MPS and the COUNTY mutually agree as follows**:

355705088. CCEC Alternative Education Facility. The County through CCCJC will be responsible for the maintenance of CCEC. The CCCJC will be responsible for providing and maintaining all of CCEC's furnishings, equipment, materials, supplies, textbooks and teaching aides. CCEC will include five (5) classrooms, a commons area, appropriate office space, and access to CCCJC's gymnasium.

355705089. Education Facility Staff. The staff will consist of a principal and an appropriate number of teachers (estimated to be 6). The staff will be hired by the LEA subject to approval of CCCJC's Director(s) and Director of Student Services. The staff will be employees of the LEA and subject to all applicable policies of the LEA's Board of Education.

355705090. Staff Qualifications/Certification. The LEA will be responsible for hiring only those persons who have the qualifications and certification required by law to teach in or administrate an Alternative Education program.

355705091. Program Certification. The LEA and CCEC staff will, through joint efforts, take the steps necessary to obtain and maintain the necessary certification of the program.

355705092. CCCJC Alternative Education Programs. CCEC's Alternative Education program offered pursuant to this Agreement, will be separate from the Alternative Education services provided to juveniles enrolled in CCCJC's other school programs: Detention, Sanctions, and Fort Reno Adolescent Center. CCEC will meet the requirements developed by the Oklahoma State Department of Education for Alternative Schools.

240342

355705093. CCEC Students. CCCJC Director(s) and Director of Student Services will establish and enforce CCEC student admission and enrollment criteria. CCEC will provide Alternative Education to qualifying students from school districts who have entered into a contract with the COUNTY for such Alternative Education services. Students in the seventh (7th) through twelfth (12th) grades will be eligible for referral.

355705094. Status of Students. MPS students who attend CCEC will remain students of MPS and will be subject to the applicable graduation requirements of the MPS district. MPS will be responsible for maintaining the records and submitting the reports required by state and/or federal law for MPS students enrolled in CCEC.

355705095. CCEC's Program Term. CCEC will provide Alternative Education services to MPS students on the days that the LEA is in session.

355705096. Number of Students. MPS agrees to send no more than 15 MPS qualifying students to CCEC at one time during the 2024-2025 school year. If additional students are in need of CCEC, additional slots may be purchased on a per diem basis, if available and approved by CCCJC's Director(s) and the Director of Student Services.

355705097. Payment. MPS payment to the COUNTY of $1000.00 for each slot (up to 15) as designated in paragraph 09.

355705098. Special Education Students. MPS agrees to maintain a SPED student ratio at or below 25% of qualifying students at CCEC.

355705099. Transportation of Students. During the academic year, MPS will be responsible for transportation of MPS students, if needed, to and from the CCEC.

Terms of Agreement. This Agreement shall be effective from the date it is executed by the parties through the end of the 2024-2025 fiscal year on June 30, 2025. This Agreement may be renewed for subsequent fiscal years, upon mutual ratification of the parties of all terms, including any modifications of the provisions in paragraphs 9 and 10 hereinabove.

IN WITNESS THEREOF, **MPS** and the **COUNTY** have executed this Agreement on the day and year written above.

District Attorney

BOARD OF EDUCATION OF INDEPENDENT DISTRICT
NO. 09-I069, CANADIAN COUNTY, OKLAHOMA
MUSTANG PUBLIC SCHOOLS
12400 SW 15TH ST
YUKON OK 73099

By: _____
Board President

Attest:

_____
Board Clerk

BOARD OF COUNTY COMMISSIONERS OF
CANADIAN COUNTY, OKLAHOMA

By: Tomas Manske 4-22-24
Tomas Manske, Chair & Commissioner

By: Tracey Rider
Tracey Rider, Commissioner

By: _____
Dave Anderson, Commissioner

Attest: Sherry Murray
Sherry Murray, County Clerk

CANADIAN COUNTY OFFICIAL SEAL EL RENO, OKLAHOMA

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Stacy Edwards, Assistant Superintendent of Elementary

Date: June 10, 2024

Contract Vendor: FlexPoint Education Cloud/Florida Virtual **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 4,823.75 **Fund:** 11 **Project:** 065

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Learning Management System Virtual License for grades K thru 6th at the cost of $192.95 each for 25 licenses totaling $4,823.75 for the 2024-2025 school year. Paid with General Fund 11 Project 065.

FlexPoint™
EDUCATION CLOUD
FlexPoint™ is a trademark of Florida Virtual School.

QUOTE

This is not an invoice

Company Name	Florida Virtual School	Created Date	3/18/2024
Company Address	5422 Carrier Drive, Suite 201 Orlando, Florida 32819 United States	Expiration Date	6/16/2024
		Quote Number	00012840
Remit To	Florida Virtual School P.O. Box 737413 Dallas, TX 75373-7413		

Prepared By	Meredith Shiero	Account Name	Mustang Public Schools
Phone	(407) 212-5127		
Email	mshiero@flexpointeducation.com		

Product	Quantity	Sales Price	Total Price
FlexPoint Hosted Per Student License	25.00	$192.95	$4,823.75

Grand Total $4,823.75

Please make PO out to Florida Virtual School and send to info@flexpointeducation.com.

*This is a price quotation for customer's convenience only and not an offer to contract. All quotations are subject to review and final acceptance by a duly authorized representative of Florida Virtual School ("FLVS") at its offices. Not responsible for typographical or other errors. FLVS's standard terms and conditions will apply to any order.

Any pricing in this quotation is exclusive of any applicable sales, use or other similar taxes or duties. The customer is responsible for any such taxes or duties.

Payment Information

Please make PO out to Florida Virtual School and send to info@flexpointeducation.com. If paying via another method, please contact your sales representative for an invoice.

FlexPoint Hosted Per Student Terms

Type of License:

• **FlexPoint Hosted Per Student:** Under the FlexPoint Hosted Per Student License, a student is defined as a unique user ID enrolled in an active status in one or more course for 14 days or that has completed at least 15% of a course, whichever occurs first. If a student is no longer actively enrolled in FlexPoint courses before the renewable term expires, this license cannot be re-used to provide access to another student.

Terms and Restrictions:

• Course materials are NOT included. Please see your FlexPoint representative for a list of applicable materials.
• License includes use of the Buzz Learning Management System (LMS) to teach FlexPoint content.
• Instruction provided by customer.
• eTeacher's Guides are included. (*Guides may not be available for all courses)
• Customer may supplement or hide lessons but may not edit lesson content.
• Some courses may not be available in this model. Please see your FlexPoint representative for details.
• **Overages ("Additional Usage")**: Customer is financially responsible for overages. An overage is any student enrolled in excess of the number purchased at the beginning of or during the term of the license. System-based caps are not available. FlexPoint will audit customer's account for overages and invoice customer for Additional Usage.
• **Digital Library**: The Digital Library functionality may not be used with third-party course content including but not limited to Mawi Learning courses. Use of the Digital Library with FlexPoint course content or third-party course content may result in unexpected overage fees. Please see your FlexPoint representative for more information and a list of third-party courses before using the Digital Library.

IMPORTANT: By issuing a Purchase Order, remitting payment, and/or accessing the licensed product quoted in this proposal, Customer is agreeing to be bound by the terms and restrictions detailed in this quote and to the Terms and Conditions for Use of FLVS Licensed Product(s). A copy of the Terms and Conditions for Use of FLVS Licensed Product(s) can be found at https://www.flexpointeducation.com/termsandconditions

• Integration with an SIS and/or other software service may result in additional fees. Please see your FlexPoint representative for details.

Length of Term:
• The FlexPoint Hosted Per Student License is an annual renewable license. Customer will have access to the licensed courseware for 12 months from the date access is granted.

Add-On Unlock

Definitions:
• Single Lesson Navigation – Provides FlexPoint-prescribed lesson numbering. Prohibits students from navigating between lessons.
• Module and Lesson Number Removal – FlexPoint-prescribed lesson and module numbers will be removed from the content and assessments.
• Unlock features are enabled only in hybrid-hosted courses and, therefore, may not be available in some courses. Please see your FlexPoint representative for details.

Add-On OneRoster

Terms and Restrictions:
• Customer is responsible for ensuring accuracy of data exchanged between customer's SIS and Buzz.
• Customer must monitor total active student count and set up subdomains at 1,000 active students.

Buzz LMS Administrative Access/Per Enrollment Terms

Terms and Restrictions:
• Administrative access includes but is not limited to reports, dashboards, integration access, customization, enrollment management, and course management.
• Administrative access includes the ability for customer to use or create Customer Created Courses. A "Customer Created Course" is any course not provided to customer by FlexPoint through its FlexPoint hosted license catalog and/or a course that does not contain any FlexPoint course content. FlexPoint content may not be added to a customer-created course shell.
• Enrollments for use in Customer Created Courses may be purchased at $15 per enrollment. Customer is financially responsible for Customer Created Course overages. An "enrollment" is defined as a student enrolled and active in a single course for 14 days or has completed at least 15% of the course, whichever occurs first.

Length of Term:
• Any enrollments in Customer Created Courses are to be renewed and paid annually at the same time as the customer's FlexPoint Hosted Per Student License renewal. Customer will have access to the Buzz LMS to utilize these enrollments for 12 months from the date access is granted to the customer's FlexPoint Hosted Per Student License.

Add-On Early Access

Terms and Restrictions:
Early Access provides customer with access to FlexPoint-provided content for the sole purpose of customer-provided instructor training and set up of domain and courses in preparation for the coming license period. Enrollment of students is NOT permitted during the Early Access period. If customer enrolls students during Early Access, standard enrollment fees will apply. Please see your FlexPoint representative for details.

Length of Term:
• The Early Access License is limited to the time period indicated on this quote.

Add-On Professional Development/Training Terms

Training Types:
• FlexPoint Hosted PD Courses - includes the use of the LMS (Buzz) to access the PD Course.
• Face-to-Face Training - consists of six (6) hours per day of training in one specified training location.
• Live Webinars - scheduled in one (1) hour increments and includes a link to the recording as long as the customer maintains an active license.
• On-Demand Webinars - access to individual on-demand recordings.

Terms and Restrictions:
• For online delivery of training, a PO must be provided no less than two business days prior to the scheduled training.
• For in person delivery of training, a PO must be provided no less than 10 business days prior to the scheduled training.
• Each live webinar attendee must have access to his or her own device for the entire training.
• Requests to reschedule a Live Webinar must be sent in writing to customer's FlexPoint account team no later than 24 hours before the scheduled start time. FlexPoint will provide available dates on which the training may be rescheduled.
• FlexPoint live webinar training is provided through Zoom.

IMPORTANT: By issuing a Purchase Order, remitting payment, and/or accessing the licensed product quoted in this proposal, Customer is agreeing to be bound by the terms and restrictions detailed in this quote and to the Terms and Conditions for Use of FLVS Licensed Product(s). A copy of the Terms and Conditions for Use of FLVS Licensed Product(s) can be found at https://www.flexpointeducation.com/termsandconditions

• Any material change to a Live Webinar including, but not limited to, attendee count, topic, and/or training platform (i.e., Zoom, Microsoft Teams, etc.) within 10 business days of scheduled training date may require FlexPoint to reschedule the training to a later date. Additional fees may apply.
• Customers who do not attend a scheduled Live Webinar will not be entitled to a refund or a rescheduled training date.
• On-Demand Webinars are non-refundable.

Length of Term:
• FlexPoint Hosted PD Courses include access to the content for a period of one calendar year from purchase date.
• All other Professional Development/Training services such as Face-to-Face and Live Webinars must be scheduled and delivered within twelve (12) months of purchase.

Add-On Consultative Services Terms

Terms and Restrictions:
• Unless otherwise stated by the order documentation, Consultative Services are charged by the hour, or by the day in the case of face-to-face consultation, for actual work performed in relation to the agreed upon services. This includes but may not be limited to requirement gathering, preparation time, and actual delivery of services or findings to customer.
• Unless otherwise stated by the order documentation, Consultative Service hours will be pre-purchased by the customer and can be used upon no less than 5 business days advance notice to customer's FlexPoint contact.
• Once hours are depleted, customer will be notified and offered the option of purchasing additional hours.
• Consultative services do not include access to FlexPoint courses.

Length of Term:
• Consultative Service hours purchased by customer must be used within one calendar year from purchase date.

IMPORTANT: By issuing a Purchase Order, remitting payment, and/or accessing the licensed product quoted in this proposal, Customer is agreeing to be bound by the terms and restrictions detailed in this quote and to the Terms and Conditions for Use of FLVS Licensed Product(s). A copy of the Terms and Conditions for Use of FLVS Licensed Product(s) can be found at https://www.flexpointeducation.com/termsandconditions

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Stacy Edwards, Assistant Superintendent of Elementary Education

Date: June 10, 2024 5/8/24

Contract Vendor: Lexia Learning Systems LLC **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 126,225.00 **Fund:** 11 **Project:** 367

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Core5 Reading Platform for grades PreK thru 6th for the 2024-2025 school year.

QUOTE

Lexia Learning Systems LLC
300 Baker Avenue, Suite 202
Concord, MA 01742 USA
Phone: (978) 405-6200
Fax: (978) 287-0062

Quote #: Q-573735-1
Created Date: 3/27/2024

Prepared By: Elijah Bryant
Email: elijah.bryant@lexialearning.com

Quote To:
Misty Eidson
Mustang Public Schools
12400 SW 15th St
Yukon, OK 73099 US

Bill To:
Mustang Public Schools
12400 SW 15th
Yukon, OK 73099 US

Start Date	End Date	Quantity	Line Item Description	Sales Price	Total Price
7/1/2024	6/30/2025	8	Lexia Core5 Reading Unlimited School Subscription Renewal	$10,500.00	$84,000.00
7/1/2024	6/30/2025	275	Lexia Core5 Reading Student Subscription Renewal	$39.00	$10,725.00
7/1/2024	6/30/2025	3	Lexia PowerUp Literacy Unlimited School Subscription Renewal	$10,500.00	$31,500.00

Total Price $126,225.00
Est. Tax $0.00
Total Due $126,225.00

If you are Tax-Exempt, please send a copy of your Tax-Exempt Certification with your PO. Please note that if you have previously provided this certificate to Voyager Sopris, we will need a new certificate issued to Lexia Learning Systems.

Fax or email Purchase Orders with quote number Q-573735-1 to the following:
Attn: Elijah Bryant
Email: elijah.bryant@lexialearning.com
Fax: 978-287-0062

PLEASE NOTE THE QUOTE NUMBER MUST APPEAR ON PURCHASE ORDER(S) IN ORDER TO PROCESS.

TERMS AND CONDITIONS
**Prices included herein are exclusive of all applicable taxes, including sales tax, VAT or other duties or levies imposed by any federal, state or local authority, which are the responsibility of Customer. Any taxes shown are estimates for informational purposes only. Customer will provide documentation in support of tax exempt status upon request. Pricing is valid 60 days. Lexia will invoice the total price set forth above upon Customer's acceptance. Payment is due net 30 days of invoice.

TERM
This quote serves as an Order Agreement and becomes effective upon its acceptance by both parties. The Product/Services purchased pursuant to this Agreement will begin on or about the start date set forth above and continue in effect for the Product/Service Term set forth above ("Subscription Period"). Unless otherwise set forth herein, all Product licenses shall have the same start and end dates, all Products are deemed delivered upon provisioning of license availability, and all Services must be used within the Subscription Period; unused Product licenses or Services are not eligible for refund or credit. Onsite training fulfilled with virtual training equivalency as needed. Virtual training equivalency = four (4) live online sessions for each

onsite training day session. Without prejudice to its other rights, Lexia may suspend delivery of the Product/Services in the event that Customer fails to make any payment when due.

ORDER PROCESS
To submit an order, please fax this quote along with the applicable Purchase Order to: (978) 287-0062, or send by email to your sales representative's email address listed above.

NOTE: EACH PURCHASE ORDER MUST INCLUDE THE CORRECT QUOTE NUMBER PROVIDED ON THIS QUOTE, AND THE QUOTE SHOULD BE ATTACHED.

ACCEPTANCE
All Products and Services are offered subject to the Lexia K-12 Education Application License Agreement terms, available at https://lexialearning.com/privacy/eula (the "License"), as supplemented by the terms herein. By placing any order in response to this quote, Customer confirms its acceptance of the License Terms and the terms and fees in this quote, which together, constitute the entire agreement between Customer and Lexia regarding the Products and Services herein (the "Agreement"). Customer and Lexia agree that the terms and conditions of this Agreement supersede any additional or inconsistent terms or provisions in any Customer drafted purchase order, which shall be void and of no effect, or any communications, whether written or oral, between Customer and Lexia relating to the subject matter hereof. In the event of any conflict, the terms of this Agreement shall govern.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Stacy Edwards, Assistant Superintendent of Elementary Education 5/9/24

Date: June 10, 2024

Contract Vendor: Renaissance **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 164,048.78 **Fund:** 11 **Project:** 065

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Renaissance / STAR for grades K thru 8th as the reading and math screen assessment for the 2024-2025 school year.

Renaissance

Quote
3130369

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Mustang Public Schools - 217007
12400 SW 15th St
Yukon, OK 73099-7734
Contact: Misty Eidson - (405) 376-2461
Email: eidsonm@mustangps.k12.org

Reference ID: 676816

Quote Summary	
School Count: 15	
Renaissance Products & Services Total	$180,691.13
Applied Discounts	$(16,642.35)
Shipping and Processing	$0.00
Sales Tax	$0.00
Grand Total	**USD $164,048.78**

This quote includes: Star Comprehensive Suite.

To receive applicable discounts, all orders included on this quote must be received at the same time.

By signing below, Customer:

- acknowledges that the Person signing this Quote is authorized to do so;
- agrees that this Quote, any other quotes issued to Customer during the Subscription Period and Customer and its Authorized Users access to and use of the Products and Services are subject to the Renaissance Terms of Service and License located at https://doc.renlearn.com/KMNet/R62416.pdf which are incorporated herein by reference;
- acknowledges receipt of the Notice of Renaissance's Practices Relating to Children's Online Privacy https://docs.renaissance.com/R63870 directed to you as the school official responsible for authorizing the use of the Renaissance Products and Services in the educational context.

To accept this offer and place an order, please sign and return this Quote.
Renaissance will issue an invoice for this Quote on the earlier of (a) the date You specify below or (b) the day before Your Subscription Period starts (Invoice Date). If You require a purchase order, You agree to provide one to Renaissance at least 15 days before the Invoice Date. You also agree to pay the invoice within 30 days of the Invoice Date.

Please check here if your organization requires a purchase order prior to invoicing: [ ]

Renaissance Learning, Inc.	Mustang Public Schools - 217007
Ted Wolf	By:
Name: Ted Wolf	Name:
Title: VP - Corporate Controller	Title:
Date: 5/9/2024	Date:
	Invoice Date:

Email: electronicorders@renaissance.com

If your billing address is different from the address at the top of this Quote, please add that billing address below.
Bill To:

If changes are necessary, or additional information is required, please contact your account executive Susie Beauchamp at (918)948-8278, Thank You.

Renaissance

Quote
3130369

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ('TPT'). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Renaissance

Quote
3130369

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote Details

Mustang Public Schools - 217007

Products & Services	Subscription Period	Quantity	Unit Price	Discount	Total
Data Integration Services					
Custom Data Integration Level 4 Maintenance	07/01/2024 - 06/30/2025	1	$3,125.00	$0.00	$3,125.00
	Mustang Public Schools Total			**$0.00**	**$3,125.00**

Canyon Ridge Intermediate - 2081368

Products & Services	Subscription Period	Quantity	Unit Price	Discount	Total
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	1,587	$15.49	$(2,459.85)	$22,122.78
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
	Canyon Ridge Intermediate Total			**$(2,459.85)**	**$22,872.78**

Central Middle School - 7278930

Products & Services	Subscription Period	Quantity	Unit Price	Discount	Total
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	636	$15.49	$(985.80)	$8,865.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
	Central Middle School Total			**$(985.80)**	**$9,615.84**

Lakehoma Elementary School - 217005

Products & Services	Subscription Period	Quantity	Unit Price	Discount	Total
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	586	$15.49	$(908.30)	$8,168.84

Renaissance

Quote
3130369

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Federal I.D. 39-1559474
www.renaissance.com

Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
		Lakehoma Elementary School Total		**$(908.30)**	**$8,918.84**

Meadow Brook Intermediate School - 7004285					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	436	$15.49	$(675.80)	$6,077.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
		Meadow Brook Intermediate School Total		**$(675.80)**	**$6,827.84**

Mustang Centennial Elementary - 2191752					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	636	$15.49	$(985.80)	$8,865.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
		Mustang Centennial Elementary Total		**$(985.80)**	**$9,615.84**

Mustang Creek Elementary School - 384417					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	636	$15.49	$(985.80)	$8,865.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00

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Quote
3130369

Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
Mustang Creek Elementary School Total				**$(985.80)**	**$9,615.84**

Mustang Elementary School - 217008					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	636	$15.49	$(985.80)	$8,865.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
Mustang Elementary School Total				**$(985.80)**	**$9,615.84**

Mustang High School - 217010					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	636	$15.49	$(985.80)	$8,865.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
Mustang High School Total				**$(985.80)**	**$9,615.84**

Mustang Horizon Intermediate - 6235241					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	736	$15.49	$(1,140.80)	$10,259.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					

Renaissance

Quote
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Phone: (800) 338-4204 | Fax: (877) 280-7642
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Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
			Mustang Horizon Intermediate Total	**$(1,140.80)**	**$11,009.84**

Mustang Middle School - 303125					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	736	$15.49	$(1,140.80)	$10,259.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
			Mustang Middle School Total	**$(1,140.80)**	**$11,009.84**

Mustang North Middle School - 217028					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	635	$15.49	$(984.25)	$8,851.90
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
			Mustang North Middle School Total	**$(984.25)**	**$9,601.90**

Mustang Trails Elementary School - 217017					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	735	$15.49	$(1,139.25)	$10,245.90
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
			Mustang Trails Elementary School Total	**$(1,139.25)**	**$10,995.90**

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Quote
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Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
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Mustang Valley Elementary School - 217012					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	636	$15.49	$(985.80)	$8,865.84
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
		Mustang Valley Elementary School Total		**$(985.80)**	**$9,615.84**

Prairie View Elementary - 3449236					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	735	$15.49	$(1,139.25)	$10,245.90
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
		Prairie View Elementary Total		**$(1,139.25)**	**$10,995.90**

Riverwood Elementary School - 7004283					
Products & Services	**Subscription Period**	**Quantity**	**Unit Price**	**Discount**	**Total**
Applications					
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	735	$15.49	$(1,139.25)	$10,245.90
Platform Services					
Annual All Product Renaissance Platform	07/01/2024 - 06/30/2025	1	$750.00	$0.00	$750.00
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
		Riverwood Elementary School Total		**$(1,139.25)**	**$10,995.90**

Renaissance

Quote
3130369

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CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Stacy Edwards, Assistant Superintendent of Elementary
Ryan McKinney, Assistant Superintendent of Secondary

Date: June 10, 2024

Contract Vendor: Instructure/Canvas and Mastery Connect **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 162,567.55 **Fund:** 11 **Project:** 065

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Learning Management System and Assessment Program for grades 2nd thru 12th at the cost of $162,567.55 for the 2024-2025 school year. Paid with General Fund 11 Project 065.

INSTRUCTURE

Services Order Form

Order #: Q-339044-2
Date: 2024-03-14
Offer Valid Through: 2024-06-28

6330 South 3000 East, Suite 700, Salt Lake City, UT 84121, United States

Order Form For Mustang Public Schools

Address: 12400 SW 15th St
City: Yukon
State/Province: Oklahoma
Zip/Postal Code: 73128
Country: United States

Order Information
Billing Frequency: Annually Upfront Upon Start Date
Payment Terms: Net 30

Billing Contact

Name: _____
Email: _____
Phone: _____

Primary Contact

Name: Tami Cooper
Email: coopert@mustangps.org
Phone: +1 405 256 6282

Billing Frequency Term:
Non-recurring items will be invoiced upon signing. Recurring items will be invoiced on the subscription start date.

Year 1

Description	Start Date	End Date	Metric	Qty	Price	Amount
Canvas Cloud Subscription	2024-07-01	2025-06-30	User	8,389	USD 5.13	USD 43,035.57
Studio Cloud Subscription	2024-07-01	2025-06-30	User	8,389	USD 2.17	USD 18,204.13
Mastery Item Bank Subscription	2024-07-01	2025-06-30	User	11,565	USD 2.39	USD 27,640.35
Desmos Item Bank Student License	2024-07-01	2025-06-30	User	6,501	USD 0.75	USD 4,875.75
MasteryConnect Bundled Subscription	2024-07-01	2025-06-30	User	11,565	USD 5.95	USD 68,811.75
Recurring Sub-Total						USD 162,567.55
Year 1 Total						USD 162,567.55
					Grand Total:	USD 162,567.55

Deliverable	Description	Expiration	Qty
Canvas Cloud Subscription	Canvas LMS - K-12 Subscription (by user)	N/A	8,389

Deliverable	Description	Expiration	Qty
Studio Cloud Subscription	Canvas Studio - K-12 Subscription (User)	N/A	8,389
Mastery Item Bank Subscription	Mastery Item Bank subscription for ELA, Math, Science and Social Studies featuring learning standards alignments for all 50 States, D.C., Common Core and Next Generation Science Standards.	N/A	11,565
Desmos Item Bank Student License	Desmos is an online math solution with a series of graphing calculators that can be embedded into online assessments to provide students with a way to graph functions, plot data and evaluate equations.	N/A	6,501
MasteryConnect Subscription	Mastery Connect - Subscription	N/A	11,565
MasteryConnect Student Licensing - GradeCam	User means a learner, administrator, author, manager or designated user associated with Customer's organization, which is authorized by Customer to use the Service with a login credential. Includes access to GradeCam services allowing for bubblesheet scoring.	N/A	11,565

The items above must be completed during the time period beginning on the later of the Effective Date or the initial Start Date specified in this Order Form and ending pursuant to the time frame set forth in the Expiration column above.

3rd Party Product	Description	Expiration	Qty
Desmos Item Bank Student License	Desmos is an online math solution with a series of graphing calculators that can be embedded into online assessments to provide students with a way to graph functions, plot data and evaluate equations.	N/A	6,501
MasteryConnect Student Licensing - GradeCam	User means a learner, administrator, author, manager or designated user associated with Customer's organization, which is authorized by Customer to use the Service with a login credential. Includes access to GradeCam services allowing for bubblesheet scoring.	N/A	11,565
MasteryConnect Subscription + GradeCam		N/A	1

Metrics and Descriptions:

User: User Metric reflects the maximum number of individuals authorized by the Customer to access and/or use the Service and Customer has paid for such access and/or use.

In the event Customer enables access to the Service to more Users over a given contract year than are allocated to such contract year as set forth above, then Instructure reserves the right, in its sole discretion, to invoice the Customer for such additional number of Users. In addition, the User fees set forth above are based on the assumption that Customer's Users will use the Service commensurate with the average usage patterns of users across Instructure's user base in the aggregate (such average usage being referred to herein as "Typical Use") and do not account for usage of the Service by Customer's Users beyond such Typical Use. To the extent the Users' usage of the Service, in the aggregate, exceeds the Typical Use at any given time, Instructure reserves the right, in its sole discretion, to increase the fees by an amount proportional to such excess usage. In the event Instructure increases the fees pursuant to this paragraph, Instructure shall send an invoice to Customer for the applicable increase along with documentation evidencing the additional usage of or additional Users who have access to the Service giving rise to such fee increase. Any invoice sent pursuant to the foregoing shall be due and payable within 30 days of receipt.

Product	Description
Canvas LMS Cloud Subscription	Storage included in the annual subscription fee is (i) Unlimited files and database storage, and (ii) 500 MB per (FTE/User/Enrollment/ Seat) multimedia storage. Additional multimedia storage can be purchased for USD $1.00 per 1GB per year.
Canvas Studio Cloud Subscription	Storage included in the annual subscription fee is (i) Unlimited files and database storage, and (ii) 500 MB per (FTE/User/Enrollment/ Seat) multimedia storage. Additional multimedia storage can be purchased for USD $1.00 per 1GB per year.

Duration: The Services provided under this Order Form shall begin on the first year Start Date set forth above and continue through the last year End Date set forth above, provided, however, that Instructure may provide certain implementation related Services prior to the first year Start Date at its sole discretion.

Miscellaneous: Instructure's support terms are available as follows:
Canvas & Catalog: https://www.instructure.com/canvas/support-terms
Portfolium: https://portfolium.com/support-terms
MasteryConnect: https://www.masteryconnect.com/support/

As part of our commitment to provide the most innovative and trusted products in the industry, at times we must increase our renewal rates to cover additional expenses associated with advancing our products. If you have concerns with any increases, please reach out to your account representative.

In the event that Customer fails to execute this Order Form prior to the Start Date listed above, all fees shall become due payable upon Customer's receipt of an invoice.

Terms and Conditions
This Order Form shall be governed by the Master Terms and Conditions which can be found here:
https://www.instructure.com/policies/master-terms-and-conditions

The provision of any Item Bank Services shall also be governed by the Addendum which can be found here: https://www.instructure.com/policies/item-bank-addendum.

In the event of any conflict between this Master Terms and Conditions and any addendum thereto and this Order Form, the provisions of this Order Form shall control.

The parties agreement with regards to Instructure's processing of personal data or personally identifiable information can be found at: https://www.instructure.com/policies/data-processing

Auto Renewal Terms
Recurring items on this Order Form (other than any 3rd Party Products) shall automatically renew for succeeding terms of 12 month duration at an annual price increase of 10% unless either party gives the other party 60 days' written notice of its intent not to renew prior to the expiration of the then-current term.

PURCHASE ORDER INFORMATION	TAX INFORMATION
Is a Purchase Order required for the purchase or payment of the products on this order form? Please Enter (Yes or No): _____ If yes, please enter PO Number: _____	Check here if your company is exempt from US state sales tax : _____ *Please email all US state sales tax exemption certifications to ar@instructure.com*

Customer purchasing documentation, such as Purchase Orders, shall only be used as proof of acceptance of the Order Form referenced therein, and the associated Master Terms and Conditions. Any terms and conditions included in any such Customer purchasing documentation are hereby expressly disclaimed by Instructure, shall be void and of no effect, and shall in all cases be superseded by the applicable Master Terms and Conditions.

By executing this Order Form, each party agrees to be legally bound by this Order Form.

Mustang Public Schools

Signature:	
Name:	
Title:	
Date:	

Instructure, Inc.

Signature:	DocuSigned by: EE764B69151C4C8...
Name:	Austin Holden
Title:	Manager, Deal Desk
Date:	05/09/2024

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Ryan McKinney, Assistant Superintendent of Secondary Education

Date: June 10, 2024

Contract Vendor: Stratus Audio, Inc. **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 3,500.00 **Fund:** 11 **Project:** 065

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Provide on-demand video remote interpreting (VRI) and selected spoken languages, as well as over-the-phone interpreting (OPI) for selected languages fwith live language interpreters.

AMN Healthcare LANGUAGE SERVICES

Agreement & Order Form

Agreement for AMN Language Services Interpreting

AMN Healthcare Language Services, Inc. (AMN Language Services) is in the business of providing on-demand video remote interpreting (VRI) for American Sign Language (ASL) and selected spoken languages, as well as over-the-phone interpreting (OPI) for selected languages with live language interpreters. The VRI services and OPI services (collectively, the "Services") are provided by AMN Language Services through the use of AMN Language Services' on-demand interpreter software. The term of this agreement is two years from the last signature date with one-year automatic renewals. On the date of the renewal, the Fees may be increase by the prior twelve-month CPI-U average plus 1 percent. The Customer agrees to the AMN Language Services terms and conditions, available upon request, and the pricing below.

AMN Language Services Video & Audio (VRI & OPI) Fees

Service Type	Spanish (VRI)	Other Languages (VRI)	American Sign Language	Certified Deaf Interpreter (CDI)[3]	Audio (OPI)
Price Per Minute[1,2]	$1.30	$1.30	$1.30	$5.95	$0.83[4]

Additional Terms Applicable to AMN Video & Audio (VRI & OPI):

1. Billing commences when the call is answered by the interpreter and ends when the first of the interpreter or the Member end user disconnects from the call.

2. Member facility will be invoiced for VRI and OPI Services in accordance with the rates set forth above.

3. CDI- Certified Deaf Interpreting Team. An ASL Interpreter and CDI work together to ensure optimal communication.

4. The price for the following rare languages is $3.50 per minute: Ixil, Achi, Trique, and Popti. Rare language calls less than 60 minutes in duration will be charged for 60 minutes of call time. Rare language calls 60 minutes or greater in duration will be billed in accordance with Paragraph 1 above. Rare language calls must be scheduled in advance and are subject to interpreter availability.

Agreement & Order Form

AMN Video Implementation & Training Applicable to All Members	
Description	**Price**
Account implementation, system setup/configuration, and training include: 1. Setup, configuration, and distribution of Technology Services necessary for AMN to provide the Virtual Interpretation Services, phone numbers and languages buttons on the AMN software Member 2. Function as resource for Member's IT department to support the correct configuration of Member's network for the AMN Technology Services necessary for AMN to provide the Virtual Interpretation Services. 3. Setup of standard call detail record and monthly invoice to enable analysis of Call Detail. 4. Setup of additional information fields agreed upon between AMN and Member to be gathered by Interpreter/CSR (if required) and attached to the call detail record. 5. Function as resource for Member's IT department to support the installation of AMN Technology Services necessary for AMN to provide the Virtual Interpretation Services on PC, Mac, iPad, iPhone and Android smartphones and tablets 6. Customization of AMN's standard interpreting and medical staff-training program for the applicable Technology Services with Member logo and information. 7. One-time AMN-led training of Member staff interpreters and medical staff on use of the applicable Technology Services.	$5,000 (This fee is waived for Vizient Members) Travel and Expenses billed separately Member will be invoiced $150.00 per hour for implementation and training services provided by AMN beyond the scope of those set forth in this table.

AMN Stand and Accessories for Purchase		
Item	**Description**	**Purchase Price**
AMN Premium Stand for 10.2 iPad	Rolling adjustable stand with secure tablet holder and external speaker for iPad 10.2	$1,080.00
AMN Premium Stand for 10.9	Rolling adjustable stand with secure tablet holder and external speaker for iPad 10.9	$1,080.00
AMN Premium Stand for Surface Pro	Rolling adjustable stand with secure tablet holder and external speaker for Surface Pro	$1,154.00
AMN Premium Stand for 12.9 iPad	Rolling adjustable stand with secure tablet holder for iPad 12.9	$1,080.00

AMN Tabletop Stand and Accessories for Purchase		
Table Stand for 10.2 with Speaker	Table stand for scenarios with table or similar mounting surfaces	$289.00

iPads for Purchase		
iPad 10.2	Apple 10.2 inch iPad Wi-Fi 32 GB	$329.00
iPad 10.9	Apple 10.9 inch iPad Wi-Fi 64 GB	$439.00

iPad Pro 12.9	Apple 12.9 inch iPad Pro Wi-Fi 64 GB	$1319.00
Microsoft Surface Pro	Microsoft Surface Pro Wi-Fi 32 GB	$875.00
iPad Mobile Device Management Service	AMN will use mobile device management software to remotely manage all iPads purchased from AMN. This includes updating the iPads with new AMN software as new releases become available.	$4.00 per device per month (Fee charged only if Member elects to have AMN manage the iPad at the time of iPad purchase)

OPI Telephone Equipment for Purchase		
Dual Handset Phone	Two Handset Phone for Interpreting & Conference Calls	$94.00
Wireless Phone	Dual Hand Set Cordless	$59.00

Customer Information		
Customer Name: Mustang Public Schools		
Sales Tax Exempt: Yes X☐ No ☐ (If Yes, the Tax-Exempt Certificate must be included with the order)		
Main Contact: Tami Cooper	Phone: 405-376-7835	Email: coopert@mustangps.org
Billing Contact: Mustang Accounts Payable	Phone: 405-376-2461	Email: accountspayable@mustangps.org
IT Contact: Annette Marshall	Phone: 405-376-7398	Email: marshalla@mustangps.org
Shipping Addresses: Mustang Public Schools Attn: Tami Cooper 12400 SW 15th St Yukon, OK 73099	Billing Address: Mustang Public Schools Attn: Accounts Payable 12400 SW 15th St Yukon, OK 73099	

[Signature page follows.]

AMN Healthcare LANGUAGE SERVICES

Agreement & Order Form

Please sign and return entire order form via email to your sales director. Email: rachel.johnson@amnhealthcare.com

Customer Company Name: Mustang Public Schools

Name: _____

Date:

_____

AMN Healthcare Language Services

Accepted by: DocuSigned by: Matt Fidler E9F866E918D44C3...

Name: Matt Fidler – Contracts Manager, Client Experience

Date: 5/16/2024

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Ryan McKinney, Assistant Superintendent of Secondary

Date: June 10, 2024

Contract Vendor: Vista **Time Frame:** July 1, 2024 to June 30, 2025

Amount: $ 48,927.83 **Fund:** 11 **Project:** 333

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Additional Spanish Licenses for grades 9th thru 12th at the cost of $48,927.83 for the 2024-2025 school year. Paid with General Fund 11 Project 333.

COST PROPOSAL

Quote Prepared On May 29, 2024
Quote Valid Through October 15, 2024
Quote No. 2405155894
Version No. 3

Prepared For	Prepared By
Mustang School District I-69 906 S Heights Dr Mustang, OK 73064	Melissa Kelley mkelley@vistahigherlearning.com 617-368-3643 Vista Higher Learning 500 Boylston St, Suite 620 Boston, MA 02116-3736

Descubre 2022

Qty	Item Number	Description	Unit Price	Total Value	Total Cost
295	978-1-54337-675-3	Descubre 2022 Supersite Plus(v) + eCuaderno(5 year license)	$155.95	$46,005.25	$46,005.25
75	978-1-54337-675-3	Descubre 2022 Supersite Plus(v) + eCuaderno(5 year license)	$155.95	$11,696.25	$0.00

Services WL

Qty	Item Number	Description	Unit Price	Total Value	Total Cost
1	WBNR002	Professional Development WL Product Training: Remote/Webinar (3 hours)	$750.00	$750.00	$0.00

Total Value	$58,451.50
Total Gratis	$12,446.25
Total Cost	$46,005.25
Est. Shipping (5%)	$2,922.58
Est. Grand Total Cost	**$48,927.83**

Ordering Instructions

- Purchase Orders will be processed upon receipt and will be invoiced for the full "Total Cost" amount as shown above as well as the actual final Shipping charges required for your shipment, where applicable. Please note that the "Est. Shipping" amount shown above is an estimate only and may be different than the final charges applied.
- When submitting your Purchase Order, please be sure to attach:
  - A copy of this Quote
  - If applicable, a copy of your signed and dated tax exemption certificate
- To place your order, please contact Customer Support:

Vista Higher Learning
500 Boylston Street, Suite 620
Boston, MA 02116
Email: orders@vistahigherlearning.com
Phone: (800) 269-6311, option 3
Fax: (617) 426-5215

COST PROPOSAL

Quote Prepared On May 29, 2024
Quote Valid Through October 15, 2024
Quote No. 2405155894
Version No. 3

Terms of Purchase

By accepting a Quote, initiating a Purchase Order to us, entering into a separate agreement with us, and/or ordering online content, you are agreeing to these Terms of Purchase. The Vista Higher Learning Terms of Purchase shall govern all sales of materials and online content and shall supersede any and all terms and conditions attached to your Purchase Orders and/or any other document that you present to Vista Higher Learning, which shall be considered as a confirmation only and the terms and conditions shall in no way amend, prevail over, supplement or supersede any term or condition hereof.

- **Terms of Use:** All sales of Vista Higher Learning materials and online content are expressly made subject to the Vista Higher Learning Terms of Use: https://www.vhlcentral.com/terms_of_use.
- **Return Policy:** Returns of Vista Higher Learning materials and online content are subject to the Vista Higher Learning Return Policy: https://vistahigherlearning.com/return-policy.
- **Tax:** Prices included within this Quote are exclusive of all applicable taxes, which are the responsibility of the Customer. Customer must provide documentation of tax-exempt status, if applicable.
- **Subscription Term:** For digital product license purchases, the duration of access being purchased based on the product license selection outlined in the Quote above will be considered the Subscription Term.
- **Term Dates:** Subscription Terms are aligned to an academic year calendar and will start as of the next upcoming academic year following the receipt of a Purchase Order, unless otherwise requested by Customer. All product licenses will have the same start and end dates aligned with the Subscription Term.
- **Unused Licenses:** All product licenses must be used within the purchased Subscription Term. Unused licenses during the purchased Subscription Term are not refundable or eligible for credit.
- **Licensing Add-ons:** If purchasing additional license quantities and/or licensing level upgrades to be added onto an existing base of product licenses, the additional quantities and/or upgrades will be applied beginning with the currently active Subscription Term, unless otherwise requested by Customer. All product licenses must maintain the same start and end dates aligned with the Subscription Term, with any additional quantities and/or upgrades matching the current expiration date of the existing Subscription Term in place.

Thank you for your business!

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Geromy Schrick

Date: 6/4/2024

Contract Vendor: Dell Financial **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 68,712.96 **Fund:** 11 **Project:** 025

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Annual renewal , this is the 5th year of a 5 year Lease for Power Edge Servers

Dell Financial Services

Billing and Schedule Information

Welcome to Dell Financial Services (DFS). We look forward to establishing a long-lasting relationship with you and your team. To ensure your account is setup properly in our systems please provide the information below, working with your Accounts Payable team as needed. Once ready, return it to your DFS Sales Representative or send it to DFS_Customer_Setup@Dell.com. If you have any questions about the form, contact your representative. Thank you.

I. Preparing Your A/P System to Remit DFS Payments:

Below is the most commonly requested information by our customers to assist them in setting up their systems to successfully remit DFS payments. If you require any other information, please contact your representative.

ACH Instructions (preferred)	JPMorgan Chase Bank, N.A. 1 Chase Manhattan Plaza New York, NY 10081	DFS Accounts Only ABA # **021000021** Account # **432217011** MUST INCLUDE CONTRACT & SCHEDULE NUMBER OR INVOICE NUMBER CTX+ format should be first choice if it is an option Email remittance to **USDFSCASHPAYMENTS@dell.com**
Wire Transfer Instructions	JPMorgan Chase Bank, N.A. 1 Chase Manhattan Plaza New York, NY 10081	DFS Accounts Only ABA # **021000021** Account # **432217011** MUST INCLUDE CONTRACT & SCHEDULE NUMBER OR INVOICE NUMBER Email remittance to **USDFSCASHPAYMENTS@dell.com** JPM Swift Code for international wires only: **CHASUS33**
Payee Information	Dell Financial Services L.L.C. Payment Processing Center Federal Tax ID# 74-2825828	PO Box 6549 Carol Stream, IL 60197-6549

II. Your Company Information

Company Name: MUSTANG PUBLIC SCHOOLS

Physical Address (primary location): 909 S Mustang Rd

City, State, Zip: Mustang, OK 73064

Federal Tax ID: 730766864

III. Schedules:

Name of recipient(s) to receive monthly schedules **for reconciliation:**

Attention: _____ Email Address: _____

Name of individual(s) that **will sign** schedules (this individual should be named as an authorized signatory on the Incumbency or Secretary Clerk Certificate)

Attention: _____ Title: _____

Telephone Number: _____ Email Address: _____

Would you prefer to sign your documents electronically via Echosign? ☐ Yes ☒ No (not available to Public entities)

Do any of the following criteria need to appear on your schedule?*

☐ Cost Center ☐ Equipment Type ☐ Equipment Location ☒ PO Number

*Invoices will follow the format of the schedule and include a breakout of the items above if requested.

IV. Purchase Orders:

Your PO should be issued to Dell Financial Services L.L.C.

If you are unable to issue purchase orders to DFS please specify how the PO will be issued:

Do you utilize blanket PO's? ☐ Yes ☒ No

Do you use a different PO for payment versus procurement? ☐ Yes ☒ No

Is PO fulfillment required for scheduling? ☒ Yes ☐ No

DFS will consolidate shipped orders and place on a schedule for your review. If you have any special consolidation requirements, please contact your DFS Sales representative.

Is board approval necessary? ☐ Yes ☐ No If yes, when are meetings held? _____

Fiscal Year is from July 1, 2020 to June 30, 2021

Dell Financial Services

One Dell Way
Round Rock, TX 78682

MUSTANG PUBLIC SCHOOLS
Amortization Schedule 810-9009912-001
Exhibit 'B'

PAYMENT #	OPENING BALANCE	RENT	INTEREST	PRINCIPAL	BALANCE	PURCHASE PRICE
	319,714.17					
*DLED**	(25,577.13)				294,137.04	
1	294,137.04	-	971.81	(971.81)	295,108.84	295,108.84
2	295,108.84	-	975.02	(975.02)	296,083.86	296,083.86
3	296,083.86	-	978.24	(978.24)	297,062.09	297,062.09
4	297,062.09	5,726.08	981.47	4,744.61	292,317.48	292,317.48
5	292,317.48	5,726.08	965.79	4,760.29	287,557.20	287,557.20
6	287,557.20	5,726.08	950.06	4,776.02	282,781.18	282,781.18
7	282,781.18	5,726.08	934.28	4,791.80	277,989.38	277,989.38
8	277,989.38	5,726.08	918.45	4,807.63	273,181.76	273,181.76
9	273,181.76	5,726.08	902.57	4,823.51	268,358.24	268,358.24
10	268,358.24	5,726.08	886.63	4,839.45	263,518.79	263,518.79
11	263,518.79	5,726.08	870.64	4,855.44	258,663.35	258,663.35
12	258,663.35	5,726.08	854.60	4,871.48	253,791.87	253,791.87
13	253,791.87	5,726.08	838.50	4,887.58	248,904.29	248,904.29
14	248,904.29	5,726.08	822.35	4,903.73	244,000.56	244,000.56
15	244,000.56	5,726.08	806.15	4,919.93	239,080.63	239,080.63
16	239,080.63	5,726.08	789.89	4,936.19	234,144.44	234,144.44
17	234,144.44	5,726.08	773.58	4,952.50	229,191.95	229,191.95
18	229,191.95	5,726.08	757.22	4,968.86	224,223.09	224,223.09
19	224,223.09	5,726.08	740.80	4,985.28	219,237.81	219,237.81
20	219,237.81	5,726.08	724.33	5,001.75	214,236.06	214,236.06
21	214,236.06	5,726.08	707.81	5,018.27	209,217.79	209,217.79
22	209,217.79	5,726.08	691.22	5,034.86	204,182.93	204,182.93
23	204,182.93	5,726.08	674.59	5,051.49	199,131.44	199,131.44
24	199,131.44	5,726.08	657.90	5,068.18	194,063.26	194,063.26
25	194,063.26	5,726.08	641.15	5,084.93	188,978.33	188,978.33
26	188,978.33	5,726.08	624.35	5,101.73	183,876.60	183,876.60
27	183,876.60	5,726.08	607.50	5,118.58	178,758.02	178,758.02
28	178,758.02	5,726.08	590.58	5,135.50	173,622.52	173,622.52
29	173,622.52	5,726.08	573.61	5,152.47	168,470.05	168,470.05
30	168,470.05	5,726.08	556.59	5,169.49	163,300.56	163,300.56
31	163,300.56	5,726.08	539.51	5,186.57	158,114.00	158,114.00
32	158,114.00	5,726.08	522.37	5,203.71	152,910.29	152,910.29
33	152,910.29	5,726.08	505.18	5,220.90	147,689.39	147,689.39
34	147,689.39	5,726.08	487.93	5,238.15	142,451.24	142,451.24
35	142,451.24	5,726.08	470.62	5,255.46	137,195.78	137,195.78
36	137,195.78	5,726.08	453.26	5,272.82	131,922.96	131,922.96
37	131,922.96	5,726.08	435.84	5,290.24	126,632.72	126,632.72
38	126,632.72	5,726.08	418.36	5,307.72	121,324.99	121,324.99
39	121,324.99	5,726.08	400.82	5,325.26	115,999.73	115,999.73
40	115,999.73	5,726.08	383.22	5,342.86	110,656.88	110,656.88
41	110,656.88	5,726.08	365.57	5,361.01	105,295.87	105,295.87
42	105,295.87	5,726.08	347.86	5,378.72	99,917.15	99,917.15
43	99,917.15	5,726.08	330.09	5,395.99	94,521.16	94,521.16
44	94,521.16	5,726.08	312.26	5,413.82	89,107.34	89,107.34
45	89,107.34	5,726.08	294.37	5,432.21	83,675.13	83,675.13
46	83,675.13	5,726.08	276.43	5,450.65	78,224.48	78,224.48
47	78,224.48	5,726.08	258.42	5,468.66	72,755.82	72,755.82
48	72,755.82	5,726.08	240.36	5,486.72	67,269.10	67,269.10
49	67,269.10	5,726.08	222.23	5,504.85	61,764.25	61,764.25
50	61,764.25	5,726.08	204.05	5,523.03	56,241.21	56,241.21
51	56,241.21	5,726.08	185.80	5,542.28	50,698.93	50,698.93
52	50,698.93	5,726.08	167.49	5,560.59	45,138.35	45,138.35
53	45,138.35	5,726.08	149.13	5,578.95	39,559.40	39,559.40
54	39,559.40	5,726.08	130.70	5,596.75	33,962.65	33,962.65
55	33,962.65	5,726.08	112.21	5,613.87	28,348.78	28,348.78
56	28,348.78	5,726.08	93.67	5,632.41	22,716.37	22,716.37
57	22,716.37	5,726.08	75.06	5,651.02	17,065.35	17,065.35
58	17,065.35	5,726.08	56.38	5,669.70	11,395.65	11,395.65
59	11,395.65	5,726.08	37.65	5,688.43	5,707.22	5,707.22
60	5,707.22	5,726.08	18.86	5,707.22	0.00	-

Restricted - Confidential

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Geromy Schrick

Date: 6/4/2024

Contract Vendor: SherpaDesk **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 6,966.30 **Fund:** 11 **Project:** 025

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Annual license renewal for SherpaDesk - Maintenance and Technology Work order system.

SherpaDesk

Bill to:
Mustang Public Schools (OK)
906 S Heights Drive
Mustang, OK 73064
United States

Prepared by:
SherpaDesk
PO Box 66181

Los Angeles, CA 90066
United States

Contact Name: Geromy Schrick
Phone: (405) 376-7398
Email: schrickg@mustangps.org

Prepared by:
Mike
Sales Director
mike@sherpadesk.com

Reference: 20240508-135331697
Quote created: May 8, 2024
Quote expires: July 1, 2024

Contract Start Date 07/01/2024
Contract End Date 06/30/2025

Product	Sales Price	Quantity	Discount	Total Price
Student License	$0.66	9,100	10%	$5,405.40
Remote Assistance	$600.00	1	20%	$480.00
Multiple Departments	$1,201.00	1	10%	$1,080.90

SUMMARY

One-time subtotal	$6,966.30 after $840.70 discount

Total	**$6,966.30**

408

Quote Acceptance Signature

Signature _____

Name _____

Title _____

Date _____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Geromy Schrick

Date: 6/4/2024

Contract Vendor: Trafera **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 84,970.00 **Fund:** 34 **Project:** 025

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

5th year of a 5 year lease for 1000 ChromeBooks for student use.

TRAFERA

LEASE SCHEDULE 001

This Lease Schedule is issued pursuant to the Lease Agreement No. MUS050621 dated May 6, 2021. The terms and conditions of the Lease Agreement and the terms and conditions of Certificates of Acceptance executed pursuant to Lease Schedule 001, including Installation Dates and descriptions and serial numbers of Equipment contained therein, are a part hereof and incorporated by reference herein.

LESSOR:
Trafera, LLC dba Trafera Financial Services
2550 University Avenue W
Suite 315-S
St. Paul, MN 55114

LESSEE:
Mustang School District Number I-69, Mustang, Canadian County, Oklahoma
909 South Mustang Road
Mustang, OK 73064

SUPPLIER OF EQUIPMENT:
Trafera, LLC

LOCATION OF INSTALLATION:
Same as Above

Term of Lease from Commencement Date: 48 months
Monthly Lease Charge: $7,080.83, due annually in the amount of $84,970.00
Security Deposit: Lessee shall deliver a security deposit in the amount of $7,081.00. If no Event of Default has occurred, this security deposit may be applied toward the total amounts due pursuant to the applicable Lease Schedule.

EQUIPMENT:
1,000 HP Chromebook 11MK G9 EE
1,000 Google Chrome Management Perpetual EDU License
1,000 Trafera CBN Warranty - Plat - 4 Yr - B
1,000 Trafera White Glove 300 Units and Above
1,000 Trafera Asset Tags with White Glove
Trafera Green Packing
to be fully described at a later date.

Lessee understands that Lessor's commitment to lease Equipment under this Lease Schedule 001 is contingent upon continuing credit approval by Lessor's credit committee and such credit approval shall be at Lessor's sole discretion.

The Monthly Lease Charge will be prorated and charged as interim rent between the date an item of Equipment is accepted and the Commencement Date.

Every Term is Agreed to and Accepted:

TRAFERA, LLC dba TRAFERA FINANCIAL SERVICES
"LESSOR"

By: _____

Print Name: _____

Title: _____

Date: _____

Every Term is Agreed to and Accepted:

MUSTANG SCHOOL DISTRICT NUMBER I-69, MUSTANG, CANADIAN COUNTY, OKLAHOMA
"LESSEE"

By: Todd Lovelace

Print Name: Todd Lovelace

Title: President, MPS Board of Education

Date: May 10, 2021

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Robert Foreman

Board Meeting Date: June 10, 2024

Contract Vendor: BSN Sports **Time Frame:** 2024-2025

Amount: _____ **Fund:** 60 **Project:** 801/803

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Nike Exclusive Supplier for uniforms, footwear and equiptment.

BSN SPORTS™

EXCLUSIVE SUPPLIER AGREEMENT

BSN SPORTS, LLC, a Delaware limited liability company ("BSN SPORTS") is pleased to offer the **MUSTANG PUBLIC SCHOOL DISTRICT** Athletic Department ("School") the **BSN SPORTS EXCLUSIVE SUPPLIER AGREEMENT** (the "Agreement") for the purchase and supply of NIKE apparel and footwear along with any and all other footwear, apparel & equipment offered for sale to School by BSN SPORTS.

Benefits:

1. **"Premier Pricing"** shall apply to all footwear, apparel and equipment purchased by School at the following rates*:
    - **40%** off retail price on all NIKE apparel
    - **35%** off retail price on all NIKE footwear and equipment
    - **35%** off retail price on all NIKE Custom uniforms purchased within the timeframe specified in the BSN SPORTS uniform Schedule.
    - **15%** off catalog price on all BSN SPORTS proprietary products (as defined below) from BSN SPORTS catalog (exclusive of closeout and sale items)
        - BSN SPORTS proprietary products are identified in our catalog with a black star icon next to the product code.
    - **10%** minimum off catalog price on all non-branded products from BSN SPORTS catalog.
        - BSN SPORTS catalog non-branded products are products distributed by BSN SPORTS from a third-party manufacturer such as Wilson, Spalding, Rawlings, etc.

2. **NIKE Team Sports Product Allotment:** School shall receive the following in free NIKE promotional product calculated at NIKE retail prices and redeemable from the applicable approved NIKE promotional catalogs:
    - Year 1: **$ 20,000** in NIKE promotional product at retail price
        - Promotional product allocation is the sole responsibility of school.
        - Unused promotional product amounts, as of 5:00 pm on 4/15 of each year of the agreement, are forfeited. As a result, promotional merchandise cannot be carried over from one school year to the next.

3. **Product Rebate:** Subject to the terms below, at the end of each school year of this agreement, the Athletic Program will receive a Product Rebate including selected products from BSN. The Product Rebate will be selected from a list of products provided by BSN and subject to availability at the time of order. Product Rebates are available after the requirements below are met and must be utilized during each school budget year. All Product Rebates will be redeemed in May and June. A Product Rebate balance does not carry over from year to year.

   The product rebate will be a percent of the total spend for each year of the agreement. This rebate will be used on BSN Product and Nike Promotional Items.

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Annual Spending Level	Annual Rebate Amount:
$350,,000 +	8% of annual spend; 50% in Nike Team Stock apparel and 50% in BSN Sports equipment at catalog price.
$250,000—349,999	7% of annual spend; 50% in Nike Team Stock apparel and 50% in BSN Sports equipment at catalog price
$150,000—249,999	6% of annual spend; 50% in Nike Team Stock apparel and 50% in BSN Sports equipment at catalog price
$0-----149,999	5% of annual spend; 50% in Nike Team Stock apparel and 50% in BSN Sports equipment at catalog price

4. **BSN SPORTS Service Promise:** BSN SPORTS will provide a dedicated sales professional ("BSN SPORTS Representative") to conduct bi-weekly on-site visits to School throughout the term of this Agreement. BSN SPORTS Representative will be responsible for showing product samples, communicating order deadlines and providing 24-hour response for all questions and concerns. BSN SPORTS will also carry a minimum of $25 Million dollars of NIKE product at any given time.

Terms and Conditions:

1. **Exclusive Supplier**. School will use BSN SPORTS as their exclusive supplier for any and all of its athletic apparel, footwear, and equipment needs. It is also agreed that School will adhere to the BSN SPORTS product planning calendar to help ensure availability and delivery in a timely manner.

2. **NIKE Apparel at Events**. School's coaching staff and athletes will only wear NIKE branded footwear and apparel at competitions whenever possible.

3. **Purchase of NIKE & Other Products**. School shall notify its athletes that My Team Shop, which is operated and owned by BSN SPORTS, will serve as the online purchasing site for all additional NIKE products purchased directly by athletes, as well as their family and friends. School cannot guarantee that athletes and their family and friends will exclusively use the My Team Shop to purchase NIKE products per the NIKE rebate agreement. Each sport will offer at least one My Team Shop opportunity to their student athlete families/fans/alumni per year throughout length of agreement. The District Athletic office will receive 10% back on all MTS shops generated by every sport to be spent on apparel or equipment needs.

4. **Promotion**. School will promote this partnership through public announcements at events and signage (provided by BSN SPORTS) at football, basketball, baseball games and any other sporting event. A ½ page advertisement supplied by BSN SPORTS shall appear in School's media guide distributed or displayed at any such event. Also, BSN SPORTS will receive: (i) two (2) tickets or passes, as applicable, to all School athletic games, competitions, and tournaments or similar events, and (ii) one (1) vendor / athletic parking pass for use by the BSN SPORTS Representative for sales calls, meetings, presentations and campus visits. BSN SPORTS will receive 1 free hole sponsorship and foursome at annual golf outing. Static logos

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for BSN SPORTS & NIKE to appear on banner of athletic department website as the official supplier.

5. **Payment Terms.** School must be current on all payment obligations to BSN SPORTS to be eligible for all promotional products and rebates. Payments will be made within thirty (30) days of purchases unless alternate payment arrangements have been made and agreed to in writing by both parties.

6. **Additional Charges**. Decoration charges (including charges for embroidery and screen printing) are extra.

7. **Exclusions**. Products sold through Varsity Brands companies, Varsity Spirit & Herff Jones, will not be included in spending level totals.

8. **Freight and Shipping**. School is responsible for all freight/shipping charges. Non-truck items will be 3% and truck items will be 10%.

9. **Term of Agreement**. The term of this Agreement shall be for one (1) years, beginning on July 1, 2024, and continuing through June 30, 2025 (the "Initial Term" unless earlier terminated in accordance with this Agreement. This Agreement may be renewed by the parties for successive one (1) year terms (each a "Renewal Term" and together with the Initial Term, the "Term"); provided that: (i) School may solicit offers from competitors of BSN SPORTS for the provision of apparel, footwear, and equipment to commence after the Initial Term or then-current Renewal Term until six months prior to the expiration of the Initial Term or such Renewal Term (the "Shopping Period"); (ii) should School receive an offer during the Shopping Period, School shall communicate such offer to BSN SPORTS and provide BSN SPORTS with the opportunity to match such terms in the following Renewal Term. In any event, the parties may renew this Agreement in writing signed by both parties no later than ninety (90) days before the expiration of the Initial Term or then-current Renewal Term.

10. **Force Majeure Event:** Neither party shall be liable to the other for any costs or damage (including consequential and liquidated damages), arising out of delay or nonperformance under this Agreement arising, directly or indirectly, out of a Force Majeure Event including, without limitation, strike, work stoppage, fire, earthquake, flood, windstorm, riot, accident, acts of war or terrorism, civil or military disturbances, pandemic, nuclear or natural catastrophes or acts of God, court order or injunction, an order or directive restricting action by a relevant governmental authority, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services, or any other similar event that is beyond the reasonable control of the parties. The parties agree and acknowledge that, in no event, shall additional expenses or other adverse financial conditions be deemed a Force Majeure Event. Upon such Force Majeure Event, the inability to comply with any term of this Agreement shall be excused and either party shall be released from all current and future obligations under the Agreement provided that (i) written notice setting forth in detail the nature of the Force Majeure Event is given by such party to the other party as soon as such party is aware of the Force

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Majeure Event; and (ii) such party shall use all commercially reasonable efforts to minimize the extent of delay or nonperformance caused by the Force Majeure event.

Upon a Force Majeure event, the parties will make a good faith effort to reschedule the event as set forth herein at a mutually agreeable date and time. Any deposits will be applied to the rescheduled event; or will be fully refunded if the event is not rescheduled.

11. **COVID-19**. The parties acknowledge the ongoing risk and uncertainty regarding the impact of COVID-19 on their obligations under this Agreement. Notwithstanding the potential foreseeability of such impact, the parties acknowledge and agree that any actions taken by one party in response to or in compliance with recommendations, guidance, orders or other actions or directives of governmental or other applicable authorities with expertise in infectious diseases (e.g., WHO, CDC, NIAID, etc.) pertaining to COVID-19 shall constitute a Force Majeure event under this Agreement. In addition, if either party reasonably and in good faith determines that COVID-19 has made its obligations under this Agreement unworkable or overly burdensome, the affected party may terminate or postpone the Agreement without penalty, provided written notice is provided to the other party at least 30 days before the event.

12. **Termination of Agreement.** If BSN SPORTS or School should fail to perform or be in breach of any of the warranties, representation, covenants or obligations contained in this Agreement, or anticipatorily breach this Agreement, and such default is not curable or such default is curable but remains uncured for thirty (30) days after written notice thereof has been given to the defaulting party, the other party, at its sole election, may immediately terminate this Agreement with written notice to the defaulting party.

13. **Confidentiality:** Excluding disclosures made to attorneys, auditors, or other third party consultants, the terms and conditions of this Agreement are absolutely confidential between the parties and shall not be disclosed to anyone else, except as shall be necessary to effectuate its terms or to meet any legally required disclosure, including disclosure under Oklahoma Open Records Act (Freedom of Information Act). Any disclosure in violation of this section shall be deemed a breach of this Agreement.

14. **Severability**. Should any provision of this agreement be found to be invalid, illegal, or unenforceable for any reason, the invalidity or unenforceability of such provision shall not affect the validity of the remaining provisions hereof.

15. **Non-waiver**. Non-enforcement of any provision of this agreement by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this agreement.

16. **Headings**. The headings in this Agreement have been inserted for convenient reference only and shall not be considered in any questions of interpretation or construction of this Agreement.

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17. **Assignments**. Except for assignments pursuant to a Change of Control, this Agreement is not assignable in whole or in part by either party without the prior written consent of the non-assigning party, which consent shall not be unreasonably withheld, but is binding on any corporate successor of either party. As used herein, a "Change of Control" means a merger, sale, transfer, or other disposal of all or substantially all of the assets of the assignee or its ultimate direct or indirect parent corporation or holding company in one or more transactions.

18. **Notices**. Any notice or other communication provided under this Agreement will be in writing and will be effective either when delivered personally to the other party, or five (5) days following deposit into the United States mail (certified mail, return receipt requested), or upon overnight delivery service (with confirmation of delivery), addressed to such party at the address set forth herein, or upon electronic delivery by confirmed means.

    If to BSN SPORTS:
    BSN SPORTS, LLC
    14460 Varsity Brands Way
    Farmers Branch, TX 75244
    ATTN: CHRIS CRAWFORD

    With a copy to:
    Varsity Brands, LLC
    14460 Varsity Brands Way
    Farmers Branch, TX 75244
    ATTN: Chief Legal Officer

    If to School:
    MUSTANG PUBLIC SCHOOLS

19. **Governing Law**. This Agreement shall be interpreted and construed in accordance with the laws of the State of Oklahoma.

20. **Modification of Agreement**. This document contains the entire Agreement between the parties and may not be changed, modified, amended, or supplemented except by express written agreement signed by both parties.

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This Agreement is made and entered into by and between the parties this ____ day of _____ 2024.

Signed: _____

SUPERINTENDENT
MUSTANG PUBLIC SCHOOL DISTRICT
Name

Signed: _____

ATHIETIC DIRECTOR

BSN SPORTS™

MUSTANG PUBLIC SCHOOL DISTRICT
Name

Signed: Caleb Price 5-17-2024 RT REGIONAL SALES DIRECTOR

Chris Crawford 5-17-2024

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CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent

From: Michael Raiber, Director of Fine Arts

Board Meeting Date: June 10, 2024

Contract Vendor: Palen Music **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $18,200.00 **Fund:** 11 **Project:** 066

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Repair of band instruments, as needed for the entire district inventory.

Mustang Repair Parameters for 2024-2025 School Year

Submitted on May 31, 2024

Palen Music Center (PMC) is excited to continue this repair program customized for the Mustang School District (MSD). This document outlines the renewal of the document from the 2023-2024 school year. The goal is to continue to provide the district with high quality band instrument repair in a way that streamlines paperwork for the Mustang staff.

Here are the agreement details:

- Two hundred sixty (260) repair vouchers will be purchased on July 1, 2024 by MSD at a cost of $70.00 each for a total of $18,200. Each voucher can be redeemed to cover the repair costs of a single instrument. Please note that we are keeping the per-unit cost identical to the previous year with no increases.
- The Mustang repair agreement would run from July 1, 2024 - June 30, 2025.
- MSD would pay PMC in one payment of $18,200.00 on or before September 30, 2024 to cover the cost of 260 vouchers.
- Each instrument will be tracked on a shared spreadsheet so authorized Mustang band staff can see the progress and monitor the remaining vouchers available.
- Each voucher covers repair labor, consumable repair parts like cork, felts, springs, and pads, pickup and delivery from MSD campus. A PMC educational representative makes weekly visits to each MSD band facility.
- Each repair voucher does not cover replacement parts like cases, mouthpieces, and other non-consumable repair parts. Those items will be invoiced separately. Any parts charges exceeding $10 per instrument will be sent to Ryan Edgmon for pre-approval. The parts expenses will be tracked on a shared spreadsheet and will be invoiced out once per quarter in September 2024, December 2024, March 2025, and June 2025. (Please note that the $10 threshold is arbitrary and can be adjusted by MSD. The higher the threshold means the more flexibility given to PMC to add needed non-consumable repair parts which reduces the need to contact MSD band directors. The lower the number gives MSD more control over parts expenses and approvals.)
- The voucher does not cover any ultrasonic cleaning or polishing. MSD owns their own ultrasonic tank and plans to do their own cleaning and polishing. This agreement includes free ultrasonic tank training and instrument cleaning training for any MSD staff or students up to once per quarter at our PMC OKC location. If MSD wishes to have on-site training at Mustang HS, the time would be assessed and billed separately at

$100/hour. If our technicians deem an ultrasonic service and related cleaning and/or polishing services are still needed, we will contact MSD for approval and will provide an estimate to be invoiced separately from the voucher.

- For any quick repairs that MSD deems not worthy of spending a $70 voucher, the PMC repair staff will provide a free estimate. If approved, the instrument will be invoiced out separately from the repair agreement. (This prevents MSD from using a $70 voucher for a $30 repair.) For any extensive repairs that PMC deems extreme beyond a typical repair, we would provide a free estimate and if approved that repair would be invoiced separately from the repair agreement. (This protects PMC from having to do $300 of repair work on a $70 voucher.) The "spirit of the agreement" is that the overwhelming number of repairs will be satisfied by the $70.00 voucher. The price of $70.00 per voucher represents a 40% discount off our average repair ticket price.
- The Mustang staff will coordinate the timing and flow of repair with the PMC staff to best serve the Mustang program while preventing an overload situation in the PMC repair shop.
- Any unused vouchers on June 30, 2025 will be credited back to MSD at the rate of 50% per remaining unused voucher. This credit will not expire and can be used for future repair charges.
- Repairs would be completed at Palen Music Center located at 7701 N. Broadway Extension #A11, Oklahoma City, OK 73116.

It is our sincere hope that this program is a benefit to all parties. We have amazing repair technicians and are excited to launch this custom program for MSD. As we approach the end of the 2025 spring semester, we will discuss renewal options with Ryan Edgmon.

Signatures:

Eric Matzat

May 31, 2024

Eric Matzat, President
Palen Music Center, Inc.

Mustang Schools

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Assistant Superintendent

From: Donnie Ryan, Transportation Director

Board Meeting Date: June 10, 2024

Contract Vendor: Lobdock Impairment Detection **Time Frame:** 2024-2025 School Year

Amount: $ 10,000.00 **Fund:** 011 **Project:** 026

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Drug and alcohol screenings for bus drivers. This includes DOT required Pre-Employment Testing, Post-Accident Testing, Quarterly Random Testing, and Non-DOT testing for our Non-CDL bus drivers.

LOBDOCK
IMPAIRMENT DETECTION
NATIONWIDE OCCUPATIONAL DRUG AND ALCOHOL TESTING PROVIDER

SERVICE PROPOSAL PREPARED EXCLUSIVELY FOR MUSTANG PUBLIC SCHOOLS

Think of us like your own in-house drug and alcohol testing staff. We offer dedicated professional service with a dedicated compliance specialist assigned to your account.

About Lobdock Impairment Detection

- National organization full-service coverage
- Office maintains a Training/Compliance Director and Senior Compliance Officer
- All collectors are CPC - Certified Professional Collectors through DATIA, Breath Alcohol Technicians, Alternative Specimen Collections, and Certified Compliance Training. All collectors are certified by DATIA for DOT urine collections (compliance with 49 CFR Part 40)
- All collectors are certified Breath Alcohol Technicians (BAT) (compliance with 49 CFR Part 40)
- Testing Methodologies: DOT urine, Non-Dot Urine, BAT, saliva alcohol, instant urine drug test, instant oral fluid drug test, lab based oral fluid test, hair testing and more
- Laboratories Utilized: All SAMHSA certified laboratories primarily Quest, LabCorp, MedTox, Alere, and Omega. Other labs used on special request.
- MRO: Dr. Janelle Jaworski M.D. – Full-Service, Full-Time MRO operation
- Cutting edge Web-based technology used for program management, recordkeeping, random selections and reporting of test results
- Member of the Drug & Alcohol Testing Industry Association (DATIA) and the Substance Abuse Administrators Association (SAPAA) and National Drug & Alcohol Screening Association (NDASA)
- 24/7 phone number provided for after-hours service, we can provide testing services anywhere in the USA at any time of day or night.

LOBDOCK
IMPAIRMENT DETECTION
NATIONWIDE OCCUPATIONAL DRUG AND ALCOHOL TESTING PROVIDER

Why Lobdock Impairment Detection

• Compliance, Quality and Accuracy • Save time and money – one invoice monthly for all services and service agents • Save time and money – Lobdock will do all the administrative work for you including tracking down missing paperwork • Cloud based drug screen management software with client portals.	• Instant 24/7 online access to results • Data Security • Fast Turnaround • Our customer is our # 1 priority – personal direct • Flexibility for customization

Other Services Lobdock Impairment Detection Can Provide

- Background Checks
- Instant or lab-based testing, paperless scheduled testing options
- 24/7 Mobile On Site Drug & Alcohol Collections
- Drug Free Workplace Policy Development (DOT and Non-DOT)
- Random computerized employee selection (included free for clients)
- Employee Education / Supervisor Training – web based, webinars or live programs
- Substance Abuse Professional Referrals
- Collection site management for clinics all over the USA, including on-site testing options
- MIS reporting

NOTE DOT Testing Percentages for FMCSA:
Drug Testing: 50%
Alcohol Testing: 10%

LOBDOCK
IMPAIRMENT DETECTION
NATIONWIDE OCCUPATIONAL DRUG AND ALCOHOL TESTING PROVIDER

SERVICES	
Urine Drug Screens	$ 56/each
Alcohol Test	$ 40/each
Onsite Fees (Drug and Alcohol)	Included
Scheduled Event	$50 /hr per collector
Mileage	$1/mile
Quarterly charge for random admin fee	Included
Quarterly charge for random management fee	Included
Audit Assistance	Included
Reasonable suspicion and post-accident consultation 24/7	Included
<u>If Needed</u>	
Wait time after 90 minutes (Example: waiting for donors between collections)	$50/hr
Cancellation fee (less than 24 hours notice)	$200 per event

This contract covers the new fiscal year for Mustang Schools, from 7-1-24 until 6-30-2025. By 6-30-25, Lobdock and Mustang Schools will revisit and review for any revisions needed by either party prior to issuing a new joint contract.

Client Approval:

Name:	Title:
Signature:	Date:

Lobdock Approval:

Name: LaTeze Clayton	Title: Assistant Branch Manager
Signature: LaTeze Clayton	Date: 5-13-2024

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Dr. Jason Pittenger, Assistant Superintendent

From: Donnie Ryan, Transportation Director

Board Meeting Date: June 10, 2024

Contract Vendor: UniFirst Corporation **Time Frame:** 2024-2025 School Year

Amount: $ 1,500.00 **Fund:** 11 **Project:** 026

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Delivery and exchange of red shop rags

Revised: 5/24/2023

UniFirst

Existing account [X]

Agreement No. 0663140

Customer No. 650423

Customer Service Agreement

Company Name (Customer) MUSTANG SCHOOL TRANS

Address 12400 SW 15TH STREET

MUSTANG, OK 73099

Phone 4053762630

Loc. No.

Route No. 65509

Date 04/19/2024

SIC/NAICS 4780

The undersigned (the "CUSTOMER") orders from UniFirst Corporation and/or UniFirst Holdings, Inc. d.b.a. UniFirst and/or UniFirst Canada LTD. ("UniFirst") the rental service(s) at the prices and upon the conditions outlined:

Merchandise Serviced

Item Description	Per Piece Charge	Pieces Serviced	Par Level	Total Inventory	Par Quantity	Price per Piece	Non-Standard Charge	Per Piece
802310 WIPERS 18X18 BAGGED	1.60	2		400	200	0.1200		24.16
907508 LAUNDRY BAGS SPECIAL	11.49	2		2	1	NO		NO

Minimum weekly charge applies, equal to 75% of the total weekly value.

Other Charges	Amount
Garment preparation per piece	1.85
Name emblem per piece	
Company emblem per piece	
Direct Embroidery	
Garment Maintenance Program	NO
Loss protection Maint. Program	NO
Linen Maintenance Program	NO
Mat Protection Program	NO

Other Charges	Amount
Non-stock sizes per piece	20.00%
Special cuts per piece	3.00
Restock/Exchange per piece	0.00
Automatic Wiper Replacement	YES
Automatic Linen Replacement	NO
Ongoing Prep Program	NO
Ongoing Emblem Program	NO
DEFE Charge Fixed	9.60
DEFE Sliding Plus	
Energy Charge	2.25

Payment Terms: C.O.D. [ ] E.F.T. [ ] Approved Charge[3] [X]

COMMENTS

Discussion, motion, and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Delivery and exchange of red shop rags

Approved charge: CUSTOMER agrees to make payments within 30 days of invoice receipt. A late charge of 1¼ % per month (15% per year) for any amount in arrears may be applied. [4]

The undersigned agrees to the attached Customer Service Agreement Terms and attests to have the authority to execute for the named CUSTOMER, and to approve use of any personalization - including logos or brand identities - that has been requested.

Sales Rep: [signature] 5-13-24 (Accepted)

Sales Rep (Print Name) Date

Accepted:[5] Brian Hagle 5/13/24

Location Manager (Signature) Date

Brian Hagle GM

Location Manager (Print Name and Title)

CUSTOMER (Signature) Date

CUSTOMER (Print Name and Title)

Email

[1] Out-sizes of otherwise Standard Merchandise are deemed to be Non-Standard Merchandise

[2] Merchandise which is Not-U-Leased is not cleaned by UniFirst

[3] Charge status contingent upon continuing credit worthiness and may be revoked at UniFirst's discretion.

[4] All returned checks and declined credit/debit cards subject to $35 processing fee.

[5] This Agreement is effective only upon acceptance by UniFirst Location Manager

Print & Sign (1) copies on Legal-Size (8½" * 14") paper: [ ] Local UniFirst copy (scanned copy to corporate office) [ ] Customer copy

Customer Service Agreement Terms

REQUIREMENTS SUPPLIED. Customer orders from UniFirst Corp. ("UniFirst") the rental garments and/or other items of the type specified in this Agreement ("Merchandise") and related pickup/delivery and maintenance services (collectively with Merchandise, "Services") for all of Customer's requirements therefor, at the prices and upon the terms and conditions set forth herein. Additional Services requested by Customer, verbally or in writing, will also be covered by this Agreement. All rental Merchandise supplied to Customer remains the property of UniFirst. Customer warrants that it is not subject to, and that this Agreement does not interfere or conflict with, any existing agreement for the supply of the Merchandise or Services covered.

PERFORMANCE GUARANTEE. UNIFIRST GUARANTEES TO DELIVER HIGH-QUALITY SERVICE AT ALL TIMES. All items of Merchandise cleaned, finished, inspected, repaired and delivered by UniFirst will meet or exceed industry standards, or non-conforming items will be replaced by the next scheduled delivery day at no cost to Customer. Items of rental Merchandise requiring replacement due to normal wear and tear will be replaced at no cost to Customer, save for any applicable personalization and setup charges.

Customer expressly waives the right to terminate this Agreement during the initial term or any extension thereof for deficiencies in the quality of Services unless: (1) complaints are first made in writing to UniFirst which set forth the precise nature of any deficiencies; (2) UniFirst is afforded at least 60 days to correct any deficiencies complained of; and (3) UniFirst fails to correct those deficiencies complained of within 60 days. In the event Customer complies with the foregoing and UniFirst fails to correct such deficiencies, Customer may terminate this Agreement by written notice to UniFirst, providing that all previous balances due to UniFirst have been paid in full and that all other conditions to terminate have been satisfied. Any delay or interruption of the Services provided for in this Agreement by reason of acts of God, fires, explosions, strikes or other industrial disturbances, or any other cause not within the control of UniFirst, shall not be deemed a breach or violation of this Agreement.

TERM AND RENEWAL. This Agreement is effective when signed by both the Customer and UniFirst Location Manager and continues in effect for consecutive one-month periods of Merchandise (for new customers) or any renewal date. This Agreement will be renewed automatically and continuously for multiple successive 12-month periods unless Customer or UniFirst gives written notice of non-renewal to the other at least 90 days prior to the next expiration date.

12 month

12 month

PRICES AND PAYMENTS. Prices are based on 52 weeks of service per year. Any increase(s) to Service Frequency could result in additional charges. On an annual basis, the prices then in effect will be increased by the greater of the annual percent increase in the Consumer Price Index - All Urban Consumers, Series ID: CUURO000SA0, other goods and services, or by 5%. Additional price increases and other charges may be imposed by separate written notice or by notation on Customer's invoice. Customer may, however, decline such additional increases or charges by notifying UniFirst in writing within 10 days after receipt of such notice or notation. If Customer declines said additional price increases, UniFirst may terminate this Agreement. Customer also agrees to pay the other charges and minimum weekly charge herein specified. Charges relating to a wearer leaving Customer's employ can be terminated by (1) giving notice thereof to UniFirst and (2) returning or paying for any missing Merchandise issued to that individual. Any Merchandise payments required pursuant to this Agreement will be at the replacement price(s) then in effect hereunder. If an authorized Customer representative is not available to receive and acknowledge delivery of Merchandise, Customer authorizes UniFirst to make delivery and assumes responsibility for related charges/invoices.

If Customer fails to make timely payment, UniFirst may, at any time and in its sole discretion, terminate this Agreement by giving written notice to Customer, whether or not UniFirst has previously strictly enforced Customer's obligation to make timely payments. Customer agrees to pay, and will pay, all applicable sales, use, personal property and other taxes and assessments arising out of this Agreement.

DEFE CHARGE. Customer's invoices may also include a DEFE charge to cover all or portions of certain expenses including:
D = DELIVERY, or expenses associated with the actual delivery of Services and Merchandise to Customer's place of business, primarily Route Sales Representative commissions, management salaries, vehicle depreciation, equipment maintenance, insurance, road use charges and local access fees.
E = ENVIRONMENTAL, or expenses (past, present and future) UniFirst absorbs related to waste-water testing, purification, effluent control, solids disposal, supplies and equipment for pollution controls and energy conservation and overall regulatory compliance.
F = FUEL, or the gas, diesel fuel, oil and lubricant expenses associated with keeping UniFirst's fleet vehicles on the road and servicing its customers.
E = ENERGY, primarily the natural gas UniFirst uses to run boilers and gas dryers, plus all or local utility charges.

MERCHANDISE. Customer acknowledges and agrees to notify all employees that Merchandise supplied is for general occupational use and, except as expressly specified below, affords no special wear protections. Customer further acknowledges that: (1) Customer has unilaterally and independently determined and selected the nature, style, performance characteristics, number of changes and scope of all Merchandise to be used and the appropriateness of such Merchandise for Customer's specific needs or intended uses; (2) UniFirst does not have any obligation to advise, and has not advised, Customer concerning the fitness or suitability of the Merchandise for Customer's intended use; (3) UniFirst makes no representation, warranty or covenant regarding the performance of the Merchandise (including without limitation Flame Resistant and Visibility Merchandise); and (4) UniFirst shall in no way be responsible or liable for any injury or harm suffered by any Customer employees while wearing or using any Merchandise. Customer agrees to indemnify and hold harmless UniFirst and its employees and agents from and against all claims, injuries or damages to any person or property resulting from Customer's or Customer's employee use of the Merchandise, whether or not such claims, injuries or damages arise from any alleged defects in the Merchandise.

Flame Resistant ("FR") Merchandise supplied hereunder is intended only to prevent the ignition and burning of fabric away from the point of high heat impingement and to be self-extinguishing upon removal of the ignition source. FR items will not provide significant protection from burns in the immediate area of high heat contact due to thermal transfer through the fabric and/or destruction of the fabric in the area of such exposure. FR items are designed for continuous wear as only a secondary level of protection. Primary protection is still required for work activities where direct or significant exposure to heat or open flame is likely to occur.

Visibility Merchandise is intended to provide improved conspicuity of the wearer under daylight conditions and when illuminated by a light source of sufficient candlepower at night. It is Customer's responsibility to determine the level of conspicuity needed by wearers under specific work conditions. Further, Customer agrees that Visibility Merchandise alone does not ensure conspicuity of the wearer and that additional safety precautions may be necessary. The Visibility Merchandise supplied satisfied particular ANSI/ISEA standards only when they were new and unused and only if so labeled. Customer acknowledges that usage and laundering of Visibility Merchandise may adversely affect its conspicuity.

Healthcare/Food-Related Customer acknowledges that: (1) UniFirst does not guarantee or warrant that the Merchandise selected by Customer or that processed garments delivered by UniFirst will be appropriate or sufficient to provide a hygienic level adequate for individual Customer's needs and (2) optional poly-bagging* is recommended to reduce the risk of cross-contamination of Merchandise, and the failure to utilize such service may adversely affect the efficacy of UniFirst's hygienic cleaning process.
(* Poly-bag services incur additional charges.)

If any Merchandise supplied hereunder is Merchandise that: (1) UniFirst does not stock for whatever reason (including due to style, color, size or brand); (2) consists of non-UniFirst manufactured or customized FR Merchandise; or (3) consists of Merchandise that has been permanently personalized (in all cases known as "Non-Standard Merchandise"), then, upon the discontinuance of any Service hereunder at any time for any reason, including expiration, termination, or cancellation of this Agreement, with or without cause, deletion of any Non-Standard Merchandise from Customer's Service Program, or due to employee reductions (in each case a "Discontinuance of Service"), Customer will purchase at the time of such Discontinuance of Service all affected Non-Standard Merchandise items then in UniFirst's inventory (in-service, shelf, as well as any manufacturer's supplies ordered for Customer's use), paying for same the replacement charges then in effect.

Customer agrees not to contaminate any Merchandise with asbestos, heavy metals, solvents, inks or other hazardous or toxic substances ("contaminants"). Customer agrees to pay UniFirst for all Merchandise that is lost, stolen, damaged or stained beyond repair. As a condition to the termination of this Agreement, for whatever reason, Customer will return to UniFirst all standard Merchandise in good and usable condition or pay for same at the replacement charges then in effect.

OBLIGATIONS AND REMEDIES. If Customer breaches or terminates this Agreement before the expiration date for any reason (other than for UniFirst's failure under the performance guarantee described above), Customer will pay UniFirst, as liquidated damages and not as a penalty (the parties acknowledging that actual damages would be difficult to calculate with reasonable certainty) an amount equal to 50 percent of the average weekly amounts invoiced in the preceding 26 weeks, multiplied by the number of weeks remaining in the current term. These damages will be in addition to all other obligations or amounts owed by Customer to UniFirst, including the return of Standard Merchandise or payment of replacement charges, and the purchase of any Non-Standard Merchandise items as set forth herein.

This Agreement shall be governed by Massachusetts law (exclusive of choice of law). If a dispute arises from or relates in any way to this Agreement or any alleged breach thereof at any time, the parties will first attempt to resolve the claim or dispute by negotiation at agreed time(s) and location(s). All negotiations are confidential and will be treated as settlement negotiations. Any matter not resolved through direct negotiations within 30 days shall be resolved exclusively by final and binding arbitration, conducted in the capital city of the state where Customer has its principal place of business (or some other location mutually agreed) pursuant to the Commercial Arbitration Rules of the American Arbitration Association; and, governed by the Federal Arbitration Act, to the exclusion of state law inconsistent therewith. The parties will agree upon one (1) Arbitrator to settle the controversy or claim. The successful or substantially prevailing party in any proceeding, including any appeals thereof (as determined by the Arbitrator/court) shall recover all of its costs and expenses including, without limitation, reasonable attorney fees, witness fees and discovery costs, all of which shall be included in and as a part of the judgment or award rendered hereunder. This provision for Arbitration is specifically enforceable by the parties; the Arbitrator shall have no power to vary or ignore the provisions hereof; and, the decision of the Arbitrator in accordance herewith, may be entered in any court having jurisdiction thereof. Customer acknowledges that, with respect to all such disputes, it has voluntarily and knowingly waived any right it may have to a jury trial or to participate in a class action or class litigation as a representative of any other persons or as a member of any class of persons, or to consolidate its claims with those of any other persons or class of persons. If this prohibition against class litigation is ruled to be unenforceable for any reason in any proceeding, then the prohibition against class litigation shall be void and of no force and effect in that proceeding.

MISCELLANEOUS. The parties agree that this Agreement represents the entire agreement between them. In the event Customer issues a purchase order to UniFirst at any time, none of the standard pre-printed terms and conditions therein shall have any application to this Agreement, or any transactions occurring pursuant hereto or thereto. UniFirst may, in its sole discretion, assign this Agreement. Customer may not assign this Agreement without the prior written consent of UniFirst. Customer agrees that in the event it sells or transfers its business, it will require the purchaser or transferee to assume all obligations and responsibilities under this Agreement; provided that such assumption shall not relieve Customer of its liabilities hereunder; and provided further that any failure by a purchaser or transferee to assume this Agreement shall constitute a breach and early termination of this Agreement resulting in the obligation to pay all amounts on account thereof as set forth in this Agreement. Neither party will be liable for any incidental, consequential, special or punitive damages. In no event shall UniFirst's aggregate liability to Customer for any and all claims exceed the sum of all amounts actually paid by Customer to UniFirst. In the event any portion of this Agreement is held by a court of competent jurisdiction or by a duly appointed arbitrator to be unenforceable, the balance will remain in effect. All written notices provided to UniFirst must be sent by certified mail to the attention of the Location Manager. In Texas and certain other locations, UniFirst's business is conducted by, and the term "UniFirst" as used herein means, UniFirst Holdings, Inc. d.b.a. UniFirst.

UniFirst Corporation

Association List

Association MUSTANG SCHOOL TRANS Contract Number 0503140

Loc	Cust No	Cust Name	Address	Route
825	850423	MUSTANG SCHOOL TRANS	12400 SW 15TH STREET MUSTANG, OK 73099	05599

Customer Signature _____ Date _____ Initials _____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent of Secondary Education
Amy Hill, Director of Federal Programs

From: Katy Patterson, Coordinator of Indian Education

Board Meeting Date: June 10, 2024

Contract Vendor: Varsity Tutors for Schools LLC **Time Frame:** 8/1/2024-6/30/2025

Amount: $ 52,000.00 **Fund:** 11 **Project:** 561

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Title VI/Indian Education tutoring program to provide individualized academic support as well as enrichment opportunities for K-12 Title VI students.

Varsity Tutors for Schools

Varsity Tutors for Schools LLC
8001 Forsyth Blvd. Suite 1050
St. Louis, MO 63105

Prepared by: Shannon Benson
Effective Date: 8/1/2024

Order Form

CUSTOMER INFORMATION	BILLING INFORMATION
Customer Name: Mustang Public Schools I - 69	**Billing Account:** Mustang Public Schools I - 69
Address: 909 S Mustang Rd Mustang OK 73064	**Billing Address:** 12400 Southwest 15th Street Yukon OK 73099
Customer Contact: Katy Patterson	**Billing Contact:** Katy Patterson
Title: Native American Advisor	**Billing Contact Title:** Native American Advisor
Email: pattersonk@mustangps.org	**Billing Email:** pattersonk@mustangps.org
Phone: 14053765838	**Phone:** 14053765838

Offering	Start Date	End Date	Quantity	Total Price
District Assigned Administrator Portal, Live Video Tutoring, VT Live Learning Platform, Progress Reporting	9/16/2024	3/31/2025	25 Tutoring Sessions per Week	$28,000.00
Parent Assigned Learning Memberships (1 Sessions per Week per Membership) 1-on-1 tutoring, live online classes,interactive learning tools, and adaptive assessments.	8/1/2024	6/30/2025	20 Learning Memberships	$24,000.00

Total Amount: **$52,000.00**

Payment Terms

Payment of $52,000.00 is due 30 days after the start of services on 8/1/2024.

Additional Terms

This Order Form is entered into by and between the Customer, identified above, and Varsity Tutors for Schools LLC, a Missouri limited liability company ("Varsity") as of the Effective Date. This Order Form will only be valid and binding upon execution by both parties. The Terms for Education Offerings available at https://www.varsitytutors.com/school-solutions/terms (the "Terms") constitute a part of this Order Form and are incorporated herein.

Additional Terms for District Assigned: District Assigned allows Customer to schedule 1:1 and small group tutoring sessions (up to 1:5) for Learners in the Title Support Program through the Platform (as defined in the Terms). The "Weekly Allocation" for District Assigned shall be 25 sessions per week, commencing on the

applicable Start Date specified in the table above. The Weekly Allocation specifies the total number of sessions that Customer may schedule in a given week, from Monday through Sunday, through the applicable End Date specified above. The Weekly Allocation of sessions does not carry over week-to-week.

Additional Terms for Parent Assigned Learning Memberships: Parent Assigned Learning Memberships will allow parents/guardians and Learners to schedule tutoring sessions for Learners in the Title Support Program through the Platform (as defined in the Terms). Each Parent Assigned Learning Membership is entitled to the number of sessions per week (Monday through Sunday) as specified in the table above. The sessions do not carry over week-to-week. Each Parent Assigned Learning Membership shall expire at the end of the term specified in the table above. Customer understands that, in order to comply with applicable laws, Learners will not be able begin scheduling sessions hereunder until the Learner and/or (as applicable) their parent/ guardian has completed the customer registration process with Varsity.

ACCEPTED AND AGREED

Customer	**Varsity Tutors for Schools LLC**
Signature:	**Signature:**
Name:	**Name:**
Title:	**Title:**
Date:	**Date:**

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Stacy Edwards, Assistant Superintendent

From: Amy Hill, Director of Federal Programs

Board Meeting Date: 6/10/2024

Contract Vendor: EduSkills **Time Frame:** 7/1/24 to 6/30/25

Amount: $31,900.00 **Fund:** 11 **Project:** 572

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

EduSkills is the student database for our English Language Learner program. The database is utilized in the development of our ELAPs (English Language Academic Plans) and helps staff facilitate reporting for English Language Learners.

RENEWAL OF SERVICES NOTICE
FOR
EDUSKILLS

Dear Amy Hill,

As we approach the end of this school year, I want to thank you personally for your continued partnership with EduSkills in our joint effort to enhance and strengthen the education of your EL students.

Some of the significant benefits of this collaboration our clients have shared are:

- Maximize funding for most districts using the HLS service.
- Easy automation of required learning plans and instructional guidance.
- Classroom Instructional Coach for teacher reporting related to former EL progress monitoring.
- Actionable and accessible Title III program data at your fingertips.
- And much more!

In the coming 2024-25 school year we will be enhancing our services in many ways, here are a few:

- Newly designed reporting features: **generate parent letters and OKSDE in one report.**
- **Updated OKSDE ELAP**: easily add the state's "Understanding the ELAP" in English and Spanish.
- Family Engagement Portal
- Enhanced filter options: **search for Bilingual Status in Title III/LIEP.**
- **Thursday, July 25th, 2024 Kick-off Update and Training**: professional development meetings prior to the start of the 2024-25 school year

The following is a summary of your Renewal of Services based on the services that your district received during the 2023-24 school year. If you would like to add new services, please call us, and we will send you an updated quote. We will accept PO's issued before or after June 30, 2024 and will initiate billing for the service period after receiving an updated PO.

2024-25 Service Fee Estimate

$31,900

Thank you for being such a great partner! We look forward to working with you and your district next year. Have a great Summer!

If you have any questions or would like to discuss this notice or new and additional services, feel free to call me at (405) 315-8268.

Taylor

President, EduSkills

04/10/2024

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Stacy Edwards, Assistant Superintendent

From: Amy Hill, Director of Federal Programs

Board Meeting Date: 6/10/2024

Contract Vendor: Renaissance **Time Frame:** 7/1/24 to 6/30/25

Amount: $7,927.50 **Fund:** 11 **Project:** 572

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

The STAR Rennaissance and Freckle licenses will be used jointly to academically support English Language Learners at the High School level.

Renaissance

Quote
3131286

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote Details

Mustang High School - 217010

Products & Services	Subscription Period	Quantity	Unit Price	Discount	Total
Applications					
Freckle ELA Student Subscription	07/01/2024 - 06/30/2025	250	$16.22	$0.00	$4,055.00
Star Comprehensive Suite Subscription	07/01/2024 - 06/30/2025	250	$15.49	$0.00	$3,872.50
Professional Services					
Foundations Professional Learning Package (included with purchase)		1	$0.00	$0.00	$0.00
	Mustang High School Total			**$0.00**	**$7,927.50**

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Renaissance

Quote
3131286

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Mustang Public Schools - 217007
12400 SW 15th St
Yukon, OK 73099-7734
Contact: Amy Hill - (405) 376-2461
Email: hilla@mustangps.org

Reference ID: 726158

Quote Summary	
School Count: 1	
Renaissance Products & Services Total	$7,927.50
Shipping and Processing	$0.00
Sales Tax	$0.00
Grand Total	**USD $7,927.50**

This quote includes: Renaissance Freckle and Star Comprehensive Suite.

By signing below, Customer:

- acknowledges that the Person signing this Quote is authorized to do so;
- agrees that this Quote, any other quotes issued to Customer during the Subscription Period and Customer and its Authorized Users access to and use of the Products and Services are subject to the Renaissance Terms of Service and License located at https://doc.renlearn.com/KMNet/R62416.pdf which are incorporated herein by reference;
- acknowledges receipt of the Notice of Renaissance's Practices Relating to Children's Online Privacy https://docs.renaissance.com/R63870 directed to you as the school official responsible for authorizing the use of the Renaissance Products and Services in the educational context.

To accept this offer and place an order, please sign and return this Quote.
Renaissance will issue an invoice for this Quote on the earlier of (a) the date You specify below or (b) the day before Your Subscription Period starts (Invoice Date). If You require a purchase order, You agree to provide one to Renaissance at least 15 days before the Invoice Date. You also agree to pay the invoice within 30 days of the Invoice Date.

Please check here if your organization requires a purchase order prior to invoicing: [ ]

Renaissance Learning, Inc.	Mustang Public Schools - 217007
Ted Wolf	By:
Name: Ted Wolf	Name:
Title: VP - Corporate Controller	Title:
Date: 5/10/2024	Date:
	Invoice Date:

Email: electronicorders@renaissance.com

If your billing address is different from the address at the top of this Quote, please add that billing address below.
Bill To:

If changes are necessary, or additional information is required, please contact your account executive Susie Beauchamp at (918)948-8278, Thank You.

Renaissance

Quote
3131286

2911 Peach Street, Wisconsin Rapids, WI 54494-1905
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ('TPT'). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Ryan McKinney, Assistant Superintendent of Secondary Education
Amy Hill, Director of Federal Programs AH

From: Katy Patterson, Coordinator of Indian Education KP

Board Meeting Date: June 10, 2024

Contract Vendor: National Indian Education Association **Time Frame:** 2024-2025 School Year

Amount: $ 43,880.00 **Fund:** 11 **Project:** 561

New Contract: ☑ **Renewal Contract:** ☐ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

The National Indian Education Association will provide training, technical assistance and program implementation for the new Student Support Coordinator position for Title VI students at MNMS. They will also provide a 50% financial match for the overall program cost. All expenses after the match will be covered by Title VI/561.

National Indian
Education Association

Memorandum of Understanding
Between the
National Indian Education Association
And
Mustang Public Schools

This Memorandum of Understanding (MOU) is made between the National Indian Education Association (hereafter referred to as NIEA) and Mustang Public Schools (hereafter referred to as MPS).

Mission

NIEA advances comprehensive educational opportunities for American Indians, Alaska Natives, and Native Hawaiians throughout the United States.

Mustang Public School District (MPS) is a public school district encompassing 16 school sites and approximately 13,444 students in Oklahoma. MPS serves 9.8% Native students in the area of Mustang, Oklahoma. Mustang North Middle is one of three middle schools serving 9.8% Native student population of 697 seventh & eighth grade students.

Responsibilities

The Parties in this MOU will work together with the goal of implementing Tribal Communities In Schools (TCIS) as a model for Mustang's Office of Indian Education Title VI department to provide a culturally grounded Integrated Student Supports model for Native students at Mustang North Middle School. Mustang Public School Mission is to develop Mustang's community of collaborative learners as self-confident, creative problem solvers, and skillful communicators, who are capable of accessing and processing information in a lifelong pursuit of excellence.

Accordingly, NIEA and MPS, operating within this Understanding, agree as follows:

BOTH parties agree to:

1. Strengthen relationships with the local tribal community, parents, school leadership, and community partners to increase engagement with and representation in the services and activities provided in and by the district school.

2. Meet and communicate regularly through an agreed upon schedule to discuss progress data, program activities, and reporting.

3. Sign a Data Sharing Agreement that provides access to the TCIS data management system and allows both parties to utilize non-identifying data to report program successes and areas of growth.

4. Develop an agreed upon scope of work annually for the duration of this MOU.

National Indian
Education Association

5. Assess the health of the partnership and TCIS implementation effectiveness annually to develop new scopes of work.

NIEA agrees to:

1. Support the hiring process for a TCIS Student Support Site Coordinator for Mustang North Middle School.
2. Provide all necessary training for above TCIS Student Support Site Coordinator and school leaders and staff at Mustang North Middle School as it pertains to the role of TCIS in support Native students.
3. Secure 50% of salary costs for above referenced TCIS Student Support Site Coordinator.
4. Provide access, training, and technical assistance for district use of the TCIS data management system (CISDM)

MPS agrees to:

1. Hire a designated TCIS Student Support Site Coordinator(s) for Mustang North Middle School for the 2024-2025 school year duration of this MOU.
2. Support a joint school and district level support team that participates in monthly update meetings and quarterly program check-ins with all invested partners.
3. Actively promote engagement in TCIS activities and programmatic services for Mustang North Middle School and the MPS Office of Indian Education.
4. Facilitate community relationships for NIEA staff and provide access to district and school facilities for training and site visits.

Terms of Understanding

The term of this MOU is for a period of one year from the effective date of this MOU and may be extended upon written mutual agreement. It shall be reviewed and updated annually to ensure that it is fulfilling its purpose and to make any necessary revisions.

Either organization may terminate this MOU upon ninety days written notice without penalties or liabilities.

Liability and Indemnification

NIEA and MPS are each a separate legal entity; neither is an agent of the other; neither may legally bind the other; neither assumes any legal obligation on behalf of the other except via indemnification. NIEA and MPS each indemnify and hold harmless the other against all claims arising in any way against NIEA or MPS based on the activities, or failure to act, of the other.

National Indian
Education Association

Amendments and Applicable Law

This MOU may be amended only by written approval of both the NIEA and MPS. This MOU is governed by the laws of the District of Columbia.

Non-Binding.

This MOU is not intended to be a legally binding document, but rather a joint commitment to achieve the goals announced herein, in accordance with the various action items identified above.

May 22, 2024

Rusty Creed Brown — Date
Deputy Director
National Indian Education Association

Dr. Robert Rader — Date
School Board President
Mustang Public Schools

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Kirk Wilson, Executive Director of Communications

Date: 4/4/24

Contract Vendor: Active Internet Technologies (FinalSite) **Time Frame:** 2024-25 School Year

Amount: $ 25,850.00 **Fund:** 11 **Project:** 012

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Website Services
-Content Management System (CMS)
-Hosting
-Training/Support
-Other associated services

DocuSign Envelope ID: 31E41D8B-143D-42CE-9607-5BD819DCCA4E

FINALSITE

Customer: Mustang Public Schools
Created By: Joshua Sauer
New Contract
3/2/2022
Proposal Valid for 30 days

FINALSITE ORDER

This Finalsite Order (the "**Order**") is entered into by and between Active Internet Technologies, dba Finalsite ("**Finalsite**") and Mustang Public Schools ("Customer") and sets forth the terms of Customer's use of the products and services set forth below ("**Pricing Summary**"). This Order, together with the Master Terms and Conditions for Services (the "**Master Terms**") located at http://www.finalsite.com/agreements and incorporated herein by this reference, form the entire agreement between the parties in respect of the products and services set forth below. Each of the individuals executing this Order represent and warrant that he or she is authorized to execute this Order on behalf of Customer or Finalsite, as applicable. Unless otherwise specified herein, any capitalized terms used in this Order shall have the meaning defined in the Master Terms. The "**Effective Date**" of this Order is the date on which both parties have signed this Order as reflected in the signature lines below.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt of which are hereby acknowledged, the parties hereby agree as follows:

A. Pricing Summary

Creative and Deployment Services Package
Recurring Theme The Statement of Work ('SOW') for this Creative Services Package can be reviewed here https://www.finalsite.com/sowrt

Composer CMS Platform
Communications Core Platform - Districts View a detailed description of what's included in your software package here http://www.finalsite.com/dcc

Products Included in Communications Core Platform - Districts	
Admins with ticketing rights (17)	HTTPS Implementation
Bandwidth (20 GB)	LDAP/Google Authentication (Network SSO)
Basic Site Search	Live Webinar Training
Basic Support with integrated ticketing	Mobile-Friendly, Responsive Design
Blog, News and Subscriptions with Finalsite Posts (68 boards pooled)	Website cloud storage (200 GB)
Data Imports through Finalsite Support (4/year)	Page-Based Notifications (Page Pops)
Digital Asset Management & Document Library with Resources	Searchable Knowledge Base and Video Access
District Site and 16 Additional Sites	Site Editors (51)
FERPA-compliant Hosting, Security and Integrated CDN	Social Media Feeds (17)
Finalsite Composer Content Management System	Tiered Permissions and User Management
Faculty/Staff Directory & Role	Unlimited Calendars (Incl. Integration)
Finalsite Payments by BlueSnap	Unlimited Published Pages
Forms Manager (85 forms pooled)	

Additional Products or Services Purchased:

Creative and Deployment Services	
Content Migration	

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FINALSITE

Customer: Mustang Public Schools
Created By: Joshua Sauer
New Contract
3/2/2022
Proposal Valid for 30 days

Data Integration	
Integration: GG4L	LDAPS/Active Directory Integration

Modules	
Advanced Search	Feeds - Standard
iOS/Android App	

FINALSITE

Customer: Mustang Public Schools
Created By: Joshua Sauer
New Contract
3/2/2022
Proposal Valid for 30 days

Special Provisions:

1. An August 1, 2022 website and iOS/Android go-live date can be achieved if a contract is signed by March 31, 2022.
2. The Content migration service listed includes 750 pages from the Customer's current site to the Customer's new district and additional sites. Content migration includes text, images, and links.
3. The recurring theme allows for one (1) theme refresh within years 2-5 of the agreement.
4. The agreement is for five (5), one-year terms. The Client shall have the right to renew this Agreement, yearly, for up to four successive one-year terms beginning after Year 1, by giving notice to Finalsite no later than 90 days prior to the end of the then-current one-year term.
5. The integration products listed shall be used to pull staff/faculty data into the staff directory, and for portal use, if desired.
6. Confidentiality: To the extent that the Oklahoma Open Records Act conflicts with the confidentiality terms contained in the Master Terms and Conditions, the Client's compliance with the Oklahoma Open Records Act shall not violate any of its obligations under this agreement.
7. Client Indemnity Obligations: None of the provisions of the Master Terms and Conditions that purport to require either party to indemnify or hold harmless the other party shall apply to this Agreement.
8. Venue and Applicable Law: This Agreement shall be governed, construed, and interpreted in accordance with the laws of the State of Oklahoma, excluding conflict of law principles. Any disputes arising out of this Agreement or the breach thereof shall be resolved by binding arbitration in Oklahoma City, Oklahoma in accordance with the Commercial Arbitration Rules of the American Arbitration Association, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.

Services: Initial Term and Fees:

The initial term of this Order is for the (5) year period beginning from the Effective Date, unless otherwise outlined in the schedule below (the "Initial Term").

Fees for the Initial Term for the Services specified in the table above are set forth below:

Total Setup Cost (USD)
$9,000

Schedule	Amount
Period 1 - Jul 01 2022	$ 25,850
Period 2 - Jul 01 2023	$ 25,850
Period 3 - Jul 01 2024	$ 25,850
Period 4 - Jul 01 2025	$ 25,850
Period 5 - Jul 01 2026	$ 25,850

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FINALSITE

Customer: Mustang Public Schools
Created By: Joshua Sauer
New Contract
3/2/2022
Proposal Valid for 30 days

B. Payment Terms

1. All fees for the initial year of this Order shall be due as follows: (i) Set Up fees shall be invoiced on the Effective Date of this Order and shall be due and payable upon receipt of invoice; (ii) fees for Year 1 (described in the fee table above) shall be invoiced on the Effective Date of this Order or the first day of Year 1, whichever is later, and shall be due and payable upon receipt of invoice; (iii) fees for each subsequent Year of the Initial Term, and for each Renewal Term, shall be invoiced on the commencement of such Year or Renewal Term (as applicable) and shall be due and payable upon receipt of invoice. Fees for any other Services, and for reimbursable expenses, shall be invoiced in accordance with the Master Terms or this Order and shall be due and payable upon receipt of invoice.
2. Unless otherwise specified in the Special Provisions above, this Order Form shall be renewed automatically for successive periods of (5) years (each a "Renewal Term") after the expiration of the Initial Term and any subsequent Renewal Term, unless Client provides AIT, or AIT provides Client, with a written notice to the contrary thirty (30) days prior to the end of the Initial Term or Renewal Term, as applicable.
3. Unless otherwise specified, all dollars ($) are United States currency.
4. Sales/VAT Tax: If applicable, a copy of Customer's Sales/VAT Tax Direct Pay Certificate or its Sales/VAT Tax Exemption Certificate must be returned with this Order Form. Otherwise, Finalsite will invoice Customer for applicable sales, use and other transactional taxes due in connection with the Services or the fees due therefor.
5. Except as otherwise specified in this Order, fees are subject to increase in accordance with the applicable provisions of the Master Terms.

By signing below, Finalsite and Customer each agree to the terms and conditions of this Order and the Master Terms.

July 1, 2024 – June 30, 2025

Client Mustang Public Schools	Active Internet Technologies ("AIT")
Signature	Signature
Name (printed)	Name (printed) Jim Calabrese
Title (printed)	Title (printed) CFO
Date	Date

☐ As the Customer Contact, by initialing in this box, I agree on behalf of Customer that I have read the Statement of Work ('SOW') and understand the expected deliverables for Finalsite as well as for Customer's project team. I understand that the project timeline is a good faith estimate which is dependent on, among other factors, Customer's ability to meet respective Customer tasks and deadlines.

FINALSITE

Customer: Mustang Public Schools
Created By: Joshua Sauer
New Contract
3/2/2022
Proposal Valid for 30 days

B. Payment Terms

1. **All fees for the initial year of this Order shall be due as follows: (i) Set Up fees shall be invoiced on the Effective Date of this Order and shall be due and payable upon receipt of invoice; (ii) fees for Year 1 (described in the fee table above) shall be invoiced on the Effective Date of this Order or the first day of Year 1, whichever is later, and shall be due and payable upon receipt of invoice; (iii) fees for each subsequent Year of the Initial Term, and for each Renewal Term, shall be invoiced on the commencement of such Year or Renewal Term (as applicable) and shall be due and payable upon receipt of invoice. Fees for any other Services, and for reimbursable expenses, shall be invoiced in accordance with the Master Terms or this Order and shall be due and payable upon receipt of invoice.**
2. **Unless otherwise specified in the Special Provisions above, this Order Form shall be renewed automatically for successive periods of (5) years (each a "Renewal Term") after the expiration of the Initial Term and any subsequent Renewal Term, unless Client provides AIT, or AIT provides Client, with a written notice to the contrary thirty (30) days prior to the end of the Initial Term or Renewal Term, as applicable.**
3. **Unless otherwise specified, all dollars ($) are United States currency.**
4. **Sales/VAT Tax: If applicable, a copy of Customer's Sales/VAT Tax Direct Pay Certificate or its Sales/VAT Tax Exemption Certificate must be returned with this Order Form. Otherwise, Finalsite will invoice Customer for applicable sales, use and other transactional taxes due in connection with the Services or the fees due therefor.**
5. **Except as otherwise specified in this Order, fees are subject to increase in accordance with the applicable provisions of the Master Terms.**

By signing below, Finalsite and Customer each agree to the terms and conditions of this Order and the Master Terms.

Client Mustang Public Schools	**Active Internet Technologies ("AIT")**
Signature Todd Lovelace	**Signature** J2
Name (printed) Todd Lovelace	**Name (printed)** Jim Calabrese
Title (printed) President, Board of Education	**Title (printed)** CFO
Date 3-7-22	**Date** 3/8/2022

As the Customer Contact, by initialing in this box, I agree on behalf of Customer that I have read the Statement of Work ('SOW') and understand the expected deliverables for Finalsite as well as for Customer's project team. I understand that the project timeline is a good faith estimate which is dependent on, among other factors, Customer's ability to meet respective Customer tasks and deadlines.

FINALSITE

Customer: Mustang Public Schools
Created By: Joshua Sauer
New Contract
3/2/2022
Proposal Valid for 30 days

C. Client Contact Information

Please fill out the following information, which will be used by our deployment & accounting teams.

Billing Contact
Phone

Project Contact
Same as billing contact
Title
Phone
Email

*Executive Sponsor (Superintendent, Head of School, CFO, etc.)
Charles Bradley
Title
Superintendent
Email
Bradley Ch@mustangps.org

*The Executive Sponsor should be separate from the Project Contact and is typically the Superintendent, Head of School, Business Manager, CFO, etc.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Active Internet Technologies LLC.

2 Business name/disregarded entity name, if different from above

Finalsite

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

655 Winding Brook Drive

Requester's name and address (optional)

6 City, state, and ZIP code

Glastonbury, CT 06033

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

0	6	–	1	5	7	6	9	8	2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here | **Signature of U.S. person ▶** [signature] | **Date ▶** January 4, 2022

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

Memo

To: Supt. Charles Bradley and Mustang Public Schools Board of Education
From: Kirk Wilson, Director of Communications
Date: March 7, 2022
Re: Website Vendor

Please discuss, consider, and/or approve the contract with Finalsite as Mustang Public Schools' website vendor to replace current vendor eSchoolView/LINQ with a launch in August 2022.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Kirk Wilson, Executive Director of Communications

Date: 4/4/2024

Contract Vendor: AlwaysOn **Time Frame:** 2024-25 School Year

Amount: $ 3,000.00 **Fund:** 11 **Project:** 012

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Website Chatbot Software and associated services.

INVOICE

AlwaysOn, Inc.
4621 Perham Rd
Corona Del Mar, CA 92625

teddy@alwayson.ai
+1 (914) 548-2474

Mustang Public Schools

Bill to:
Mustang Public Schools
12400 SW 15th St
Yukon, OK 73099

Invoice details:
Invoice No.: 1045
Terms: Net 30
Invoice Date: 7/1/2024

	Product or service	Amount
1.	**AlwaysOn Software** AlwaysOn AI Chatbot + Software Platform: Single Chatbot License Term: July 1, 2024 - June 30, 2025 Discounts: N/A	$3,000.00

Total **$3,000.00**

Please make check payable to:
AlwaysOn, Inc.
4621 Perham Rd
Corona Del Mar, CA 92625

Notes:

Year 1 of 1
Annual Renewal Amount: $3,500

Date: April 4, 2024

AlwaysOn, Inc.
4621 Perham Rd
Corona Del Mar, CA 92625

Mustang Public Schools
12400 SW 15th St
Yukon, OK 73099

AlwaysOn, Inc.
Partnership Agreement Summary

This Agreement is made as of July 1, 2024 between AlwaysOn, Inc. and Mustang Public Schools, covering the services described in this agreement from the commencement of this Agreement through June 30, 2025. The agreement is for consecutive one-year terms. Mustang Public Schools shall have the right to renew this Agreement, yearly, beginning after Year 1, by giving notice to AlwaysOn, Inc. no later than 30 days prior to the end of the then-current one-year term. Services may be terminated by either party, provider, or client, with a notice of thirty (30) days. Payment is due to AlwaysOn, Inc. 30 days after the initiation or renewal of services. This Agreement supersedes and replaces any and all prior written and oral agreements between AlwaysOn, Inc. and Mustang Public Schools.

Addendum: AlwaysOn acknowledges that this multi-year pricing agreement provided to the District is subject to, on an annual basis, mutual ratification of renewal by the District's Board of Education and may be terminated in any subsequent year, at the end of the current fiscal year, without penalty to the District.

AlwaysOn, Inc. agrees to provide the following:

- Fully implemented chatbot(s), *where fully implemented means:*
  - Chatbot is set up and configured to specifications
  - Chatbot is deployed on the website
  - Analytics for each fully launched chatbot
- Full-time Customer Success Manager for training and consultation
- Product support, improvements, and updates

Mustang Public Schools agrees to provide the following:

- Executive department sponsor and dedicated project manager
- Access to website information and documentation
- Product feedback to be used in roadmap and planning
- Confirmed access points to embed chatbot

Data Ownership and Privacy Clause

- **Data Ownership:** All data, content, and information generated, input, or otherwise provided by the licensee in relation to the use of this chatbot software ("Chatbot Data") shall remain the sole and exclusive property of the licensee.
- **Data Privacy:** The chatbot software does not knowingly collect, store, or process personal information or data of the users engaging with the chatbot. It is designed to prioritize user privacy and aims to maintain the confidentiality of all user interactions.
- **Limitation of Liability:** In no event shall AlwaysOn, Inc. be responsible for any losses or damages, whether direct or indirect, arising from (a) the use or inability to use the chatbot software; (b) unauthorized access to or use of the chatbot software or the Chatbot Data; (c) any conduct or content of any third party on the software; or (d) any other matter relating to the software.

AlwaysOn Software License Agreement Terms & Conditions

1. Grant of License
In consideration of the mutual covenants and agreements contained herein, the Licensor hereby grants to the Licensee a non-exclusive, non-transferable, right to use the Software (as defined below) on the terms and conditions set forth herein.

2. Definitions
"Software" means the software program(s) identified in the Product Details (p.1) section and incorporated herein by reference.

3. Term and Termination
This Agreement shall commence on the Effective Date and shall continue for a period of one (1) year (the "Initial Term"). This Agreement shall renew for successive one-year terms (each a "Renewal Term") unless either party provides notice of termination to the other party at least thirty (30) days prior to the expiration of the then-current term.

4. Fees
The Licensee shall pay to the Licensor the fees set forth in the Pricing Summary (p.1) and incorporated herein by reference.

5. Restrictions on Use
The Licensee shall not: (a) copy, modify, or distribute the Software; (b) reverse engineer the Software; (c) rent, lease, or sublicense the Software; or (d) use the Software for any illegal or unauthorized purpose.

6. Limitation of Liability
In no event shall the Licensor be liable to the Licensee for any damages arising out of or in connection with this Agreement. Software is not intended to be an emergency notification system and/or real time notification system for emergency situations. Not all communications are reviewed and/or reported (either at all or in a timely manner). The aggregate liability of the Licensor under this Agreement shall not exceed the amount of fees paid by the Licensee under this Agreement.

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

8. Entire Agreement
This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written. The amendment is assumed to be in effect as of the original contract date, Effective Date, of the Pricing and Partnership Agreement.

9. Severability
If any provision of this Agreement is held to be invalid or unenforceable, such provision shall be struck from this Agreement and the remaining provisions shall remain in full force and effect.

10. Waiver
No waiver of any provision of this Agreement is effective unless in writing and signed by both parties.

Agreement Signatures

AlwaysOn, Inc.	Mustang Public Schools
	
_____	_____
Authorized Signature	Authorized Signature
Teddy Daiber	_____
Print Name	Print Name
April 4, 2024	_____
Date	Date

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Chris Tobler, Executive Director of Human Resources

Board Meeting Date: June 10, 2024

Contract Vendor: Barlow & Associates **Time Frame:** 2024-2025 School Year

Amount: $ 12,000.00 **Fund:** 11 **Project:** 014

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

District negotiation services for annual certified and support contract negotiations
Billed at $95 / hour.

CONTRACT

THIS AGREEMENT is made by and between Mustang Independent School District Number Sixty-nine of Canadian County, Oklahoma ("School District") and Louis Barlow of Barlow Education Management Services, LLC ("Barlow").

RECITALS:

A. The School District has recognized the Mustang Education Support Professionals (MESP) as the bargaining representative of the bargaining unit composed of the School District's support employees.

B. The School District desires to employ Barlow, and Barlow desires to be employed by the School District to serve as chief negotiator of the School District in contract negotiations with the MESP.

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

1. This Agreement shall commence on July 1, 2024 and expire upon the completion of negotiations regarding the 2024-2025 Negotiated Agreement.

2. The School District agrees to compensate Barlow for services rendered as the School District's chief negotiator at an initial engagement fee rate of Three Thousand Three Hundred Dollars ($3,300.00), plus Ninety-five Dollars ($95.00) for each hour worked and Fifty Dollars ($50.00) for each hour traveled. There shall be no hourly charges for the initial Board/Administrative planning sessions, telephone consultation throughout negotiations and the post negotiations Administrative/Board seminar.
   a. Upon presentation of a written statement, the School District shall compensate Barlow at the rate of One Thousand One Hundred Dollars ($1,100.00) for the first three (3) months of this Agreement. Hourly fees will be compensated upon a written statement on a monthly basis.

3. Barlow shall act as the School District's chief negotiator and perform all such duties as may be assigned by the Board and the Superintendent including but not limited to:
   a. Meetings and conference with the Board of Education, individual Board members, members of the administrative staff and School District legal counsel.
   b. Meetings and conferences with the members of the Board's negotiating teams.
   c. All sessions at which negotiations are conducted with the MESP.
   d. All meetings and conferences with members of the MESP' negotiation teams or its representatives.
   e. Meetings and conferences with mediators and fact finding representatives.

f. Research and preparation necessary to the negotiating process.

4. The School District agrees to provide direction to Barlow on all issues to be negotiated with the MESP and Barlow agrees to present to the MESP only those proposals and counter proposals that are consistent with the direction given by the Board of Education and Administration of the School District.

5. Barlow expenses incurred in performing the duties required by this Agreement shall be reimbursed upon presentation of a written statement on the following basis:
   a. Mileage shall be compensated at the current Internal Revenue Service rate.
   b. Meals consumed away from Barlow's office shall be reimbursed at the actual cost of such meal, not to exceed Fifteen Dollars ($15.00) per meal.
   c. Lodging expenses necessary in order to perform the work outlined herein will be reimbursed at the actual cost.
   d. Copying, duplicating, telephoning, postage and other normal and reasonable business expenses shall be reimbursed upon presentation of a statement setting forth such expenditures.

MUSTANG INDEPENDENT SCHOOL DISTRICT
NUMBER SIXTY-NINE OF CANADIAN COUNTY,
OKLAHOMA

BY:_____

BARLOW EDUCATION MANAGEMENT SERVICES, LLC

BY:_____

CONTRACT

THIS AGREEMENT is made by and between Mustang Independent School District Number Sixty-nine of Canadian County, Oklahoma ("School District") and Louis Barlow of Barlow Education Management Services, LLC ("Barlow").

RECITALS:

A. The School District has recognized the Mustang Education Association ("Association") as the bargaining representative of the bargaining unit composed of the School District's classroom teachers.

B. The School District desires to employ Barlow, and Barlow desires to be employed by the School District to serve as chief negotiator of the School District in contract negotiations with the Association.

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

1. This Agreement shall commence on July 1, 2024 and expire upon the completion of negotiations regarding the 2024-2025 Negotiated Agreement.

2. The School District agrees to compensate Barlow for services rendered as the School District's chief negotiator at an initial engagement fee rate of Five Thousand Five Hundred Dollars ($5,500.00), plus Ninety-five Dollars ($95.00) for each hour worked and Fifty Dollars ($50.00) for each hour traveled. There shall be no hourly charges for the initial Board/Administrative planning sessions, telephone consultation throughout negotiations and the post negotiations Administrative/Board seminar.
   a. Upon presentation of a written statement, the School District shall compensate Barlow at the rate of One Thousand One Hundred Dollars ($1,100.00) for the first five (5) months of this Agreement. Hourly fees will be compensated upon a written statement on a monthly basis.

3. Barlow shall act as the School District's chief negotiator and perform all such duties as may be assigned by the Board and the Superintendent including but not limited to:
   a. Meetings and conference with the Board of Education, individual Board members, members of the administrative staff and School District legal counsel.
   b. Meetings and conferences with the members of the Board's negotiating teams.
   c. All sessions at which negotiations are conducted with the Association.
   d. All meetings and conferences with members of the Association' negotiation teams or its representatives.

e. Meetings and conferences with mediators and fact finding representatives.

f. Research and preparation necessary to the negotiating process.

4. The School District agrees to provide direction to Barlow on all issues to be negotiated with the Association and Barlow agrees to present to the Association only those proposals and counter proposals that are consistent with the direction given by the Board of Education and Administration of the School District.

5. Barlow expenses incurred in performing the duties required by this Agreement shall be reimbursed upon presentation of a written statement on the following basis:
   a. Mileage shall be compensated at the current Internal Revenue Service rate.
   b. Meals consumed away from Barlow's office shall be reimbursed at the actual cost of such meal, not to exceed Fifteen Dollars ($15.00) per meal.
   c. Lodging expenses necessary in order to perform the work outlined herein will be reimbursed at the actual cost.
   d. Copying, duplicating, telephoning, postage and other normal and reasonable business expenses shall be reimbursed upon presentation of a statement setting forth such expenditures.

MUSTANG INDEPENDENT SCHOOL DISTRICT
NUMBER SIXTY-NINE OF CANADIAN COUNTY,
OKLAHOMA

BY:_____

BARLOW EDUCATION MANAGEMENT SERVICES, LLC

BY:_____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: Arbiter Sports **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 3,326.63 **Fund:** 11 **Project:** 014

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Payment service for referees and other athletic workers

DocuSign Envelope ID: 71CE020E-B8D6-4254-96C5-721DDB76CCBC

ArbiterSports

The Only One That's All In One

Subscription Order Form

Company Address	9815 S Monroe St, STE 204 Sandy, Utah 84070 United States	Quote Number	00676088
Created Date	4/17/2024	Contract Length	1 Year
Prepared By	Garrett Sadler	Start Date	7/1/2024
Email	garrett.sadler@arbitersports.com	End Date	6/30/2025
Billing Schedule	One-Time		

Customer Billing

Account Name	Mustang Public Schools	Primary Contact	Jeff Landes
Billing Contact	Jeff Landes	Primary Email	landesj@mustangps.org
Billing Email	landesj@mustangps.org	Primary Title	Chief Financial Officer
Billing Phone	(405) 850-9690	Primary Phone	(405) 850-9690
Billing Address	906 South Heights Drive Mustang, Oklahoma 73064 United States	Address	906 South Heights Drive Mustang, Oklahoma 73064 United States

Subscriptions & Services

Product	Quantity	Sales Price	Total Price
300- (YEAR 1) ArbiterPay Unlimited Pricing	1.00	$3,326.63	$3,326.63

Year 1

Year 1 Start Date	7/1/2024	Year 1 Total	$3,326.63
Year 1 End Date	6/30/2025	Year 1 Payment Due	7/31/2024

Contract Total

Subtotal	$3,326.63
Total Discount	$0.00
Grand Total	$3,326.63

ArbiterPay Purchases ONLY

The following only pertains to those purchasing ArbiterPay or ArbiterPay Unlimited.

Follow the below instructions to fund your ArbiterPay account. Please, DO NOT send checks, intended to fund your ArbiterPay account, directly to ArbiterSports. Failure to follow the below will result in your ArbiterPay Trust account not being funded and your ability to process payments will be unavailable.

DocuSign Envelope ID: 71CE020E-B8D6-4254-96C5-721DDB76CCBC

ArbiterSports

The Only One That's All In One

Where to send the check and completed deposit slip:

Via USPS:
Cache Valley Bank Trustee
FBO Arbiter Pay Deposits
PO Box 3224
Logan, UT 84323

Via Non-USPS carrier:
Cache Valley Bank Trustee
FBO Arbiter Pay Deposits
101 North Main
Logan, UT 84321

Terms & Conditions

Standard Conditions:

1. This Subscription Order Form is governed by ArbiterSports website's standard Terms and Conditions ("Terms and Conditions") https://www.arbitersports.com/terms-and-conditions/, if Customer is subscribing to ArbiterPay, by ArbiterSports' standard Payor Agreement for ArbiterPay Users (the "ArbiterPay Agreement") https://www.arbiterpay.com/s/Payor-Agreement-20210510.pdf (if applicable), each incorporated herein by reference.

2. In the event of any conflict or inconsistency between the Special Instructions or Standard Conditions of this Subscription Order Form and any provisions of the Terms and Conditions or the ArbiterPay Agreement, this Subscription Order Form shall govern and control.

3. Notwithstanding any provision of the Terms and Condition or the ArbiterPay Agreement, upon a material breach by ArbiterSports which is not cured within 30 days following receipt of written notice, Customer may terminate its subscription and receive the prorated amount paid by Customer for the applicable year.

4. The Terms and Conditions and the ArbiterPay Agreement (if applicable), together with this Subscription Order Form, represent the entire agreement between the parties and cannot be overridden by terms contained in any later received document unless the additional terms are accepted in writing by both parties.

5. All references to monetary values shall mean United States dollars and do not include any taxes that may apply.

6. CUSTOMER MUST PROVIDE ARBITERSPORTS WITH VALID AUTOMATED PAYMENT INFORMATION AS A CONDITION TO RECEIVE OR USE THE SERVICES. BY PROVIDING ARBITERSPORTS WITH AUTOMATED PAYMENT INFORMATION, CUSTOMER AUTHORIZES ARBITERSPORTS TO CHARGE CUSTOMER'S PAYMENT ACCOUNT FOR ANY AMOUNTS ARISING FROM OR RELATING TO THE ABOVE SERVICES WITHOUT FURTHER AUTHORIZATION FROM CUSTOMER. CUSTOMER IS RESPONSIBLE FOR AND AGREES TO UPDATE ARBITERSPORTS WITH ANY CHANGES TO CUSTOMER'S BILLING AND/OR AUTOMATED PAYMENT INFORMATION (E.G., NEW OR UPDATED CREDIT CARD, CREDIT CARD EXPIRATION DATE OR OTHER PAYMENT BANK ACCOUNT INFORMATION).

7. CUSTOMER AUTHORIZES ARBITERSPORTS TO CHARGE CUSTOMER'S ARBITERSPORTS ACCOUNT FOR ANY AMOUNTS ARISING FROM OR RELATING TO THE ABOVE SERVICES WITHOUT FURTHER AUTHORIZATION FROM CUSTOMER.

8. UNLESS CUSTOMER NOTIFIES ARBITERSPORTS IN WRITING (INCLUDING VIA THE ABOVE ARBITERSPORTS EMAIL ADDRESS) 10 DAYS PRIOR TO THE END OF CUSTOMER'S SUBSCRIPTION, CUSTOMER'S SUBSCRIPTION WILL AUTOMATICALLY RENEW FOR AN ADDITIONAL TERM EQUAL TO THE LENGTH OF THE ORIGINAL TERM (FOR EXAMPLE, A TWO-YEAR TERM WILL AUTOMATICALLY RENEW FOR AN ADDITIONAL TWO-YEAR TERM). IF ARBITERSPORTS INCREASES THE ANNUAL SUBSCRIPTION PRICE FOR ANY SERVICES, ARBITERSPORTS WILL NOTIFY CUSTOMER IN WRITING (INCLUDING VIA THE ABOVE CUSTOMER EMAIL ADDRESS) OF SUCH INCREASE AT LEAST 30 DAYS PRIOR TO THE END OF CUSTOMER'S SUBSCRIPTION. IN THE EVENT CUSTOMER DOES NOT TERMINATE, THE RENEWAL WILL BE AT THE INCREASED PRICES.

9. I hereby authorize ArbiterSports, LLC to initiate a withdrawal from my account within ArbiterPay to pay for services as indicated. I also authorize ArbiterSports, LLC to make deposits to this account in the event that an entry is made in error. I agree that no prior notification will be provided unless the date or amount changes, in which case you will receive notice at least 10 days prior to the payment being collected.

Customer to Complete:

Is a Purchase Order required for ArbiterSports to receive payment for the Services in this Subscription Order Form? Please fill in **YES** or **NO** here:

DocuSign Envelope ID: 71CE020E-B8D6-4254-96C5-721DDB76CCBC

ArbiterSports

The Only One That's All In One

Acknowledgment and Acceptance of Terms

By signing this Subscription Order Form, the individual signing on behalf of Customer is committing and confirming that they are authorized by Customer to execute this Subscription Order Form and to purchase the Service listed above.

Accepted By (Legal Entity):	**Accepted By (Legal Entity):** ArbiterSports, LLC
Signature:	**Signature:** DocuSigned by: John Hopkins CA64377CAC1D4C5...
Print Name:	**Print Name:** John Hopkins
Title:	**Title:** Chief Financial Officer (CFO)
Date:	**Date:** 4/18/2024

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: SylogistEd **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 60,501.84 **Fund:** 11 **Project:** 014

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

District business office management software including: Accounts payable, Payroll, Personnel, Treasurer, Activity Fund, Purchase Requisitions and Employee Document Management

Revised: 5/24/2023

Software Service Order Agreement

Term of Agreement: 2024-2025 Fiscal Year

Customer: MUSTANG PUBLIC SCHOOLS
Addr: 12400 S.W. 15TH STREET
YUKON OK 73099
October Membership: 13488

SYLOGISTED, INC.
Addr: 908 EAST 35TH STREET
SHAWNEE, OK 74804
Phone: (800)749-5691 **Email:** accounts@sylogist.com

Re-Occurring Fiscal Year Charges

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

Description	Total
Appropriated Funds	$22,390.08
Payroll - Usage Fee Included In Appropriated Funds	NA
Treasurer	$4,585.92
Activity Funds -Additional Contact(s): 1 - Amount: $250.00	$2,542.96
Personnel -Additional Contact(s): 2 - Amount: $500.00	$5,085.92
Purchase Requisition	$4,585.92
Fixed Assets	NA
Document Management	$21,311.04
Accounting Query Designer	NA
Total 2024-2025 Fiscal Year Charges:	$60,501.84

Terms and Conditions

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

Software as a Service

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

Portability and Accountability Act (HIPPA), the Health Information Technology for Economic and Clinical Health Act (HITECH Act), and any other law, statute, or ordinance.

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

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

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

7. Intellectual Property Rights.

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

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

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

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

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

9. Term; Termination.

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

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

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

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

(a) Acknowledgment. Customer hereby acknowledges that the Service (including any Documentation, source code, translations, compilations, partial copies, and derivative works used in connection with the Services) is provided using confidential and proprietary information belonging exclusively to SylogistEd, Inc. or its third-party licensor (as appropriate), and SylogistEd, Inc. hereby acknowledges that Customer Data contains confidential and proprietary information belonging exclusively to Customer or relating to its affairs (in each case, "Confidential & Proprietary Information"). Confidential & Proprietary Information does not include: (i) information already known or independently developed by Recipient outside the scope of this relationship by personnel not having access to any Confidential & Proprietary Information; (ii) information in the public domain through no wrongful act of Recipient, or (iii) information received by Recipient from a third-party who was free to disclose it.

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

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

11. Notices. Notices sent to either Party shall be effective when delivered in person or transmitted electronically, one (1) day after being sent by overnight

courier, two (2) days after being sent by first class mail postage prepaid to a physical address provided by the Customer, or five (5) days after being sent by email from SylogistEd, Inc. to the address in the Customer account. A copy of this Agreement and notices generated in good form shall be treated as "original" documents admissible into evidence unless a document's authenticity is genuinely placed in question.

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

Prepared By: Amanda Burnfield **Date Prepared:** 5/15/2024

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

Signature: _____ **Date Accepted:** _____

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: Clearwater Enterprises **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 80,000.00 **Fund:** 21 **Project:** 028

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Natural gas supplier.

Clearwater
ENTERPRISES
5637 N. Classen Blvd. ▪ Oklahoma City, OK 73118
(405) 842-9200 ▪ (405) 842-9213 Fax

Via Email: landesj@mustangps.org
If no email, Via Fax: 405-256-6942

April 1, 2024

Mustang Public School
Attn: Jeff Landes

Re: Amendment to Gas Sales Agreement (Contract #20087)

Thank you for choosing Clearwater Enterprises, L.L.C. as your natural gas supplier. We would like to renew our services and offer you an Amendment to extend the term of your Agreement. In lieu of your contract automatically extending per the existing Exhibit A-2, we would like to offer an extension through June 30, 2025. This letter shall serve as the required forty-five (45) day notice that we will not extend the existing Exhibit A-2 past June 30, 2024.

Enclosed is one (1) unexecuted original of the above referenced Amendment which covers July 1, 2024 through June 30, 2025. Should you require duplicate originals to be sent via mail, please let me know and I will send originals to you.

Please return one partially executed original to the undersigned by June 30, 2024. Once fully executed, we will provide you with a copy for your files. If we do not receive a signed Amendment by June 30, 2024, we will operate under the provisions of the attached Amendment as of July 1, 2024.

We appreciate this opportunity to do business with you. If you have any questions, please contact me at (405) 842-9200 x201.

Sincerely,

Regina Fort

Regina Fort
Vice President of Retail Sales
rfort@cwegas.com

AMENDMENT

This Amendment is made and entered into as of July 1, 2024 by and between **Clearwater Enterprises, L.L.C.** ("Seller") and **Mustang Public School** ("Buyer").

WITNESSETH:

WHEREAS, Seller and Buyer made and entered into that certain Gas Sales Agreement dated July 1, 2020 (the "Agreement"), Contract #20087; and

WHEREAS, Seller and Buyer wish to amend the Agreement in the manner specified below;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements herein provided, the Parties hereby agree to amend the Agreement in the following respects only:

- Exhibit A-2 is hereby replaced in its entirety and the attached Exhibit A-3 is substituted therefore. All references in the Agreement to Exhibit A-2 shall be amended to reference Exhibit A-3.

- Schedule 3 is hereby replaced in its entirety and the attached Schedule 4 is substituted therefore. All references in the Agreement to Schedule 3 shall be amended to reference Schedule 4.

This Amendment is effective July 1, 2024. Except as expressly amended hereby, all terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

As evidence of the Parties' agreement to the terms and conditions set forth above, this Amendment is hereby executed by an authorized representative of each Party on the dates shown below.

Seller **Clearwater Enterprises, L.L.C.**		**Buyer** **Mustang Public School**	
By:		By:	
Name:	Maria Olivares	Name:	
Title:	Vice President - Commodity Operations and Contracts	Title:	
Date:		Date:	

SIGN HERE

EXHIBIT A-3
TRANSACTION CONFIRMATION

Clearwater Enterprises, L.L.C. ("Seller") and **Mustang Public School** ("Buyer") agree to the purchase and sale of natural gas pursuant to this Transaction Confirmation and the general terms and conditions contained in the Gas Sales Agreement dated July 1, 2020 between Buyer and Seller ("Agreement"):

Term: July 1, 2024 through June 30, 2025 and automatically renewed year to year thereafter unless either Party notifies the other Party in writing at least forty-five (45) days prior to the expiration of the stated term or the then current renewal period that this Transaction Confirmation shall not be renewed, subject to early termination under Sections 11 and 20 of the Agreement.

Facility: As listed on Schedule 4 attached hereto

Quantity: Full Facility Requirements, the monthly quantity of which is estimated on Schedule 4 attached hereto.

Nature of Quantity Obligation: Firm

Price: For all gas delivered by Seller the price Buyer shall pay Seller shall be calculated by adding $0.13/MMBtu to Seller's cost. Buyer shall have the option to fix a price for a quantity of gas throughout the term of this Transaction Confirmation at a price which is mutually agreeable to the Parties hereto.

Delivery Point/Point(s) of Sale: Oklahoma Natural Gas Company distribution system receipt point for delivery to the Facility listed above.

Local Distribution Company: Oklahoma Natural Gas Company

EVIDENCE OF AGREEMENT: This Transaction Confirmation documents an oral agreement previously reached by representatives of the Parties. Therefore, although Clearwater Enterprises, L.L.C. would prefer that this Transaction Confirmation be signed and returned by facsimile transmission, or that written confirmation of this Transaction Confirmation be provided in some other manner, this Transaction Confirmation will be deemed accepted if Clearwater Enterprises, L.L.C. receives no objections within two (2) business days of Clearwater's execution date shown below.

Seller **Clearwater Enterprises, L.L.C.**	**Buyer** **Mustang Public School**
By: _____	By: _____
Name: Maria Olivares	Name: _____
Title: Vice President - Commodity Operations and Contracts	Title: _____
Date: _____	Date: _____

SIGN HERE

SCHEDULE 4 to TRANSACTION CONFIRMATION

Facility Listing and Estimated Monthly Usage

Facility(ies)

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
4017	OGT-OKC	MUSTANG PS MUSTANG ELEMENTARY	211309033	400 S Mustang Rd; Mustang, OK 73064-3417

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
432	440	230	101	63	29	19	24	28	79	198	295	1938

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
4018	OGT-OKC	MUSTANG PS NORTH MIDDLE SCHOOL	211309119	10901 SW 15th St; Yukon, OK 73099-7525

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
739	657	313	118	46	28	25	35	28	67	335	573	2964

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
4019	OGT-OKC	MUSTANG PS VALLEY ELEMENTARY	211309161	9900 SW 29th St; Yukon, OK 73099

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
372	377	167	51	17	8	7	9	9	35	138	252	1442

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
4020	OGT-OKC	MUSTANG PS CREEK ELEMENTARY	210357499	10821 SW 15th St; Mustang, OK 73064

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
468	449	232	76	23	12	16	16	18	41	176	374	1901

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
4021	OGT-OKC	MUSTANG PS LAKEHOME ELEMENTARY	211304259	224 S Clear Springs Rd; Mustang, OK 73064-1110

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
288	246	166	137	80	14	9	17	69	193	180	196	1595

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
4023	OGT-OKC	MUSTANG PS HORIZON INTERMEDIATE SCHOOL	210305459	430 W Forster Dr; Mustang, OK 73064

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
385	394	199	84	48	19	15	28	27	67	178	288	1732

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
5366	OGT-OKC	MUSTANG PS TRAILS ELEMENTARY	211353440	12025 15th; Mustang, OK 73099

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
314	342	129	102	101	17	6	18	30	87	228	262	1636

ONG Contract #	Current ONG Regional Receipt Location	Account Name	ONG Account #	Address
5825	OGT-OKC	MUSTANG PS CENTENNIAL ELEMENTARY	210203510	700 S Czech Hall Rd; Mustang, OK 73064-2613

Estimated Monthly Usage (MMBtus)

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
218	191	58	9	3	0	1	2	3	5	68	177	735

SCHEDULE 4 to TRANSACTION CONFIRMATION

Facility Listing and Estimated Monthly Usage

Facility(ies)														
ONG Contract #	**Current ONG Regional Receipt Location**	**Account Name**				**ONG Account #**			**Address**					
Estimated Monthly Usage (MMBtus)														
7698	OGT-OKC	MUSTANG PS W BLDG				213079565			801 S Snyder Drive # W Bldg; Mustang, OK 73064					
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		755	688	276	121	98	186	91	46	68	303	345	483	3460
8317	OGT-OKC	MUSTANG SCHOOLS GYM/WR				213202963			801 S Snyder Drive #Gym/Wrestling Bldg; Mustang, OK 73064					
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Volume
		316	309	177	37	0	0	0	0	0	12	180	299	1330

Estimated Monthly Usage is for informational purposes and based on historical consumption as represented by Buyer's Local Distribution Company or upon information supplied by Buyer.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: Imperial Vending **Time Frame:** July 1, 2024 - June 30, 2025

Amount: $ 0.00 **Fund:** _____ **Project:** _____

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

District wide Vending Machine contract, no cost to district, proceeds deposited in site activity accounts

IMPERIAL
VENDING ★ FOODSERVICE ★ COFFEE
NAMA National Operator of the Year

Vending Service Agreement

This Agreement is made this 8th day of May 2024 by and between Mustang Public Schools, 909 South Mustang Road, Mustang, OK 73064 and Imperial, LLC., 2020 N. Mingo, Tulsa, OK 74116.

1. The Client agrees to allow Imperial to provide vending machines upon Client's business premises subject to the terms and conditions of this agreement.

2. Imperial shall be responsible for installing and maintaining vending equipment which reasonably meets the location's needs.

3. Client grants Imperial the exclusive rights to provide snack products as limited to vending services. Imperial will provide merchandise through its vending machines that is reasonably priced and offered in reasonably sized portions. Any change in the wholesale price may result in a change in the selling price. Vending Prices and Products will be determined by Imperial as agreed upon by Client.

4. Imperial will maintain workers compensation insurance, general liability insurance and vehicle insurance at all times. Certificates available on request.

5. Imperial agrees to obtain and display all applicable Federal, State and local licenses.

6. Imperial's personnel will at all times be dressed in clean, neat uniforms and will observe all regulations in effect of premises.

7. Either party may terminate this agreement with cause upon (30) days written notice to the other party.

8. The term of this agreement is from July 1, 2024, through June 30, 2025.

9. Client agrees to notify Imperial of any alteration that will affect any of the areas where services are performed. Alterations may include increased workflow, labor hours, holiday employment or special functions.

10. Should the Client feel that Imperial failed to provide proposed service levels, Client will notify Imperial in writing of failure to supply service. Service failures will be limited to equipment or service levels. If within thirty (30) days of the notice of service failure the problem has not been corrected, the Client may cancel the agreement.

IMPERIAL
VENDING ★ FOODSERVICE ★ COFFEE
NAMA National Operator of the Year

11. Imperial will operate and maintain all vending machines and other equipment in a clean, sanitary condition in accordance with recognized standards for such machines and in accordance with all applicable laws and regulations.

12. This agreement will be made and construed in accordance with the Laws of the State of Oklahoma.

13. The Parties agree to negotiate the removal or relocation of underperforming machine(s). For the purpose of this Agreement, an underperforming machine shall be defined as a machine which has gross sales of less than $250.00 per month. Lounge and standard set machines may remain if commission is waived for months that they do not reach the $250 minimum.

14. The Parties agree to add additional vending machines without requiring an amendment to the Agreement.

Imperial, LLC.
2020 N. Mingo, Tulsa, OK 74116
(Imperial Representative)

Angela D. Robson

Mustang Public Schools
909 S Mustang Rd, Mustang, OK 73064
(Client Signee)

IMPERIAL
VENDING ★ FOODSERVICE ★ COFFEE
NAMA National Operator of the Year

[LOCATIONS]

Mustang N Middle School, 10901 SW 15th St, Mustang, OK 73064
Mustang Valley Elementary, 3001 Morgan Road, Mustang, OK 73064
Mustang Trails Elementary, 12025 SW 15th St, Mustang, OK 73064
Mustang Creek Elementary, 10821 SW 15th St, Mustang, OK 73064
Mustang Middle, 1145 S Heights Dr, Mustang OK 73064
Mustang High, 300 W Juniper Dr, Mustang OK 73064
Mustang Transport, 12400 SW 15th St, Yukon, OK 73099
Mustang Meadow Brook Intermediate Center, 12500 SW 15th St, Yukon, OK 73099
Mustang Riverwood Elementary, 11800 SW 44th St, Yukon, OK 73099
Mustang Central Middle School, 11820 SW 44th St, Yukon, OK 73099

IMPERIAL
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NAMA National Operator of the Year

[PRICING]

Healthy Set – Student Access:	
Chips	$1.50
Pastry	$1.75
Fundraiser Set – All Access:	
Chips	$1.50
Candy	$2.25
Pastry	$2.50
Standard Set – Teacher Lounge:	
Chips	$1.50
Candy	$2.25
Pastry	$2.50

Commission:
12% Healthy Set and Fundraiser Set*
0% Standard Set – Teacher Lounge

*Requires $250/month machine minimum

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Chris Tobler CT

Board Meeting Date: June 10, 2024

Contract Vendor: OSSBA Unemployment Services **Time Frame:** 2024-2025 Fiscal Year

Amount: $ 11,680.50 **Fund:** 11 **Project:** 014

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Chris Tobler
5-10-24

MANAGEMENT
EMPLOYMENT SERVICE AGREEMENT

This Service Agreement is made this 10th day of June, 2024, by and between Mustang Public Schools (hereafter, "School") and Oklahoma State School Boards Association Employment Services Program (hereafter, "OSSBA").

The Board of Education of the School has voted to join the OSSBA Employment Services Program for the 2024-2025 school year and agrees to pay OSSBA an administrative fee in the amount equal to $6.50 per employee.

Payment: During the term of this Service Agreement, ***at the beginning of each calendar quarter, OSSBA will issue an invoice*** to the School for an amount equal to a quarter of the total annual administrative fee. Upon receipt, the School shall pay the full amount invoiced. OSSBA records indicate 1797 school employees, for a total annual administrative fee of $11,680.50.

The administrative fee will be paid in exchange for employment related services provided by OSSBA, including but not limited to:

1) Providing complete legal representation by an Oklahoma licensed attorney in all aspects of the unemployment claims process before the Oklahoma Employment Security Commission (hereafter "OESC");
2) Auditing the payment of all unemployment claims to ensure the minimum is paid and any overpayments are recovered;
3) Providing quarterly reports of unemployment claims and amounts paid by the OESC to Claimants on the School's behalf;
4) Providing up-to-date Legislative and Administrative Law Updates to keep the School informed of changes that affect unemployment claims and costs; and
5) Providing opportunities for employment training and information.

Information Access: The School will grant to OSSBA Third Party Administrator (TPA) access rights to the School's EZ Tax Express Account administered by the Oklahoma Employment Security Commission (OESC) in order for OSSBA to appropriately administer School's unemployment claims and assist with financial accounting and quarterly contribution reporting. Further, the School agrees to provide OSSBA with access to other information systems administered by the OESC if access is deemed necessary to process unemployment claims on School's behalf.

Term of Agreement: This Service Agreement will be effective for the 2024-2025 fiscal year which ends on June 30, 2025. This Service Agreement may be renewed for a subsequent fiscal year by the Board of Education of the School taking such necessary action.

Revision or termination of Agreement: Either party may revise this Service Agreement with 60 days' written notice to the other party. If either party does not fulfill what it has agreed upon in the above terms, then termination may be made within 30 days' written notice to the other party.

Signed:



Shawn Hime
OSSBA Executive Director

04/25/2024

Date

School Board President or Designee
Mustang Public Schools 7112

Date

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: Lifetouch **Time Frame:** 2025-2026 School Year

Amount: _____ **Fund:** 60 **Project:** _____

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

These are blanket contracts that allow the sites to choose Lifetouch for their school photography services without per-site submission to the Board. The sites will start working on schedule commitments for the 25-26 school year in the fall of 2024. Approval at this time will allow the sites to set their schedules for the following year when they are ready to do so.[

Attached are the following documents:
Service Agreement for all sites except the high school
Service Agreement for the high school
Commission Schedule for all sites

Lifetouch

Service Agreement

Mustang Public Schools

Lifetouch ID: 270859
Account Representative Email: dallas.arnold@lifetouch.com

School Year(s): 2025-2026
Agreement Length: 1

Account Information

Mustang Public Schools
12400 SW 15th St.
Yukon, OK 73099

Main Phone: 405-376-2461
Enrollment: 9700
Grades: Pre-K - 8

Summary of Programs Provided

- [x] Fall Individuals
- [ ] Yearbook
- [x] Groups
- [ ] Commencements
- [x] Spring Individuals
- [ ] Prestige Seniors
- [ ] Dance
- [ ] Other/Misc
- [ ] Underclass Grads
- [ ] Sports
- [ ] Special Events

Program Type*	Start Date	End Date	Setup Time	Start Time	End Time	Est. Photo'd	Setup Location
Classroom Groups - Original							
Fall Individuals - Original							
Spring Individuals - Original							

*All dates are tentative and subject to change or TBD if blank.

Account Services

- [ ] Yearbook - Media CD/DMD
- [ ] Storefront
- [x] Lifetouch Portal

Storefront Contact:

Lifetouch Portal Contact: Margaret Brown

Parent Notify is a complimentary service included when parent/guardian email addresses are provided

Additional Details

Description	Incentive Details
Fall Individual	Eligible for up to 30% commission paid on net sales to end customers based upon % of students with purchases.
Group	Eligible for up to 20% commission paid on net sales to end customers based upon % of students with purchases.
Spring Individual	Eligible for up to 20% commission paid on net sales to end customers based upon % of students with purchases.

Contact information

Contact Name	Title	Phone	Email
Jeff Landes	Chief Financial Officer	405-376-2461	landesj@mustangps.org

Agreement Terms

The account noted above (referred to as "you") designates Shutterfly Lifetouch, LLC (referred to as "Lifetouch") as your exclusive professional photographer and authorizes Lifetouch to: (i) photograph all students and staff who participate in "Picture Day" or other photography events, and (ii) produce and deliver photographs and services for the programs identified above. You are solely responsible for obtaining staff and parent or guardian consent to, or opt out of: (i) participation in all events and activities, and (ii) inclusion in class photographs or yearbooks (if included in services). You will provide us with access to students and staff, and use of your facilities, property and information for the purpose of performing the services, including Picture Day or event administration, fulfillment and distribution of photographs and yearbooks to you, delivery of Picture Day or event notices, and providing parents or guardians of photographed students opportunities to purchase individual and class pictures and yearbooks(if included in services).Lifetouch may modify the terms of this agreement or terminate this agreement upon notice to you. You may terminate this agreement if Lifetouch notifies you of a material change. If you do not terminate this agreement within 30 days after you receive notice of a change to the terms, you will be deemed to have accepted the change. Lifetouch's liability for any breach is limited to the amount you paid for services. Lifetouch will not disclose confidential information provided by you or use or retain it for any purpose other than performing the services or other internal uses as allowed by law. Lifetouch agrees to comply with laws, regulations and governmental orders governing the privacy and security of personal information including, where applicable and without limitation, the Family Educational Rights in Privacy Act. Lifetouch is and remains the copyright owner of all photographic images created in connection with this agreement. If Lifetouch is obligated to provide photographic images to the you as part of the services provided under this agreement, Lifetouch hereby grants you a nonexclusive, irrevocable, royalty-free license to use such photographic images solely for your administrative and educational purposes.

Signatures

Dallas Arnold

Dallas Arnold

Sales Account Executive - School

Board Member

Mustang Board of Education

Lifetouch

Service Agreement

Mustang High School

Lifetouch ID: 54488
Account Representative Email: dallas.arnold@lifetouch.com

School Year(s): 2025-2026
Agreement Length: 1

Account Information

Mustang High School
801 S Snyder Dr
Mustang, OK 73064

Main Phone: 405-376-2404
Enrollment: 4000
Grades: 9 - 12

Summary of Programs Provided

- [x] Fall Individuals
- [ ] Yearbook
- [ ] Groups
- [ ] Commencements
- [ ] Spring Individuals
- [x] Prestige Seniors
- [ ] Dance
- [ ] Other/Misc
- [ ] Underclass Grads
- [ ] Sports
- [ ] Special Events

Program Type*	Start Date	End Date	Setup Time	Start Time	End Time	Est. Photo'd	Setup Location
Fall Individuals - Original							
Prestige Senior Portraits - Original							

*All dates are tentative and subject to change or TBD if blank.

Account Services

- [x] Yearbook - Media CD/DMD
- [ ] Storefront
- [ ] Lifetouch Portal

Storefront Contact:

Lifetouch Portal Contact:

Parent Notify is a complimentary service included when parent/guardian email addresses are provided

Other Services

Digital Media Download - Medium Res - Yearbook

Additional Details

Description	Incentive Details
Fall Individual	Eligible for up to 30% commission paid on net sales to end customers based upon % of students with purchases.

Contact information

Contact Name	Title	Phone	Email
Deana Silk	Teacher	405-376-2404	silkd@mustangps.org

Agreement Terms

The account noted above (referred to as "you") designates Shutterfly Lifetouch, LLC (referred to as "Lifetouch") as your exclusive professional photographer and authorizes Lifetouch to: (i) photograph all students and staff who participate in "Picture Day" or other photography events, and (ii) produce and deliver photographs and services for the programs identified above. You are solely responsible for obtaining staff and parent or guardian consent to, or opt out of: (i) participation in all events and activities, and (ii) inclusion in class photographs or yearbooks (if included in services). You will provide us with access to students and staff, and use of your facilities, property and information for the purpose of performing the services, including Picture Day or event administration, fulfillment and distribution of photographs and yearbooks to you, delivery of Picture Day or event notices, and providing parents or guardians of photographed students opportunities to purchase individual and class pictures and yearbooks(if included in services).Lifetouch may modify the terms of this agreement or terminate this agreement upon notice to you. You may terminate this agreement if Lifetouch notifies you of a material change. If you do not terminate this agreement within 30 days after you receive notice of a change to the terms, you will be deemed to have accepted the change. Lifetouch's liability for any breach is limited to the amount you paid for services. Lifetouch will not disclose confidential information provided by you or use or retain it for any purpose other than performing the services or other internal uses as allowed by law. Lifetouch agrees to comply with laws, regulations and governmental orders governing the privacy and security of personal information including, where applicable and without limitation, the Family Educational Rights in Privacy Act. Lifetouch is and remains the copyright owner of all photographic images created in connection with this agreement. If Lifetouch is obligated to provide photographic images to the you as part of the services provided under this agreement, Lifetouch hereby grants you a nonexclusive, irrevocable, royalty-free license to use such photographic images solely for your administrative and educational purposes.

Signatures

Dallas Arnold

Dallas Arnold — Sales Account Executive - School

Deana Silk — Teacher

Lifetouch

School Year 2025 – 2026 Service Agreement Explanation Addendum

Nature of Agreement

The Service Agreement with Mustang Public Schools is a "Preferred Agreement" and is exclusive for each school site that selects to use Lifetouch as it's photography partner. This is not an exclusive agreement for the entire school district.

Commissions by School Site

Pre-K – 8:

- Fall Individuals – Eligible for up to 30%
- Spring Individuals - Eligible for up to 20%
- Classroom Groups – Eligible for up to 20%

HIgh School:

- Fall Individuals – Eligible for up to 30%

School Commissions Schedule

Commissions for individual school sites will be calculated *45 days* after original photography date. This calculation encompasses all purchases made online, at-camera, or through customer service. Commission checks are remitted to individual school sites with an anticipated delivery date of no more than 30 days after commission calculation.

Explanation of Commission Eligibility

See "Additional Details" on page 1 of Service Agreement.

A sales participation threshold must be met to receive full eligibility of commissions agreed upon for each school. Participation is calculated by dividing the number of students who placed a paid order by the number of students photographed. Staff are not included in this calculation. The participation threshold percentage for schools are as follows:

- High School – 25%
- Middle School – 40%
- Elementary School – 50%

If the sales participation threshold is not met, the commission calculated will be reduced to reflect sales participation. The reduction thresholds and corresponding commissions earned are in the following example:

- Elementary School
    - 40% Participation = 25% commissions paid
    - 30% Participation = 20 % commmissions paid
    - 20% Participation = 10% commisions paid
    - Anything below 20% participation = no commissions paid

**All participating Mustang Public School sites have all exceeded sales participation threshold to earn maximum commissions in the past years. **

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: Heartland School Solutions **Time Frame:** 2024 - 2025 School Year

Amount: $ 1,799.00 **Fund:** 60 **Project:** 901

New Contract: ☑ **Renewal Contract:** ☐ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Enhancement to our current contract with Heartland School Solutions (MySchoolBucks) to allow an expansion of our district online store and allow sites to more easily sell products online.

Heartland

Heartland School Solutions
765 Jefferson Road Suite #400
Rochester, NY 14623
Phone:
Email: joy.knutsonczarnik@e-hps.com

Account: Mustang Public Schools
HSS ID: 6878264-112030
Date: 5/24/2024
Contact: Jeff Landes
Sales Rep: Joy Knutson Czarnik
Quote: Q-20163

Valid for 30 days from the date of this quote. It is provided for informational and/or budgetary purposes only.

Product Code	Professional Services	Quantity	Price	Total
HSS1426A	PSV:MySchoolBucks Training Fee	1	$ 599.00	$ 599.00
HSS1426B	PSV:MySchoolBucks Setup Fee	1	$ 1,200.00	$ 1,200.00
			Professional Services Total	$1,799.00
			Total:	**$1,799.00**
			Grand Total:	**$1,799.00**

Terms and Conditions
- Standard hardware product lead time is 2 weeks.
- Lead time is subject to change without notice based on product availability.
- If applicable, lead time updates will be provided.
- Prices are subject to change without notice.

Agreement between said Account and Heartland School Solutions
1. Upon agreement to proceed, Heartland School Solutions requests said Account provide an original Purchase Order and signed proposal for the purchase of the products and/or services described in this proposal.
2. The Purchase Order must include both a Bill to address and Ship to address. When a valid Purchase Order is provided, there is no requirement to fill out the Address and Contact information below.
3. In lieu of a Purchase Order, this signed document may serve as the confirmation that said Account has committed the necessary funds for the purchase of the products and/or services described in this proposal.
4. In lieu of a Purchase Order, Address and Contact information must be provided below.
5. When applicable, provide a current Tax Exempt Certificate for our files, otherwise sales tax will be included on your invoice.
6. When applicable, shipping charges will be included on your invoice.
7. Your signature on this proposal confirms you understand the agreement.

This Proposal is subject to written acceptance by an authorized Purchaser and Heartland School Solutions. By signing this proposal you are agreeing to the terms and conditions set forth in this Proposal and the agreement(s) included with this Proposal or attached hereto and made a part hereof.

Signature _____ **Date** _____

Print Name _____ **Title** _____

Purchase Order # _____

If no valid Purchase Order is provided, the following Account Address and Contact Information are Required.

Bill to Account Address and Contact Information

Name _____

Phone _____

Email _____

Address _____

City _____

State _____

Zip Code _____
If possible please include +4 digits

Ship to Account Address and Contact Information (Ship to Address must not be a PO Box)

Name _____

Phone _____

Email _____

Address _____

City _____

State _____

Zip Code _____
If possible please include +4 digits

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Shawna Carter, Principal, Lakehoma Elementary SC

From: Brandy Wauters, Media, Lakehoma Elementary BW

Board Meeting Date: June 10, 2024

Contract Vendor: D & P Books **Time Frame:** October 1 - 7, 2024

Amount: $ 3,000.00 **Fund:** 60 **Project:** 927

New Contract: ☑ **Renewal Contract:** ☐ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Grades PreK - 4
School Wide Book Fair

D&P BOOKS

CONTRACT

Lakehoma Elementary (Oct. 1-7, 2024)
Mustang, Oklahoma

OUR PROMISE TO YOU...

Doodle and Peck Books wants your book fair to be a huge success!

We promise to bring quality merchandise that is age-appropriate for your students, as well as bringing items for parents and teachers.

We promise to act in a professional manner toward students, teachers, and staff.

We promise to cooperate fully with your staff and volunteers.

We promise to share our love of books and reading with your organization!

MARLA JONES, OWNER

PHONE:
(405) 354-7422

WEBSITE:
Doodleandpeck.com

EMAIL:
mjones@doodleandpeck.com
iluvrocksmj@yahoo.com

D & P BOOKS WILL:

- Set up books and merchandise for the event.
- Collect money (and order forms) from students and/or teachers,
- Provide receipts for those purchases,
- Provide your organization with a detailed report of all purchases (see sample report),
- Issue a check to your organization for 20% of the total proceeds (see addendum)
- Give your organization a 25% discount on books purchased after the event with monies earned during the event.
- Remove all merchandise and clean up the area used before leaving the premises.

WE ASK YOUR ORGANIZATION TO:

- Promote the event extensively through emails, flyers, social media, etc.
- Be vigilant to protect books and merchandise when materials remain in the building after hours,
- Be patient and cooperative with our authors, illustrators, and workers.

Marla Jones
Signature

Brady Wantess
person responsible to work with D&P
signature 4/19/23

school board member
signature

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jandra Honeman. Principal

Board Meeting Date: June 10, 2024

Contract Vendor: Lokal Oklahoma Yearbooks **Time Frame:** 2024-2025

Amount: $ 8,500.00 **Fund:** 60 **Project:** 940

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Yearbook Contract 2024-2025 for Prairie View Elementary.

LOKAL OKLAHOMA

YEARBOOKS

Melissa Thompson · 405-443-1948 · lokaloklahomayearbooks@gmail.com

Yearbook Contract 2024-2025

Prairie View Elementary

12400 SW 15th St.
Yukon, OK 73099

Yearbook Specifications

- ☑ Approx.number of books - **400**
- ☑ Approx number of pages - **64**
- ☑ Desired arrival of books - **05/01/25**

Yearbook Binding Choice

- ☑ Value Hard Cover
- ☑ Board Thickness 90 pt
- ☑ Paper Weight 80 lb Luxegloss

PRICING

Based on contract specifications, price per book will be as follows
64 pages/400 books - $20.14 per book*

Changes may be made up until submission date but could result in price increase/decrease.

Signature of authorized signer

Melissa Thompson
Owner/Rep for Lokal Oklahoma Yearbooks

Date

I want you to have your books on time. Your desired delivery date dictates your deadline. Missing spec, cover or page submission deadlines will result in the book being removed from its production window and scheduled for a future window, regardless of published, standard or agreed-to turn around times. There will be no considerations of a shortened turn-time based on missed deadlines. I urge you to take a proactive approach to make sure you submit by the page submission deadlines. Priority is given to early and on time submissions. Deadlines matter.

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Christy Bradley, MNMS Principal CB

Board Meeting Date: June 10, 2024

Contract Vendor: Shutterfly Lifetouch, LLC **Time Frame:** 2024-2025

Amount: $7127.68 **Fund:** 60 **Project:** 931

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

Mustang North Middle School yearbook production for the 24-25 school year.

Lifetouch

2024-2025 Yearbook Sales Agreement

Agreement Valid Through: *2024-2025*

Account: Mustang North Middle School	**LID #:** 100240	**Phone #:** 405-324-2236
Address: 10901 SW 15th St, Yukon, Oklahoma, 73099		**Enrollment:** 825
Adviser Name: Blake Burch	**Adviser Email:** burchb@mustangps.org	**Adviser Phone:** 405-324-2236
Ship Yearbooks To: Account	**Send Invoice To**: Account	

Yearbook Specification

Size: 8 **Number of Pages**: 60 **Number of Copies**: 301 **Photographed By Lifetouch**: Yes

	School	Consumer
Yearbook Pricing Per Copy	$ 23.68	$ 35.00

Yearbook Dates

Requested Arrival Date:05/02/25	**Website Activation Date**:06/27/24	**YB Pay Type**: Direct - Cash, Check and Online
YB Pay Activation Date:07/30/24	**Cover Deadline**:02/03/25	
Final Page Deadline:03/31/25	**Final Quantity Deadline**:03/31/25	

Cover and page deadlines will vary based on what enhancements are applied and based on the number of pages within your book. Exact deadline dates will be reflected on the Lifetouch Yearbook website dashboard upon enrollment.

Cover and Binding Type

	School	Consumer
Cover Type: Hard Cover Size 8	$ 0.00	$ 0.00
Binding Type: Smythe Sewing	$ 0.00	$ 0.00
Cover Design: Original Cover	$ 0.00	$ 0.00
Cover Material: Paper	$ 0.00	$ 0.00
Cover Lamination: Gloss	$ 0.00	$ 0.00
Binder Board: 120 pt	$ 0.00	$ 0.00
Foil Icons: Debossed Foil Icons	$ 1.65	$ 4.00
Endsheet Type: 1-Color Original Design Endsheet SFB	$ 0.00	$ 0.00
Endsheet Paper: White Matte Paper 100#	$ 0.00	$ 0.00

Cover Personalization

	School	Consumer
Personalization: Debossed Foil Names 1Line(Diff Qty)	$ 4.00	$ 6.00

Consumer Enhancements

	School	Consumer
Zoom: US Zoom (Taped Diff Qty)	$ 1.75	$ 3.00
Autographed Inserts: 4 Page Autograph Insert (Taped Diff Qty)	$ 0.65	$ 2.00

Shipping and Handling

		Price
Shipping & Handling Model	Fixed per Book	$ 0.40
***Estimated School Total w Ship & Handling**		$ 7248.08
Per Copy (Including Shipping & Handling)		$ 24.08
Deposit Rate		50 %

* School Price excludes any applicable taxes. Lifetouch will apply all applicable transaction taxes on the final invoice. If tax exempt, please supply official documentation. Changes to the estimated total will be documented for approval prior to finalization.

Signatures

The School, by its authorized representative, designates Shutterfly Lifetouch, LLC (Lifetouch) as the School's yearbook publisher for the Agreement years and authorizes and directs Lifetouch to print the materials as specified during the terms of this Agreement. This Agreement is subjected to the terms and conditions in this document.

Lifetouch Representative (Signature) **Lifetouch Representative** **Date**

Beth Bidne

Beth Bidne

5/23/2024

Email Address: bbidne@lifetouch.com

Authorized School Representative (Signature)

Authorized School Representative

Date

Christy Bradley

Terms of Publication Agreement

THIS PUBLICATION AGREEMENT includes the Terms on the front and back of this form and cannot be changed except in writing, signed by the School and Shutterfly Lifetouch, LLC. ("Lifetouch")

LIFETOUCH will provide materials in the form of yearbook kits, layouts, envelopes, instructions and a production schedule for the programs selected to enable the School to prepare its yearbook for printing. The School agrees to prepare and submit all materials, including photographs, graphics and clip art in accordance with the instructions and deadline schedules.

INTERNET-BASED APPLICATION: Some of the Lifetouch products and services are provided through an Internet-based application ("Application"). By selecting an Application, the School authorizes Lifetouch to transmit information, including images, to and from the School and Lifetouch, its affiliated companies, their employees, agents and representatives. The School agrees to comply with the security features of the Application and to protect and control access to the Application, including without limitation, user access credentials.

EMAIL COMMUNICATIONS: Many yearbook communications between Lifetouch and the School will be by email. The Yearbook Adviser email address designated on the front of this Agreement, or such other email address as provided by the School, will be an agreed communication address and communication method. The School agrees to regularly monitor and keep secure the email address and advise Lifetouch promptly of any changes.

PHOTOGRAPHS AND GRAPHICS: Lifetouch reserves the right to crop photographs, graphics, clip art and other materials as deemed necessary by Lifetouch and is not liable for their loss or damage. Lifetouch will make a reasonable effort to return original materials but does not guarantee their return.

PROOFS: So that production will not be delayed, the School agrees to check proofs and return them in the envelope provided or approved via the Web site within 48 hours after receipt. Delay in returning proofs will delay delivery of the yearbooks.

DELIVERY: For on-time delivery, Lifetouch must receive the materials for the correct pages (including cover selection and final order quantity) on or before the deadline dates indicated on the front of this Agreement as may be updated via the Web site. Lifetouch is excused from meeting the requested ship date if pages are not in the plant by the specified deadline date. Handwork in the book or on the cover will require the final deadline to be one week earlier. Books will be shipped to the School.

ADDITIONAL CHARGE ITEMS: The School agrees to pay for artwork provided by Lifetouch, corrective work on School material and non-standard composition or layout. All artwork and custom design work provided by Lifetouch, including any embossing or debossing dies and designs developed at the School's expense, are provided to the School on a nonexclusive basis, and Lifetouch retains all copyrights therein. Charges will be discussed with a School Representative and appear on the final invoice.

END USER BOOK SALES: As a convenience to the School, Lifetouch may collect payments from end users (parents and students) on the school's behalf. In all cases, the Seller of the yearbook to end users is the School or associated School organization, not Lifetouch. Sales tax may or may not apply depending on applicable state and local laws. The School is soley responsible for collecting and remitting any taxes applicable to yearbook sales to end users.

PAYMENT PLAN: The School is the purchaser of the books. The School agrees to pre-sell all books. The School agrees to pay a minimum deposit per the Deposit Rate indicated in the Agreement Details above by the time final pages are submitted to Lifetouch's plant. A deposit notice will be sent at the later of on or about October 1 or 30 days after this Agreement has been signed. The deposit must be remitted to Shutterfly Lifetouch, LLC, Accounts Receivable, P.O. Box 46993, Eden Prairie, MN 55344-9728. A final invoice will be sent to the School approximately three days after book shipment. Full payment is due (to above address) within 10 days after books are received at the School. The School agrees to pay a 1% monthly service fee for late payment.

PAYING BY CHECK: When the School pays by check, the School authorizes Lifetouch to process the payment as a check transaction, or to use information from the check to make a one-time electronic fund transfer from the School's checking account. Funds may be withdrawn from the account on the day Lifetouch receives payment, and the financial institution will not return the check. A service fee may be charged on returned checks.

THE SCHOOL grants to Lifetouch and its related companies permission to reproduce, distribute and otherwise use reproductions of the School's materials, including without limitation the cover design and production materials, in sales and promotional literature and as samples, without compensation to the School.

MISC: Lifetouch may assign its rights and obligations hereunder. This Agreement binds and benefits the parties and their respective successors and assigns.

LIFETOUCH reserves the right to refuse to print any material, which in its opinion is tortious, illegal or violates any copyright or proprietary rights. Lifetouch assumes no obligation for reviewing or editing materials submitted by or on behalf of the School.

THE SCHOOL is responsible for the content of the book and materials submitted to Lifetouch for printing. Upon request, the School agrees to obtain such authorizations as considered necessary by Lifetouch. The School releases Lifetouch and, to the extent permitted by applicable law, will indemnify and hold harmless Lifetouch, its affiliated companies, employees, agents and representatives from any and all claims, demands, actions, losses, costs, expenses and reasonable attorney fees arising out of or in connection with the printing of any materials submitted by the School, its faculty, administrators, students, employees, representatives, agents or breach of the School's obligations for Applications.

CANCELLATION: This Agreement is not subjected to cancellation by either party during the term of this Agreement except by written consent of both the School and Lifetouch.

NEITHER PARTY is liable for delays or losses as a result of strikes, accidents, government restrictions, acts of God, acts of war, or other causes beyond its control, and such delays will not constitute a breach of contract.

Remit Payment To:
Shutterfly Lifetouch, LLC
Accounts Receivable
PO Box 46993
Eden Prairie, MN 55344-9728

Yearbook Adviser Support
Email: yearbookadvisersupport@lifetouch.com
Phone: 1.800.736.4761

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CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer

From: Jeff Landes, Chief Financial Officer

Board Meeting Date: June 10, 2024

Contract Vendor: Oklahoma School Pictures **Time Frame:** 2024 - 2025 School Year

Amount: _____ **Fund:** 60 **Project:** _____

New Contract: ☐ **Renewal Contract:** ☑ **(check one)**

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following items or services:

School yearbook production for Meadow Brook Intermediate.

OKLAHOMA SCHOOL PICTURES
CONTRACT FOR PHOTOGRAPHIC SERVICES

JOB NUMBER _____ **DATE** 4/29/24

CUSTOMER
Meadow Brook Intermediate

STREET ADDRESS (PHYSICAL ADDRESS)
12500 SW 15th

CITY Yukon **STATE** OK **ZIP** 73099

MAILING ADDRESS (IF DIFFERENT)

CITY 12500 SW 15th **STATE** OK **ZIP** 73099

PHONE 405-256-5250 **FAX** _____

PHOTOGRAPHY CONTACT PERSON
List Hacker

EMAIL ADDRESS
hackerl@mustangps.org

ALTERNATE CONTACT INFORMATION (FOR EMERGENCY USE ONLY)

PRINCIPAL'S NAME

SECRETARY'S NAME

FALL PORTRAIT DATE Wed, Oct. 2nd

FALL ABSENTEE DATE Thurs, Nov 14th

SENIOR PORTRAIT DATE NA

SENIOR ABSENTEE DATE NA

ACTIVITY DATE Fri, Feb 14th

SPRING INDIVIDUAL DATE Fri, Feb 14th

SPRING GROUPS DATE Fri, Feb 14th

OTHER _____

OTHER _____

OTHER _____

DATA FOR SORT OPTIONS MUST BE RECEIVED TWO WEEKS PRIOR TO PORTRAIT DATES

PACKAGE SORT OPTIONS
☐ GRADE ☐ ALPHA ☐ TEACHER _____

ID CARD SORT OPTIONS
☐ GRADE ☐ ALPHA ☐ TEACHER _____

SENIOR PROOF SORT OPTIONS
☐ ALPHA ☐ TEACHER _____

TERM AGREEMENT YEARS (CIRCLE YEARS THAT APPLY)
2021-2022 2022-2023 2023-2024 2024-2025

☑ FALL PREPAY ☑ SPRING PREPAY/PROOF ☑ SPRING GROUPS

UNDERCLASS COMMISSION 35%/ 25% (PAYS ON ALL PACKAGES SOLD)

GRADES _____ ENROLLMENT _____

YEARBOOK SPONSOR

YEARBOOK SERVICES: OSP will photograph all students not wishing to purchase a package at $_____ per student. These students will be photographed on the dates agreed upon.

DATA FILE CONTACT _____

DATA SOFTWARE _____

DIGITAL SERVICES: OSP will provide a CD of images from all agreed upon portrait days to be delivered to the administration to handle the uploading of images to the school database system. All students photographed will be included.

☐ SENIOR PORTRAITS SENIOR ENROLLMENT _____

NUMBER OF PORTRAITS PER SENIOR _____ SITTING FEE _____

SENIOR COMMISSION _____ (PAYS ON ALL PACKAGES SOLD)v

ATTIRE FOR SENIOR MEN _____

ATTIRE FOR SENIOR WOMEN _____

☐ ACTIVITY PORTRAITS

ACTIVITY SERVICES: OSP will provide the school with one activity day to photograph groups or activities of its choice and provide a CD of those images.

☐ ADDITIONAL ACTIVITY DAY ($125.00 PER PHOTOGRAPHER PER DAY)

NUMBER OF ADDITIONAL ACTIVITY DAYS _____

☐ ID CARDS

OSP will provide custom digital student ID cards for all students/faculty photographed at $_____ per card.

☐ ID CARD SOFTWARE ($50.00 PER COMPUTER INSTALLED)

ID CARD CONTACT PERSON

☐ OTHER

_____

_____

_____

_____

_____

_____ _____
CUSTOMER'S AUTHORIZED SIGNATURE DATE

Bart Baker _____
OKLAHOMA SCHOOL PICTURES AUTHORIZED SIGNATURE DATE

OSP OKLAHOMA SCHOOL PICTURES
office: 405.753.6800
3400 N.W. 135th St. OKC, OK 73120
www.okschoolpics.com

BID AWARD MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittinger Assistant Superintendent,Operations

From: Kay Rainwater Child Nutrition Director

BID # 25-057-01

Date: June 10,2024

Project Description: Produce

Recommended Bidder: Frontier

Recommended Bid Amount: 170152.80 **Fund:** 11 **Project:** _____

Annual Bid: ☑ **One-Time Bid:** ☐ **(check one)**

Discussion, motion and possible action to award the bid for the project as described above to the recommended bidder. If the recommended bid is not the lowest bid, the rationale for recommending a different bidder will be described below. If additional documents are required after the award such as bonds or insurance then the Board, upon awarding the bid, grants to the Superintendent the authority to execute the contract upon receipt of the required documents.

Bid Discussion:

Bids were sent to four Companies Frontier,Go Fresh,Vinyard and Ben E Keith

Frontier	170152.80
Go Fresh	221756.80
Vinyard	309728.80
Ben E Keith	313239.00

I am recommending we accept Frontier Bid for the 24/25 school year

MUSTANG PUBLIC SCHOOLS

Bid Tabulation Sheet

Date and Time of Bid Opening: April 16,2024 10:00 am

Location of Bid Opening: CN Office

Bid Number: 25-057-01

Bid Project: Produce

Bidder Name	Received On Time?	Conforms To Bid Specs?	Affidavits Signed?	Total Bid Amount	Bid to Recommend
Frontier	yes	yes	yes	$ 170,152.80	Y
Go Fresh	yes	yes	yes	$ 221,756.80	
Vinyard	yes	yes	yes	$ 309,728.80	
Ben.E.Keith	yes	yes	yes	$ 313,239.10	

If the lowest bid is not recommended, additional documentation explaining the recommendation will be attached.

School Officials Present at Bid Opening:

Name: Kay Rainwater Signature: Kay Rainwater

Name: Kim Novotny Signature: Kim Novotny

Revised: 05/09/2024

Frontier Produce & ORS
2.6.1; 2.6.2; 2.6.3
Version #5
Updated: March 25th, 2024
Reviewed January 24th, 2024

Product Withdrawal, Recall, and Traceability

2.6 TRACEABILITY & IDENTIFICATION

Stock Rotation
The responsibility and methods for ensuring effective stock rotation principles are applied shall be documented and implemented. We will use the First In First Out or First in First Expired method for products, unless requested or needed by a customer, managed by a customer, or food safety or quality risk has occurred. Warehouse managers shall implement this strategy, and only use Last In First Out method under special quality circumstances. These special circumstances are decided by managers and usually focus on customer quality concerns and should not be a continuous practice. Rotation of products is document via ERP system. Warehouse employees are trained on stock rotation. Warehouse manager will review stock to ensure products are sold within designated shelf-life. Expired products shall be discarded following disposal procedure.

Identify and Trace
Our ERP systems help ensure products we own are easily traceable, whether for a recall, a non-conforming product, or returned product. If product is stored at our facilities, but not owned by us, we may not track the information needed for a recall. Customer contracts will specify. In the event of a recall for those products, we will relay information to customers as needed and halt shipments, but ultimately it is the customer's responsibility to know if recalled product is in our facility.
Pallets are either labeled with the date they are received which will match receiving forms or a PO label generated from ERP system. Products shall remain in original packaging unless packaging is damaged or products is repacked. Products that do not arrive on pallets shall be organized by use by/expiration dates or other means of identification. Products that are removed from original packaging will be labeled for identification. The product identification system shall be implemented to ensure products and packaging are clearly identified during all stages of receipt, storage, and shipping. Finished products are labeled to the customer specification and/or regulatory requirements. Repacked products are labeled with the proper information created in our ERP system for shipping and labels are reviewed by trained manager. Shipping labels improve accuracy and better ensure the correct products are going to the correct customer.

Computers and software systems are protected with passwords. Only employees trained in our system have access to print labels. Repacked product labels are printed and reviewed by a manager as a way to reconcile and ensure accuracy of labels. We do not label allergens.

Warehouse managers are responsible for tracing products. Through several documents (receiving, shipping, and repacking forms) tracing is documented and implemented to ensure products are traceable to the

customer and provide traceability through the process to the supplier and date of receipt, food contact packaging and materials. Traceability is maintained where product is reworked through proper documentation. We are able to track product from our vendors, through our warehouse, and to our customers ('one forward, one back'). The effectiveness of the product trace system shall be tested at least twice annually through our mock recall procedure.

WITHDRAWAL AND RECALL

It is our intent to distribute only safe and lawful product to our customers. We consider it our duty and moral responsibility to remove product from sale that has been deemed unsafe or in violation of Food and Drug Administration (FDA) or United States Department of Agriculture (USDA) regulations.

The procedures outlined in this document are designed to accomplish a recall quickly and with maximum assurance of total effectiveness to protect the physical health of our customers. The objectives of a recall are to locate product, remove product from distribution and provide accurate information to all involved. The recall is terminated when proper authorities and/or assigned personnel determine that all reasonable efforts have been made to remove or correct the product.

The products in questioning during a recall will be traced, isolated from other products, and disposed of properly and as needed. A log of customers and product shipped will be maintained. Any customers who are affected by the recall will receive communication of the recall, whether that be directly to the locations or through their corporate offices as requested.

DEFINITIONS

1. Product Recall Classifications

Class I – This is an ***emergency situation*** involving the removal from marketing and distribution channels those products that because of a deficiency, pose an immediate or long-term serious threat to health or life. This is a health hazard situation where there is a reasonable probability that the use of the product will cause serious, adverse health consequences or death.

- Reported or confirmed illness
- Product tampering which could result in injury
- Adverse finding by a regulatory agency of a hazard
- Presence of an undeclared allergen in a product

In a Class I recall, top priority must be given to the complete and immediate removal of the recalled products from all levels in the distribution chain all the way down to the consumer level. When implementing a Class I recall it is imperative that all personnel involved understand the urgency of the situation and that all actions reflect this urgency.

- Identifying the product, receiving and shipping dates, and the issue requiring that a recall be implemented.

- Any product remaining under business control must be placed on hold.
- Suppliers may be notified so they can locate any product in transit and prepare for replacement of product.
- Proper authorities, management groups, customer groups, etc. informed of hazard, corrective actions, and plan for potential supply issues.

Class II – This is a ***priority situation*** in which a product deficiency may cause temporary or medically reversible adverse health consequences and where the probability of serious adverse health consequences is remote. The probability of serious adverse health consequences is slight or nonexistent.

In Class II recall, products must be removed from all levels in the distribution chain. When implementing a Class II recall, effort shall be made to replace the customer's product as soon as possible.

- Identifying the product, receiving and shipping dates, and the issue requiring that a recovery be implemented.
- Any product remaining under business control must be placed on hold.
- Suppliers may be notified so they can locate any product in transit and prepare for replacement of product. The complaint form may be sent to the initial contact of the supplier.
- Proper authorities, management groups, customer groups, etc. informed of hazard, corrective actions, and plan for potential supply issues.

Class III – This is a ***routine situation*** in which adverse health consequences of a product deficiency are highly improbable or non-existent. Products are recalled because of adulteration or misbranding not involving a health hazard. The use of the product is not likely to cause adverse health consequences. When implementing a Class III recall, effort shall be made to replace the customer's product as soon as possible.

- Identifying the product, receiving and shipping dates, and the issue requiring that a recovery be implemented.
- Any product remaining under business control must be placed on hold.
- Suppliers may be notified so they can locate any product in transit and prepare for replacement of product. The complaint form may be sent to the initial contact of the supplier.

2. Depth of Recall – The level of product distribution to which the recall is to extend:

a. Consumer: This includes household consumers, as well as all other levels of distribution.
b. Retail level: This includes all retail sales of the recalled product.
c. User level: This includes hotels, restaurants, and other food service institutions.
d. Wholesale level: The distribution level between the manufacturer and the retailer.

3. Scope – Defines the amount and kind of product in question. There are several factors used in determining the scope, such as the plant's processing and sanitation procedures, the definition of a lot, any finished product reincorporated into fresh product (rework).

4. Disposition – The business's action with respect to product to correct a situation leading to the recall, such as relabeling, re-cooking, reworking, or destroying product.

5. Retrieval – The removal of product at varying levels of the distribution system, store sales, or consumers' homes depending on the seriousness of the problem. There are (3) levels of retrieval: Recall, Withdrawal, and Stock Recovery.

6. Recall – The removal of a product where a health or safety hazard does or may exist and/or the product is in violation of regulations and is subject to seizure. Sales stop the normal selling and distribution of the affected product and put resources into retrieving the product being recalled.

7. Withdrawal – The removal of a product where a health or safety hazard does not exist but where a major quality defect or other major concern exists. May involve a minor regulatory violation for which product seizure would not occur but may have other legal consequences.

8. Stock Recovery/Producers – The removal of a product that has not left the direct control of the producer. The product may have left production location but is stored in an area still under the producer's control.

IMPORTANT CONTACT INFORMATION

U.S. Food and Drug Administration
10903 New Hampshire Avenue
Silver Spring, MD 20993
Phone 1-888-463-6332
http://www.fda.gov/

SQFI and ASI
foodsafetycrisis@sqfi.com
recalls@asi.com

U.S. Department of Agriculture
1400 Independence Ave., S.W.
Washington, DC 20250
Phone: (202) 720-2791
www.usda.gov

Sources of legal, expert, and regulatory advice will follow along Crisis Management Plan.

WITHDRAWAL OR RECALL TEAM

1) Our general manager and CSRs will be assigned to handle consumer complaints. If GM or office manager is unavailable, another manager on duty will be instructed to handle complaints.

Bryan DeWitt
General Manager
Primary Phone no.: (918) 610-8202
Alt. Phone no.: (918) 231-3596
Email: bryan@frontierproduceinc.com

Kenia Lopez
Office Manager and SQF Manager
Primary Phone no.: (918) 610-8202
Alt. Phone no.: (918) 845-3995
Email: klopez@frontierproduceinc.com

2) If complaint is found to be of a safety or defense issue or if we are alerted of a withdrawal or recall, recall team will coordinate the official recall procedure. Once validation is confirmed, proper authorities shall be notified as needed. An investigation of the food safety complaint will be completed by a trained manager. In order to be an authorized manager of these situations, they must have access to notifications from the government of recalls that may affect our company and customers. A list of authorized managers is below and may be used 24 hours a day during any emergency situation. Customer service team and warehouse crew will also play a large role in a withdrawal or recall. Customer service and sales team will make most of the phone calls to customers and document, and warehouse crew will count, organize, quarantine and dispose of products as required. The following are to initiate and manage a recall or withdrawal. They may ask managers and other employees to assist on investigating, calling customers, collecting information, and handling product.

Name: Robert DeWitt
Primary Phone no.: (918) 610-8202
Alt. Phone no.: (918) 230-5077
Email: rob@frontierproduceinc.com

Name: Taryn DeWitt
Primary Phone no.: (918) 610-8202
Alt. Phone no.: (918) 527-1002
Email: taryn@frontierproduceinc.com

Dave Molet, School Contact
Primary Phone no.: (918) 610-8202
Alt. Phone no.: (405) 255-7429
Email: dave@frontierproduceinc.com

Backups if managers are unavailable: Bryan DeWitt, Mike Fleming, Darren Kimbrough, Chris Fain, with Kevin Lay being trained.

RECOVERY PROCEDURE & COMMUNICATION

1. Identify the level of the recall upon notification from the USDA, CDC, or FDA that a recall is in order. Recall team to decide what, if any, outside advice they need or have. This advice may come from legal or regulatory bodies, corporate offices from vendors or customers, or our managing partners. Advice and instructions from all sources to be gathered to determine what products are being withdrawn or recalled. SQFI, ASI Food Safety, the Contracting Office for the DLA and other regulatory bodies as needed shall be notified as required for recalls. If a food safety event is created by us, we will alert SQFI and ASI within 24 hours of identifying an issue as a food safety event.
2. Communicate with vendors, if recall or withdrawal was created by them, to get further lot, harvesting, and packaging details. Decide if we received affected product.
3. Recall team is responsible for ensure all employees involved are aware of their tasks and are trained to fully and accurately complete these tasks in the given timeframe.
4. Identify customers who received this product by running an item and customer report in the computer system.
5. Warehouse manager to check receiving forms and count on-hand inventory to further verify the amount shipped to customers. Warehouse manager will ensure no product recalled, withdrawn, or under investigation move further in the supply chain.
6. If one of our products or packaging has been recalled or withdrawn, we will take the immediate steps according to law and the company's personal responsibility. If a recall occurs for an item we have in our building, all repacked items that are made of the same product, regardless of brand, shall also be withdrawn. If our repacked product ever gets mis-rotated or labeled incorrectly, we will still withdrawal that product. For example, if a brand of yellow squash gets recalled and we have that brand, all repackaged yellow squash that was shipped during our storage of the recalled brand will also be recalled by us. If any whole cases come into question on lots and brands, they will also be recalled if ever needed.
    a. Our employees have been instructed on proper food handling and the importance of avoiding cross-contamination. Traceability is a top priority and we will act responsibly to avoid cross-contamination and take precautions if recall occurs. If there is a chance that a product was not properly rotated or labelled with the proper information, we shall group the product in question with a recalled product, in the event of a true recall caused by a vendor. Causes for this include stickers falling off packaging, mis-rotation, miskeying, or another mistake during receiving, storage or shipping.
7. Phone calls or emails will be made to customers affected. Recall team will designate duties to Customer Service Team to ensure customers or their corporate offices (when requested) have been contacted. The information gathered from this call shall be recorded. The call should include: date of contact, product on hand, decision made, and date of returned call (if necessary).
8. Customer will be required to quarantine and segregate affected product. Products should be counted and either thrown away by customer or picked up by a driver if requested by customer. Warehouse manager oversees inventory count to make sure all is accounted for.

9. Assigned warehouse member shall verify that the recovery amount matches the original shipment amount excluding product already sold, unless those sales were to other distribution channels. Recall team and warehouse managers will ensure products are properly discarded. If there is a risk of chemical or biological agents, we will seek outside services for discarding.
10. Customer Service team oversees replacing or crediting customer accounts in a timely manner as needed.
11. Investigation shall be undertaken to determine the root cause of a withdrawal or recall and details of investigations and any action taken shall be documented if withdrawal or recall was caused by us. If withdrawal or recall was caused by a vendor or grower, we should make note of that and decide if we need any corrective actions, including changes in vendors.
12. Determination of how to handle a supply interruption will also be addressed. Information on allowable substitutes, communication with customers, and length of service interruption may be documented.

RECORD RETENTION

Product distribution records shall be maintained properly to facilitate location of products that are recalled. These records shall be maintained for a period that exceeds shelf life of expected use of product and at least the length of time specified in other applicable regulations concerning records retention which is usually two years.

Thyme Software: Creates unique lot numbers to track items one forward and one back. Software takes less than 5 minutes to generate reports to alert customers. Frontier performs at least two mock recalls a year to ensure effectiveness of program.

Dave Molet
405-255-7729
dave@frontierproduceinc.com
(His info is also included in this recall procedure)

ASI Food Safety

ASI Food Safety
500 NW Plaza Drive, Suite 700
St. Ann, MO 63074

Certificate Of Registration

Oklahoma Refrigerated Services

4235 S Eastern Ave.
Oklahoma City, OK, United States, 73129

is registered as meeting the requirements of the

SQF Food Safety Code for Storage and Distribution, Edition 9.0

Certification Details:

Date of Decision: 07/9/2023
Date of Audit: 05/25/2023
Certificate Number: 83766

Date of Expiry: 08/8/2024
Date of Next Recertification Audit: 05/25/2024
Certification Type: Announced Initial Certification

Registration Schedule:

Scope of Registration *(Food Sector Categories and Products):*

26: Storage and Distribution; storage, distribution, cold storage
Exclusion-Renters: Salad dressing processing company occupy one dry storage room. Deli company occupies two cold storage rooms, one freezer, and one receiving area. Ice company occupies one office and one freezer.

SQF INSTITUTE
One world. One standard.
SQF Institute is a division of FMI.

ANSI ACCREDITED
ISO/IEC 17065
Product Certification Body
#1222

Andrew Mason, Compliance Manager — Authorized by

Tyler Williams, CEO — Issuing Officer

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Frontier Produce
Organization/Vendor Name

Darren Kimbrough General Manager
Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official

Title of Official

Signature

4/10/24
Date

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF Tusla)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

(Contractor, Supplier, Engineer, or Architect)

Frontier Produce
Vendor/Company Name

Attested to before me this 10th day of April,

KARLA AGUIRRE
NOTARY PUBLIC
TULSA COUNTY
STATE OF OKLAHOMA
COMMISSION NO. 23011136
EXPIRES 08-17-2027

Notary Public (or Clerk or Judge)

My Commission Expires: 08-17-2027

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
NA ☐Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	NA Congressional District, if known: _____
6. **Federal Department/Agency:**	7. **Federal Program Name/Description:**
NA	CFDA Number, if applicable: NA
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)*
NA	$ NA
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)*	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
NA	NA
11. **Amount of Payment:** *(check all that apply)* $ NA ☐ Actual ☐ Planned	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission NA ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____
12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

NA

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: [signature] Print Name: Darren Kimbrough Title: General Manager Telephone Number: 918-610-6202 Date: 4/10/24

Federal Use Only: Authorized for Local Reproduction

IMPORT PRODUCTS/BUY AMERICAN ACT

The 1998 reauthorization of the National School Lunch Act requires school districts participating in the National School Meals Programs in the contiguous 48 states of the United States to buy food products produced in the United States (domestic) when using Federal Funds. Therefore, if there is a domestic and non-domestic product available, you must propose and supply domestic products. You may supply non-domestic products only when domestic products are unavailable. As defined in this legislation, a domestic food commodity is an agricultural commodity that is produced in the United States. A domestic food product is processed in the United States using substantially domestic agricultural commodities. Substantially means that over 51 percent of the finished product come from American produced products. Implementing Federal Regulations are 7 CFR 210.21 and 220.16 published on September 20, 1999. You may be required to provide certification of domestic origin and content. You must certify that the majority of products you propose to supply meet the Federal Requirement in the "Buy American Acts" and stipulate which specific products are unavailable domestically. Exceptions to this rule are pineapple, mandarin oranges, olives, tuna fish, tea, spices and coffee. Products not in compliance with this section shall be in violation of the Federal "Buy American" policy. This purchasing requirement does not apply in instances when:

a) The District/Cooperative has unusual or ethnic food preferences which can only be met through purchases of products not produced in the United States
b) The product is not produced in the U.S. in sufficient and reasonable quantities of a satisfactory quality
c) The cost of the US product is significantly higher than foreign products.

CERTIFICATE

I/We hereby certify that

Frontier Produce	4235 S Eastern Ave	918-610-8202
Company Name	Address	Phone Number

Will abide with the Buy American Act and supply domestic products to Edmond Public Schools, except in the authorized exceptions listed above.

List Non-Domestic Products proposed to be Provided:

PRODUCT	COUNTRY OF ORIGIN
Bananas	Guatemala
Pineapple	Costa Rica
Kiwi	Australia

Upon request, we will show proof that our practices do meet in every respect the requirements of the Buy American Act.

Darren Kimbrough (Owner or Officer of Firm)

General Manager (Title) 4/12/24 (Date)

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025

Mar 29, 2024

Cat. Item #	Item Description Brand/Product #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00000074	Apples, Fuji, 125 ct. Vinyard #000005-3		125 ct	315	$22.95	7229.25	
prod 00016637	Apples, Gala 138ct Vinyard #000017-3	Fresh, and firm to touch and color evenly distributed, to be packed to U.S. Fancy Grade standard. 125 to 138 per 40# case, Lg size, diameter 2-3/4"	40#	315	$22.95	7229.25	
prod 00009005	Apples, Granny Smith 125ct Vinyard #000060-3	125 ct per case. Firm to touch, evenly distributed color	1 cs	85	$24.95	2120.75	
prod 00009000	Apples, Red Delicious, 113ct Vinyard #000010-3	approx. 113 ct case of fresh, firm to touch	case (113 ct)	315	$21.95	6914.25	
prod 00009010	Bananas, Green Tip 40# Vinyard #000100-3	Fresh, medium sized (5-1/2" to 8") yellow with green tips, to be served in the peel, so free of scarring as much as possible. Should hold 5 days.	Case (40#)	800	$16.00	12800.00	
prod 00009021	Broccoli Florets Vinyard #003021-3	Fresh broccoli florets, U.S. Florets grade (3/4" to 3") no flowering visible in florets, no yellowing, bruising or decay	3#	465	$4.50	2092.50	
prod 00009041	Cabbage, Red, Shredded, 5# Vinyard #003061-3	Fresh, finely shredded red cabbage, to add to lettuce mix	5#	70	$6.25	437.50	
prod 00000938	Cantaloupe, Whole, 9ct Vinyard #000530-3	mature, good internal quality but not overripe, soft or wilted. Well-formed, well-netted, and free from decay, wet slip and sunscald.	9 ct	185	$17.00	3145.00	
prod 00016660	Carrots, baby peeled, case 4/5#	Carrots should arrive brightly colored, firm, and should have refrigerated shelf life of approx 10 days	4/5#	875	$18.50	16187.50	
prod 00009071	Cauliflower Florets Vinyard #003202-3	3# bag fresh cauliflower florets to last in the refrigerator for up to 4 days	3#	340	$6.62	2250.80	
prod 00009079	Celery, Diced, 5# Vinyard #003211-3	Freshly cut celery, clean and diced to store in the refrigerator for up to a week.	5#	25	$8.53	213.25	
prod 00016661	Celery, Sticks, 4/5#, U.S. No. 1 Vinyard #003228-3	fairly well developed, fairly well formed, well trimmed, fairy compact, free from blackheart and soft rot and free from damage cause by freezing, growth cracks, etc.	4/5#	700	$6.81	4767.00	
prod 00000146	Cilantro, 3ct	Fresh bunch of cilantro, washed and trimmed, should last in the refrigerator for up to a week	3ct	25	$2.25	56.25	

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025

Mar 29, 2024

Cat. Item #	Item Description Brand/Product #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009105	Cole Slaw Mix Vinyard #003085-3	with red cabbage & carrots	4/5#	25	$4.50	112.50	
prod 00000857	Cucumbers, Whole Vinyard #000261-3		5#	705	$4.25	2996.25	
prod 00009120	Grapes, seedless, green, 18# Vinyard #000310-3	Fresh seedless, green grapes, plump and firmly attached to green pliable stems, uniform in size, U.S. No. 1 Table	18#	280	$26.95	7546.00	
prod 00009130	Grapes, seedless, red, 18# Vinyard #000315-3	Fresh seedless, red grapes, plump and firmly attached to green pliable stems, uniform in size, U.S. No. 1 Table	18#	490	$26.95	13205.50	
prod 00000600	Honeydew, Whole, U.S. No. 1	Mature, firm, well formed, free from decay and damage caused by dirt, aphis stain, rust spots, bruises, cracks, etc.	6 ct	185	$12.95	2395.75	
prod 00000142	Lettuce, romaine, chopped, case Vinyard #003438-3	Freshly chopped, bright green, bagged in vacuum packed bags for maximum freshness to last up to a week in the refrigerator	6/12#	190	$17.90	3401.00	
prod 00009159	Lettuce, Shredded, Short, 1/5# Vinyard #003412-3	Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold up to a week after receiving	5#	200	$5.25	1050.00	
prod 00009160	Lettuce, Shredded, short, 4/5# Vinyard #003409-3	Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold up to a week after receiving	4/5#	40	$15.20	608.00	
prod 00009150	Lettuce, Spring Mix, Case	mature leafed spring mix that holds up well in refrigerator and with dressing, fluffy green leafy mix, should last a week in the refrigerator	4/3#	900	$9.95	8955.00	
prod 00009192	Onion, Diced, fresh, 5# Vinyard #003641-3	freshly diced onion	5#	15	$7.00	105.00	
prod 00009193	Onion, Red, Jumbo, 5#, U.S. No.1	Red, mature, dormant, fairly firm and fairly well shaped, free from decay, wet sunscald, etc. Free from damage caused by seedstems, splits, tops, roots, etc.	5#	20	$5.90	118.00	

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025

Mar 29, 2024

Cat. Item #	Item Description Brand/Product #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009190	Onions, yellow, jumbo, 5#, U.S. No.1	Yellow, mature, dormant, fairly firm and fairly well shaped, free from decay, wet sunscald, etc. Free from damage caused by seedstems, splits, tops, roots, etc.	5#	40	$5.20	208.00	
prod 00009200	Oranges, U.S. Fancy, 113 ct	U.S. Fancy, approx 113 ct per case, at least light orange with not more than a trace of green noticable on fruit, surface relatively smooth, yields to slight pressure when squeezed	case (113 ct)	770	$29.90	23023.00	
prod 00000939	Peppers, Green, Bell, 5# Vinyard # 000763-3	Fresh, green bell peppers, firm to touch	5#	50	$6.20	310.00	
prod 00009212	Peppers, Red, Bell, 5# Vinyard #000747-3	Fresh, red sweet bell peppers, firm to touch	5#	100	$6.95	695.00	
prod 00000940	Peppers, Yellow, Bell, 5# Vinyard # 000732-3	Fresh, yellow bell peppers, firm to touch	5#	100	$7.95	795.00	
prod 00009250	Potato, Bakers, 80 ct, US No. 1	U.S. No. 1 potatoes, similar in size, firm, fairly clean, fairly well shaped, free from freezing, rot, etc.	case (80 ct)	280	$15.90	4452.00	
prod 00009230	Potato, ID bakers, 90 ct		case (90 ct)	75	$15.90	1192.50	
prod 00009270	Spinach, cello, 2.5# bag	fresh trimmed spinach in cello bag	1/2,5#	375	$4.22	1582.50	
prod 00000140	Squash, Summer, Yellow, Crookneck 5#, U.S.No. 1	Fresh squash, yellow, crookneck, US No.1, consists of one variety, not old or tough, firm, free from decay	5#	30	$5.25	157.50	
prod 00009280	Strawberries, US No. 1, 8/1#	U.S. No. 1 fresh strawberries, bright red color, firm, not overripe or underdeveloped, free from mold or decay	8/1#	860	$16.90	14534.00	
prod 00009291	Tomato, 5# Box	Mature, not overripe or soft, free from decay	5#	100	$4.25	425.00	
prod 00009285	Tomato, Diced Tubs	freshly diced tomatoes, bright color	1/ 2#	160	$6.25	1000.00	
prod 00000345	Tomatoes, Cherry 1/2 Flat, U.S. No.1	Mature, not overripe or soft, clean, well developed, fairly well formed, fairly smooth, and free from decay, freezing, sunscald or other damage.	6 pints	120	$12.50	1500.00	

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025

Mar 29, 2024

Cat. Item #	Item Description Brand/Product #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009284	Tomatoes, Cherry, full flat, U.S. No. 1	Mature, not overripe or soft, clean, well developed, fairly well formed, fairly smooth, and free from decay, freezing, sunscald or other damage.	1 flat	320	$24.00	7680.00	
prod 00009290	Tomatoes, lug, 5x5 Loose	Fresh tomatoes, bright to dark red color, firm, smooth-skinned. Mature, not overripe or soft	25#	70	$19.50	1365.00	
prod 00000935	Watermelon Whole, Case		4/ 1 ea	145	$25.90	3755.50	
prod 00016639	Zucchini , Whole 5#	Fresh fairly young and tender, well formed and firm. Free from decay. Approx 10" in length	5#	30	$5.25	157.50	

Mustang Public Schools

Receive Bid Document: 0258
Produce 24-25 SY
Vendor: Frontier Produce

May 14, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
prod	00000074		Apples, Fuji, 125 ct.	125 ct	315	22.9500	7229.25	
prod	00016637		Apples, Gala 138ct	40#	315	22.9500	7229.25	
prod	00009005		Apples, Granny Smith 125ct	1 cs	85	24.9500	2120.75	
prod	00009000		Apples, Red Delicious, 113ct	case (113 ct)	315	21.9500	6914.25	
prod	00009010		Bananas, Green Tip 40#	Case (40#)	800	16.0000	12800.00	
prod	00009021		Broccoli Florets	3#	465	4.5000	2092.50	
prod	00009041		Cabbage, Red, Shredded, 5#	5#	70	6.2500	437.50	
prod	00000938		Cantaloupe, Whole, 9ct	9 ct	185	17.0000	3145.00	
prod	00016660		Carrots, baby peeled, case 4/5#	4/5#	875	18.5000	16187.50	
prod	00009071		Cauliflower Florets	3#	340	6.6200	2250.80	
prod	00009079		Celery, Diced, 5#	5#	25	8.5300	213.25	
prod	00016661		Celery, Sticks, 4/5#, U.S. No. 1	4/5#	700	6.8100	4767.00	
prod	00000146		Cilantro, 3ct	3ct	25	2.2500	56.25	
prod	00009105		Cole Slaw Mix	4/5#	25	4.5000	112.50	
prod	00000857		Cucumbers, Whole	5#	705	4.2500	2996.25	
prod	00009120		Grapes, seedless, green, 18#	18#	280	26.9500	7546.00	
prod	00009130		Grapes, seedless, red, 18#	18#	490	26.9500	13205.50	
prod	00000600		Honeydew, Whole, U.S. No. 1	6 ct	185	12.9500	2395.75	
prod	00000142		Lettuce, romaine, chopped, case	6/12#	190	17.9000	3401.00	
prod	00009159		Lettuce, Shredded, Short, 1/5#	5#	200	5.2500	1050.00	
prod	00009160		Lettuce, Shredded, short, 4/5#	4/5#	40	15.2000	608.00	

Mustang Public Schools

Receive Bid Document: 0258
Produce 24-25 SY
Vendor: Frontier Produce

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
prod	00009150		Lettuce, Spring Mix, Case	4/3#	900	9.9500	8955.00	
prod	00009192		Onion, Diced, fresh, 5#	5#	15	7.0000	105.00	
prod	00009193		Onion, Red, Jumbo, 5#, U.S. No.1	5#	20	5.9000	118.00	
prod	00009190		Onions, yellow, jumbo, 5#, U.S. No.1	5#	40	5.2000	208.00	
prod	00009200		Oranges, U.S. Fancy, 113 ct	case (113 ct)	770	29.9000	23023.00	
prod	00000939		Peppers, Green, Bell, 5#	5#	50	6.2000	310.00	
prod	00009212		Peppers, Red, Bell, 5#	5#	100	6.9500	695.00	
prod	00000940		Peppers, Yellow, Bell, 5#	5#	100	7.9500	795.00	
prod	00009250		Potato, Bakers, 80 ct, US No. 1	case (80 ct)	280	15.9000	4452.00	
prod	00009230		Potato, ID bakers, 90 ct	case (90 ct)	75	15.9000	1192.50	
prod	00009270		Spinach, cello, 2.5# bag	1/2.5#	375	4.2200	1582.50	
prod	00000140		Squash, Summer, Yellow, Crookneck 5#, U.S.No. 1	5#	30	5.2500	157.50	
prod	00009280		Strawberries, US No. 1, 8/1#	8/1#	860	16.9000	14534.00	
prod	00009291		Tomato, 5# Box	5#	100	4.2500	425.00	
prod	00009285		Tomato, Diced Tubs	1/5#	160	14.9000	2384.00	
prod	00000345		Tomatoes, Cherry 1/2 Flat, U.S. No.1	6 pints	120	12.5000	1500.00	
prod	00009284		Tomatoes, Cherry, full flat, U.S. No. 1	1 flat	320	24.0000	7680.00	
prod	00009290		Tomatoes, lug, 5x5 Loose	25#	70	19.5000	1365.00	
prod	00000935		Watermelon Whole, Case	4/ 1 ea	145	25.9000	3755.50	
prod	00016639		Zucchini , Whole 5#	5#	30	5.2500	157.50	

Mustang Public Schools

Receive Bid Document: 0258
Produce 24-25 SY
Vendor: Frontier Produce

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
							170152.80	

Credit and Return Policy

Credit/Return Policy: GoFresh will accept the return of standard products within 24 hours of delivery.

Stipulations:

- GoFresh must be notified within 24 hours of delivery via email to **sales@gofreshusa.com**
- The product must be returned in its original packaging with the shipping label/sticker.
- If the product is not returned the credit will be denied.
- Returns /Credits will only be accepted within the 24-hour timeline, not the "Use by" or "Best by" date on the product.

Request for replacement of a product:

Procedure: If you wish to have a product replaced, please call the GoFresh Customer service department with this necessary information within 24 hours of delivery.

- Product Code Number
- Shipping date
- Quantity to be returned.
- Invoice Number
- Reason for return

Product Replacement Procedure

A pickup for credit invoice will be created with the information above with a zero credit value. The driver will pick up the product to be returned ask you to sign the Pickup for Credit invoice. Once the product is returned to our facilities our QC Department will review the product based upon the reason for return. At that point a determination will be made as to whether the information provided is correct. If so, applicable credit will be issued to your account.

Thank you for your understanding.

GoFresh Management

Committed to Excellence and Quality Since 1941
1691 North 161st E. Ave, Tulsa, OK 74116 | P:800-725-1151 | www.GoFreshUSA.com

Eat • Live • GoFresh

Strategic Contract Pricing
04/01/24

Taylor Farms, Taylor Retail, Taylor Mex, Dole, Green Gate, Citrus packers or other Packers

Market Clause Row Crop Escalation Statement

When the USDA Mostly Market for palletized iceberg lettuce, 24 ct. romaine, 24 ct. green leaf, 20 lb broccoli, cauliflower, 50 lb. cabbage, celery, 50 lb. jumbo yellow onion or 25 lb. jumbo red onion, green onions mediums (Reference Product) reaches $22.50 for three consecutive days prices for all corresponding products increase $4.00 per carton. When the Mostly Market for a Reference Product reaches $29.95 for three consecutive days prices increase an additional $4.00 per carton. At the time the Mostly Market for a Reference Product surpasses $40.00 open negotiations between Pro*Act and Taylor Farms would begin. Spinach, kale, parsley, arugula, spring mix, and heritage blend will be mutually determined between supplier and Pro*Act based on market conditions. At the point the Mostly Market for a Reference Product falls below $29.95 & $22.50 as the case may be prices for the corresponding products will immediately return to their appropriate contract pricing. At the time prices increase Taylor Farms will take into consideration industry information and competitive pricing. During market clause implementation 6 week averages will be held.

Market Clause Citrus Escalation statement

When the USDA Mid mostly reaches $27.95 FOB for 5 consecutive days the contracted price will rise to GoFresh landed cost plus a markup. At the point the FOB moves back to or below $27.95 FOB prices will return to contracted bid pricing. During market clause implementation 6 week averages will be held.

Referenced items:

Broccoli Florets 3lbs pack, Bulk Broccoli Florets, Cauliflower Florets 3lbs pack, Cabbage Slaw, 24ct Romaine, 24ct Green Leaf, 24ct Iceberg, all sizes oranges, tomatoes

This also includes and blended salads with any of the above ingredients.

All AOG "Act of God" or Force Majeure implementation cancels all contracts until conditions are favorable again.

Prices are subject to change due to market conditions.

Domestic Prices Based on L.A. Terminal Market and Mid Mostly averages.

GoFresh Management, 2024

Committed to Excellence and Quality Since 1941
1691 North 161st E. Ave, Tulsa, OK 74116 | P:800-725-1151 | F:9185859240 | www.GoFreshUSA.com

PRIMUSGFS AUDIT NUMBER: 316936
CB REGISTRATION No.: PA-PGFS-11849
AUDIT DATE: Feb 07, 2024

Revision 3

primus GFS™

CERTIFICATE

Issued to:

ORGANIZATION

GoFresh Produce Tulsa

1691 North 161st East Ave Tulsa, Oklahoma 74116, United States

OPERATION

GoFresh Produce
1691 North 161st East Ave Tulsa, Oklahoma 74116, United States
Operation type: STORAGE & DISTRIBUTION CENTER

PRELIMINARY AUDIT SCORE:	CERTIFICATE VALID FROM:	FINAL AUDIT SCORE:
99%	**Mar 11, 2024 To Mar 10, 2025**	**100%**

Primus Auditing Operations certifies that this operation has complied with the applicable requirements of PrimusGFS Version 3.2
See subsequent certificate page(s) for audit executive summary

ANAB
ANSI National Accreditation Board
ACCREDITED
ISO/IEC 17065
PRODUCT CERTIFICATION BODY

PrimusAuditingOps
Observe. Report.

Primus Auditing Operations | 2811 Airpark Dr | Santa Maria
California 93455 United States |
primusgfsqa@primusauditingops.com | 805.623.5563 | 805.352.1364

Authorized by:
President
Javier Sollozo

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Go Fresh Produce

Mar 13, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00000074	Apples, Fuji, 125 ct. Vinyard #000005-3	12288		125 ct	315	28.45	8961.75	
prod 00016637	Apples, Gala 138ct Vinyard #000017-3	10436	Fresh, and firm to touch and color evenly distributed, to be packed to U.S. Fancy Grade standard. 125 to 138 per 40# case, Lg size, diameter 2-3/4"	40#	315	28.45	8961.25	
prod 00009005	Apples, Granny Smith 125ct Vinyard #000060-3	10646	125 ct per case. Firm to touch, evenly distributed color	1 cs	85	30.75	2613.75	
prod 00009000	Apples, Red Delicious, 113ct Vinyard #000010-3	11451	approx. 113 ct case of fresh, firm to touch	case (113 ct)	315	25.25	7953.75	
prod 00009010	Bananas, Green Tip 40# Vinyard #000100-3	10726	Fresh, medium sized (5-1/2" to 8") yellow with green tips, to be served in the peel, so free of scarring as much as possible. Should hold 5 days.	Case (40#)	800	22.00	17,600.00	
prod 00009021	Broccoli Florets Vinyard #003021-3	10281	Fresh broccoli florets, U.S. Florets grade (3/4" to 3") no flowering visible in florets, no yellowing, bruising or decay	3#	465	7.16	3329.40	
prod 00009041	Cabbage, Red, Shredded, 5# Vinyard #003061-3	11538	Fresh, finely shredded red cabbage, to add to lettuce mix	5#	70	8.82	617.40	
prod 00000938	Cantaloupe, Whole, 9ct Vinyard #000530-3	10559	mature, good internal quality but not overripe, soft or wilted. Well-formed, well-netted, and free from decay, wet slip and sunscald.	9 ct	185	20.75	3838.75	
prod 00016660	Carrots, baby peeled, case 4/5#	11272	Carrots should arrive brightly colored, firm, and should have refrigerated shelf life of approx 10 days	4/5#	875	18.98	16,607.50	
prod 00009071	Cauliflower Florets Vinyard #003202-3	11775	3# bag fresh cauliflower florets to last in the refrigerator for up to 4 days	3#	340	8.65	2941.00	
prod 00009079	Celery, Diced, 5# Vinyard #003211-3	10472	Freshly cut celery, clean and diced to store in the refrigerator for up to a week.	5#	25	9.10	227.50	
prod 00016661	Celery, Sticks, 4/5#, U.S. No. 1 Vinyard #003228-3	11531	fairly well developed, fairly well formed, well trimmed, fairy compact, free from blackheart and soft rot and free from damage cause by freezing, growth cracks, etc.	4/5#	700	28.67	20,069.00	
prod 00000146	Cilantro, 3ct	11101	Fresh bunch of cilantro, washed and trimmed, should last in the refrigerator for up to a week	3ct	25	4.14	103.50	

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Go Fresh Produce

Mar 13, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009105	Cole Slaw Mix Vinyard #003085-3	10845	with red cabbage & carrots	4/5#	25	16.95	423.75	
prod 00000857	Cucumbers, Whole Vinyard #000261-3	11693		5#	705	7.80	5499.00	
prod 00009120	Grapes, seedless, green, 18# Vinyard #000310-3	10318	Fresh seedless, green grapes, plump and firmly attached to green pliable stems, uniform in size, U.S. No. 1 Table	18#	280	35.39	9909.20	
prod 00009130	Grapes, seedless, red, 18# Vinyard #000315-3	10781	Fresh seedless, red grapes, plump and firmly attached to green pliable stems, uniform in size, U.S. No. 1 Table	18#	490	35.39	17341.10	
prod 00000600	Honeydew, Whole, U.S. No. 1	10800	Mature, firm, well formed, free from decay and damage caused by dirt, aphis stain, rust spots, bruises, cracks, etc.	6 ct	185	17.50	3237.50	
prod 00000142	Lettuce, romaine, chopped, case Vinyard #003438-3	11031	Freshly chopped, bright green, bagged in vacuum packed bags for maximum freshness to last up to a week in the refrigerator	6/12#	190	19.35	3676.50	
prod 00009159	Lettuce, Shredded, Short, 1/5# Vinyard #003412-3	10815	Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold up to a week after receiving	5#	200	6.93	1386	
prod 00009160	Lettuce, Shredded, short, 4/5# Vinyard #003409-3	10772	Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold up to a week after receiving	4/5#	40	20.92	836.80	
prod 00009150	Lettuce, Spring Mix, Case	11601	mature leafed spring mix that holds up well in refrigerator and with dressing, fluffy green leafy mix, should last a week in the refrigerator	4/3#	900	24.18	21,762.00	
prod 00009192	Onion, Diced, fresh, 5# Vinyard #003641-3	11345	freshly diced onion	5#	15	8.25	123.75	
prod 00009193	Onion, Red, Jumbo, 5#, U.S. No.1	12127	Red, mature, dormant, fairly firm and fairly well shaped, free from decay, wet sunscald, etc. Free from damage caused by seedstems, splits, tops, roots, etc.	5#	20	5.99	119.80	

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Go Fresh Produce

Mar 13, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009190	Onions, yellow, jumbo, 5#, U.S. No.1	11556	Yellow, mature, dormant, fairly firm and fairly well shaped, free from decay, wet sunscald, etc. Free from damage caused by seedstems, splits, tops, roots, etc.	5#	40	4.20	168.00	
prod 00009200	Oranges, U.S. Fancy, 113 ct	13370	U.S. Fancy, approx 113 ct per case, at least light orange with not more than a trace of green noticable on fruit, surface relatively smooth, yields to slight pressure when squeezed	case (113 ct)	770	27.17	20,920.90	
prod 00000939	Peppers, Green, Bell, 5# Vinyard # 000763-3	10849	Fresh, green bell peppers, firm to touch	5#	50	8.28	414.00	
prod 00009212	Peppers, Red, Bell, 5# Vinyard #000747-3	11708	Fresh, red sweet bell peppers, firm to touch	5#	100	12.40	1240.00	
prod 00000940	Peppers, Yellow, Bell, 5# Vinyard # 000732-3	10363	Fresh, yellow bell peppers, firm to touch	5#	100	12.00	1200.00	
prod 00009250	Potato, Bakers, 80 ct, US No. 1	10196	U.S. No. 1 potatoes, similar in size, firm, fairly clean, fairly well shaped, free from freezing, rot, etc.	case (80 ct)	280	15.87	4443.60	
prod 00009230	Potato, ID bakers, 90 ct	11146		case (90 ct)	75	14.87	1115.25	
prod 00009270	Spinach, cello, 2.5# bag	11154	fresh trimmed spinach in cello bag	1/2.5#	375	7.50	2812.50	
prod 00000140	Squash, Summer, Yellow, Crookneck 5#, U.S.No. 1	10797	Fresh squash, yellow, crookneck, US No.1, consists of one variety, not old or tough, firm, free from decay	5#	30	6.99	209.70	
prod 00009280	Strawberries, US No. 1, 8/1#	10173	U.S. No. 1 fresh strawberries, bright red color, firm, not overripe or underdeveloped, free from mold or decay	8/1#	860	21.03	18,085.80	
prod 00009291	Tomato, 5# Box	11228	Mature, not overripe or soft, free from decay	5#	100	8.55	855.00	
prod 00009285	Tomato, Diced Tubs	10313	freshly diced tomatoes, bright color	* 1/ 2#	160	15.00	2400.00	*1-5# tub
prod 00000345	Tomatoes, Cherry 1/2 Flat, U.S. No.1	11179	Mature, not overripe or soft, clean, well developed, fairly well formed, fairly smooth, and free from decay, freezing, sunscald or other damage.	* 6 pints	120	4.42	530.40	* 1-2ct

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Go Fresh Produce

Mar 13, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009284	Tomatoes, Cherry, full flat, U.S. No. 1	10562	Mature, not overripe or soft, clean, well developed, fairly well formed, fairly smooth, and free from decay, freezing, sunscald or other damage.	1 flat	320	20.47	6550.40	
prod 00009290	Tomatoes, lug, 5x5 Loose	11443	Fresh tomatoes, bright to dark red color, firm, smooth-skinned. Mature, not overripe or soft	25#	70	19.67	1376.90	
prod 00000935	Watermelon Whole, Case	10739		4/ 1 ea	145	N/A 3/4/24		Last price 10/24/23 7.27
prod 00016639	Zucchini , Whole 5#	10132	Fresh fairly young and tender, well formed and firm. Free from decay. Approx 10" in length	5#	30	7.99	239.70	

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA) Oklahoma
) SS
COUNTY OF) Oklahoma

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Russell Jackson Jafresh
(Contractor, Supplier, Engineer, or Architect)

Jafresh
Vendor/Company Name

Attested to before me this 10 day of April, 2024

Notary Public (or Clerk or Judge)

My Commission Expires: _____

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA] Oklahoma
] ss
COUNTY OF Oklahoma]

I, Russ Hickson of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of GoFleet (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Russell Hickson

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 10 day of April, 2024.

(SEAL)

Notary Public

My Commission Expires: _____

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Russ Hickson a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 10 day of April, 2024

Signed: Russell Hickson

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

INSTRUCTIONS FOR CERTIFICATION REGARDING DEBARMENT/SUSPENSION

1. By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on the reverse side in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower-tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms ***covered transaction, debarred, suspended, ineligible, lower-tier covered transaction, participant, person, primary covered transaction, principal, proposal,*** and ***voluntarily excluded,*** as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower-tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which the transaction originated.

6. The prospective lower-tier participant further agrees by submitting this form that it will include this clause titled ***Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower-Tier Covered Transactions,*** without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith that certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

GoFresh
Organization/Vendor Name

Russ Hickson Sales
Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Russ Hickson
Name of Institution/SFA Official

Sales.
Title of Official

Signature

4/10/24
Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action or a material change to a previous filing, pursuant to Title 31 U.S.C. §1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered federal action. Use a Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget (OMB) for additional information.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered federal action.

2. Identify the status of the covered federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered federal action.

4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional district, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee; e.g., the first subawardee of the prime is the first tier. Subawards include, but are not limited to, subcontracts, subgrants, and contract awards under grants.

5. If the organization filing the report in Item 4 checks *Subawardee*, then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.

6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example: Department of Transportation, United States Coast Guard.

7. Enter the federal program name or description for the covered federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate federal identifying number available for the federal action identified in Item 1; e.g., Request for Proposal (RFP) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the federal agency. Include prefixes; e.g., *RFP-DE-90-001*.

9. For a covered federal action where there has been an award or loan commitment by the federal agency, enter the federal amount of the award/loan commitment for the prime entity identified in Item 4 or Item 5.

10. a. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.

    b. Enter the full name of the individual performing services, and include full address if different from 10a. Enter last name, first name, and middle initial (MI).

11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate item. Check all items that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

13. Check the appropriate box. Check all boxes that apply. If *Other*, specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the dates of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with federal officials. Identify the federal officials or employees contacted or the officers, employees, or Members of Congress that were contacted.

15. Check whether Continuation Sheets are attached.

16. The certifying official shall sign and date the form, print his or her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

STANDARD FORM-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
☐Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:**	7. **Federal Program Name/Description:** CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)* $ _____
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)*	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** (*check all that apply*) $ _____ ☐ Actual ☐ Planned 12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone Number: _____ Date: _____

Federal Use Only:	Authorized for Local Reproduction

Buy American Act

The 1998 reauthorization of the National School Lunch Act requires schools participating in the National School Meals Programs on the contiguous 48 stats of the United States to buy food products produced in the United States (Domestic) when using Federal Funds. Therefore, if there is a domestic and non-domestic product available, you must propose and supply domestic products. You may supply non-domestic products only when domestic products are unavailable. As defined in the legislation, a food product is processed in the United States using substantially domestic agriculture commodities. Substantially means over 51 percent of the finished product comes from America produced products. Implementing Federal Regulations are 7CFR 210.21 and 220.16 published on September 20, 1999. You may be required to provide certification of domestic origin and content. You must certify that the majority of products you propose to supply met the Federal Requirement in the "Buy American Acts" and stipulate which specific products are unavailable domestically. Exceptions to this rule are pineapple, mandarin oranges, olives, tuna fish, tea, spices and coffee. Products not in compliance within this section be in violation of the Federal "Buy American" policy. This purchasing requirement does not apply in instances when:

a) The District/Cooperative has unusual or ethnic food preferences which can only be met through. purchases of products not produced in the United States

b) The product is not produced in the U.S. in sufficient and reasonable quantities of a satisfactory

b) The cost of the US product is significantly higher than foreign products.

We hereby certify that:

Gofresh	8901 N. I35 OKC, Ok 73131	800-725-1151
COMPANY NAME	ADDRESS	PHONE NUMBER

Will abide with the Buy American Act and supply domestic products to the extent practicable to;

Mustang Schools, except in the authorized exceptions listed above.

District

4/10/24

DATE

Products listed below may become unavailable domestically or cost prohibitive intermittently throughout a calendar year and subject to the exceptions listed above. This file is to be kept with the School District System Procurement Plan.

Buy American Act

Product Description	Country of Origin
Lettuce	Mexico
Tomato	Mexico/Canada
Onion	Mexico
Grapes	Mexico/Chile
Cucumbers	Mexico
Peppers/Chilis	Mexico
Bananas	South America Guatemala
Avocado	Mexico/Chile
Cantaloupe	Mexico/Honduras/Guatemala
Honeydew	Mexico/Honduras/Guatemala
Watermelon	Mexico
Broccoli	Mexico
Cauliflower	Mexico
Cabbage	Mexico
Celery	Mexico
Squash	Mexico

VINYARD

Monday, April 8, 2024

Vinyard Fruit & Vegetable Co.
330 NE 36th Street
Oklahoma City, OK 73105

Good morning!

Please find the attached bid proposal for Fresh Produce for Mustang Public Schools for the 2024-25 school year.

Vinyard is excited for the opportunity to, once again. work with the team at Mustang Public Schools. We have sincerely enjoyed working with you during the 2023-24 school year, and we're hopeful that we've proven ourselves as the preferred choice, and obvious selection for fresh produce for the upcoming school year. Please don't hesitate to reach out to me with questions as you review our proposal. I'm always happy to help!

Included in our bid packet are:

Bid Forms	Pages 1 thru 7
Non-Kickback affidavit	
Non-collusion affidavit	
Statement of Compliance regarding sex offenders	
Certification regarding debarment / suspension	
Disclosure of lobbying activities	
Product Recall Policy	Pages 8 thru 13
Emergency Contact Numbers	Page 14
"The Source" Produce Market Report & Crop Update	Pages 15 thru 27
Market Sightings	Page 28
Produce Bid Line Items	Page 29 thru 32

Complete product listings, including Specialty Produce, Spices, and our own, highly sought-after Vinyard Premium Fresh-cut items are available upon request, and can be viewed on the Vinyard online ordering portal (password protected).

Nutritional information, if needed, for ALL fresh produce items can be found on the FDA website.
https://www.fda.gov/food/food-labeling-nutrition/nutrition-information-raw-fruits-vegetables-and-fish

Food safety is paramount for Vinyard, and full details of our in-depth Food Safety program, including product traceability and recall, food safety audits, etc. can be viewed on-site upon request at our Oklahoma City facility.

Market updates and new market sightings similar to the info included will be emailed weekly.

Please let me know if you have questions, or would like any additional information.

We look forward to learning the results!

Best regards.

Brett Vogler

Brett Vogler
Vinyard Fruit & Vegetable Co.
bvogler@vinyardinc.com
405.226.0052 cell

Mustang Public Schools

Page 1

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Vinyard Fruit & Vegetable Co.

Mar 13, 2024

Cat. Item#	Item Description Brand/Product #	Vend Item#	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00000074	Apples, Fuji, 125 ct. Vinyard #000005-3	000005-3		125 ct	315	$33.75	$10,631.25	
prod 00016637	Apples, Gala 138ct Vinyard #000017-3	000017-3	Fresh, and firm to touch and color evenly distributed, to be packed to U.S. Fancy Grade standard. 125 to 138 per 40# case, Lg size, diameter 2-3/4"	40#	315	$34.75	$10,946.25	
prod 00009005	Apples, Granny Smith 125ct Vinyard #000060-3	000060-3	125 ct per case. Firm to touch, evenly distributed color	1 cs	85	$36.75	$3,123.75	
prod 00009000	Apples, Red Delicious, 113ct Vinyard #000010-3	000010-3	approx. 113 ct case of fresh, firm to touch	case (113 ct)	315	$32.75	$10,316.25	
prod 00009010	Bananas, Green Tip 40# Vinyard #000100-3	000100-3	Fresh, medium sized (5-1/2" to 8") yellow with green tips, to be served in the peel, so free of scarring as much as possible. Should hold 5 days.	Case (40#)	800	$29.25	$23,400.00	
prod 00009021	Broccoli Florets Vinyard #003021-3	003021-3	Fresh broccoli florets, U.S. Florets grade (3/4" to 3") no flowering visible in florets, no yellowing, bruising or decay	3#	465	$11.92	$5,542.80	
prod 00009041	Cabbage, Red, Shredded, 5# Vinyard #003061-3	003061-3	Fresh, finely shredded red cabbage, to add to lettuce mix	5#	70	$12.00	$ 840.00	
prod 00000938	Cantaloupe, Whole, 9ct Vinyard #000530-3	000530-3	mature, good internal quality but not overripe, soft or wilted. Well-formed, well-netted, and free from decay, wet slip and sunscald.	9 ct	185	$22.25	$4,116.25	
prod 00016660	Carrots, baby peeled, case 4/5#	000210-3	Carrots should arrive brightly colored, firm, and should have refrigerated shelf life of approx 10 days	4/5#	875	$24.75	$21,656.25	
prod 00009071	Cauliflower Florets Vinyard #003202-3	003202-3	3# bag fresh cauliflower florets to last in the refrigerator for up to 4 days	3#	340	$13.54	$4,603.60	
prod 00009079	Celery, Diced, 5# Vinyard #003211-3	003211-3	Freshly cut celery, clean and diced to store in the refrigerator for up to a week.	5#	25	$12.25	$ 306.25	
prod 00016661	Celery, Sticks, 4/5#, U.S. No. 1 Vinyard #003228-3	003228-3	fairly well developed, fairly well formed, well trimmed, fairy compact, free from blackheart and soft rot and free from damage cause by freezing, growth cracks, etc.	4/5#	700	$38.25	$26,775.00	
prod 00000146	Cilantro, 3ct	000352-3	Fresh bunch of cilantro, washed and trimmed, should last in the refrigerator for up to a week	3ct	25	$1.75	$ 43.75	

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Vinyard Fruit & Vegetable Co.

Cat. Item#	Item Description Brand/Product#	Vend Item#	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009105	Cole Slaw Mix Vinyard #003085-3	003085-3	with red cabbage & carrots	4/5#	25	$23.55	$ 588.75	
prod 00000857	Cucumbers, Whole Vinyard #000261-3	000261-3		5#	705	$11.64	$8,206.20	
prod 00009120	Grapes, seedless, green, 18# Vinyard #000310-3	000310-3	Fresh seedless, green grapes, plump and firmly attached to green pliable stems, uniform in size, U.S. No. 1 Table	18#	280	$49.85	$13,958.00	
prod 00009130	Grapes, seedless, red, 18# Vinyard #000315-3	000315-3	Fresh seedless, red grapes, plump and firmly attached to green pliable stems, uniform in size, U.S. No. 1 Table	18#	490	$50.75	$24,867.50	
prod 00000600	Honeydew, Whole, U.S. No. 1	000535-3	Mature, firm, well formed, free from decay and damage caused by dirt, aphis stain, rust spots, bruises, cracks, etc.	6 ct	185	$21.85	$4,042.25	
prod 00000142	Lettuce, romaine, chopped, case Vinyard #003438-3	003438-3	Freshly chopped, bright green, bagged in vacuum packed bags for maximum freshness to last up to a week in the refrigerator	6/12#	190	$22.60	$4,294.00	
prod 00009159	Lettuce, Shredded, Short, 1/5# Vinyard #003412-3	003412-3	Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold up to a week after receiving	5#	200	$10.45	$2,090.00	
prod 00009160	Lettuce, Shredded, short, 4/5# Vinyard #003409-3	003409-3	Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold up to a week after receiving	4/5#	40	$25.55	$1,022.00	
prod 00009150	Lettuce, Spring Mix, Case	000502-3	mature leafed spring mix that holds up well in refrigerator and with dressing, fluffy green leafy mix, should last a week in the refriaerator	4/3#	900	$ 26.45	$23,805.00	
prod 00009192	Onion, Diced, fresh, 5# Vinyard #003641-3	003641-3	freshly diced onion	5#	15	$ 7.70	$ 115.50	
prod 00009193	Onion, Red, Jumbo, 5#, U.S. No.1	000646.3	Red, mature, dormant, fairly firm and fairly well shaped, free from decay, wet sunscald, etc. Free from damage caused by seedstems, splits, tops, roots, etc.	5#	20	$ 9.02	$ 180.40	

Mustang Public Schools

Page 3

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Vinyard Fruit & Vegetable Co.

Mar 13, 2024

Cat. Item#	Item Description Brand/Product #	Vend Item#	Product S ◆	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009190	Onions, yellow, jumbo, 5#, U.S. No.1	000627-3	Yellow, mature, dormant, fairly firm and fairly well shaped, free from decay, wet sunscald, etc. Free from damage caused by seedstems, splits, tops, roots, etc.	5#	40	$ 9.40	$ 376.00	
prod 00009200	Oranges, U.S. Fancy, 113 ct	000700-3	U.S. Fancy, approx 113 ct per case, at least light orange with not more than a trace of green noticable on fruit, surface relatively smooth, yields to slight pressure when saueezed	case (113 ct)	770	$40.75	$31,377.50	
prod 00000939	Peppers, Green, Bell, 5# Vinyard # 000763-3	000763-3	Fresh, green bell peppers, firm to touch	5#	50	$14.11	$ 705.50	
prod 00009212	Peppers, Red, Bell, 5# Vinyard #000747-3	000747-3	Fresh, red sweet bell peppers, firm to touch	5#	100	$15.85	$1,585.00	
prod 00000940	Peppers, Yellow, Bell, 5# Vinyard # 000732-3	000763-3	Fresh, yellow bell peppers, firm to touch	5#	100	$4.45	$ 445.00	
prod 00009250	Potato, Bakers, 80 ct, US No. 1	000906-3	U.S. No. 1 potatoes, similar in size, firm, fairly clean, fairly well shaped, free from freezinn, rot, etc.	case (80 ct)	280	$24.75	$6,930.00	
prod 00009230	Potato, ID bakers, 90 ct	000904-3		case (90 ct)	75	$22.75	$1,706.25	
prod 00009270	Spinach, cello, 2.5# bag	001006-3	fresh trimmed spinach in cello bag	1/2,5#	375	$10.62	3,982.50	
prod 00000140	Squash, Summer, Yellow, Crookneck 5#, U.S.No. 1	001036-30	Fresh squash, yellow, crookneck, US No.1, consists of one variety, not old or tough, firm, free from decay	5#	30	$5.25	$ 157.50	
prod 00009280	Strawberries, US No. 1, 8/1#	001060-3	U.S. No. 1 fresh strawberries, bright red color, firm, not overripe or underdeveloped, free from mold or decay	8/1#	860	$30.75	$26,445.00	
prod 00009291	Tomato, 5# Box	001105-3	Mature, not overripe or soft, free from decay	5#	100	$13.52	$1,352.00	
prod 00009285	Tomato, Diced Tubs	004511-3	freshly diced tomatoes, bright color	1/ 2#	160	$17.00	$2,720.00	1/5lb Tray
prod 00000345	Tomatoes, Cherry 1/2 Flat, U.S. No.1	001081-3	Mature, not overripe or soft, clean, well developed, fairly well formed, fairly smooth, and free from decay, freezing, sunscald or other damage.	6 pints	120	$24.63	2,955.00	

Mustang Public Schools

Document 0258
Produce 24-25 SY
7/1/2024 thru 6/30/2025
Vinyard Fruit & Vegetable Co.

Mar 13, 2024

Cat. Item#	Item Description Brand/Product #	Vend Item#	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
prod 00009284	Tomatoes, Cherry, full flat, U.S. No. 1	001080-3	Mature, not overripe or soft, clean, well developed, fairly well formed, fairly smooth, and free from decay, freezing, sunscald or other damage.	1 flat	320	$45.75	$14,640.00	
prod 00009290	Tomatoes, lug, 5x5 Loose	001140-3	Fresh tomatoes, bright to dark red color, firm, smooth-skinned. Mature, not overripe or soft	25#	70	$50.25	$3,517.50	
prod 00000935	Watermelon Whole, Case	000544-3		4/ 1 ea	145	$36.00	$5,220.00	
prod 00016639	Zucchini , Whole 5#	001046-3	Fresh fairly young and tender, well formed and firm. Free from decay. Approx 10" in length	5#	30	$4.75	$ 142.50	

NONKICKBACKAFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF)

The undersigned (architect, contractor, supplier, or engineer), oflawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, ofmoney or any other thing of value to obtain or procure the contract or purchase order.

Brett Vogler
(Contractor, Supplier, Engineer, or Architect)

Vinyard Fruit & Vegetable Co.
Vendor/Company Name

Attested to before me this 8th day of April, 2024

JENNIFER VOGLER NOTARY # 16010031 EXP. 10/20/24 PUBLIC STATE OF OKLAHOMA

Jennifer Vogler
Notary Public (or Clerk/or Judge)

My Commission Expires 10-20-24

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or compames that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF OKLAHOMA]

I, Brett Vogler of lawful age and being first duly sworn upon oath, **state that I am the designated agent, officer or official of** Vinyard Fruit & Vegetable Co. **(hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:**

That there bas been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract; That neither the bidder, nor any officer, official, agent, servant or employee of bidder, bas been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Brett Vogler

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 8th day of April, 2024

JENNIFER VOGLER NOTARY PUBLIC #18010031 EXP. 10/20/24 STATE OF OKLAHOMA

(SEAL)

Jennifer Vogler
Notary Public

My Commission Expires: 10-20-24

STATEMENT OF COMPLIANCE
(REGARDING PROHIBITION OF FELONY & SEX OFFENDERS ON SCHOOL PREMISES)

THE UNDERSIGNED, **Brett Vogler**, A VOLUNTEER OF THE MUSTANG PUBLIC SCHOOLS SYSTEM MAKES THE FOLLOWING DECLARATION AS REQUIRED BY SECTION 6-101.48 OF TITLE 70 OF THE OKLAOMA STATUTES.

I DECLARE THAT I HAVE NOT BEEN CONVICTED IN THIS STATE, THE UNITED STATES OR ANOTHER STATE OF ANY SEX OFFENSE SUBJECT TO THE SEX OFFENDERS REGISTRATION ACT OR ARE SUBJECT TO ANOTHER STATE'S OR THE FEDERAL SEX OFFENDER REGISTRATION PROVISIONS.

I FURTHER DELCARE THAT WHILE WORKING ON SCHOOL PREMISES DURING NORMAL WORKING HOURS I HAVE NOT BEEN CONVICED OF A FELONY OFFENSE WITHIN THE PAST (10) YEARS IN THIS STATE, THE UNITED STATES, OR ANOTHER STATE.

I FURTHER UNDERSTAND THAT TITLE 57, OKLAHOMA STATUTES, SECTION 589 PROVIDES AS FOLLOW TO WIT:

IT IS UNLAWFUL FOR ANY PERSON REGISTERED PURSUANT TO THE SEX OFFENDERS REGISTRATION ACT TO WORK WITH OR PROVIDE SERVICES TO CHILDREN OR TO WORK ON SCHOOL PREMEISES, OR FOR ANY PERSON WHO OFFERS OR PROVIDES SERVICES TO CHILDREN OR VOLUNTEERS SERVICES WITH CHILDREN ON SCHOOL PREMISES WHO IS REGISTERED PURSUANT TO THE SEX OFFENDERS REGISTRATION ACT. UPON CONVICTION OF ANY VIOLATION OF THE PROVISIONS OF THIS SUBSECTION, THE VIOLATOR SHALL BE GUILTY OF A MISDEMEANOR PUNISHABLE BY A FINE NOT TO EXCEED ONE THOUSAND DOLLARS ($1000.00). INADDITION, THE VIOLATOR MAY BE LIABLE FOR CIVIIL DAMAGES.

DATED THIS **8th** DAY of **April, 2024** .

SIGNED: Brett Vogler

MUSTANG PUBLIC SCHOOLS 12400 S.W. 15th St. Yukon, OK 73099

INSTRUCTIONS FOR CERTIFICATION REGARDING DEBARMENT/SUSPENSION

1. By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on the reverse side in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower-tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms ***covered transaction, debarred, suspended, ineligible, lower-tier covered transaction, participant, person, primary covered transaction, principal, proposal,*** and ***voluntarily excluded,*** as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower-tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which the transaction originated.

6. The prospective lower-tier participant further agrees by submitting this form that it will include this clause titled ***Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower-Tier Covered Transactions,*** without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a **lower-tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from** the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith that certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION-LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Vinyard Fruit & Vegetable Co.

Organization/Vendor Name

Brett Vogler - Sales - Director of Corporate Programs BV

Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official	Title of Official
Signature	Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action or a material change to a previous filing, pursuant to Title 31 U.S.C. §1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered federal action. Use a Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget (OMB) for additional infonnation.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered federal action.

2. Identify the status of the covered federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered federal action.

4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional district, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee; e.g., the first subawardee of the prime is the first tier. Subawards include, but are not limited to, subcontracts, subgrants, and contract awards under grants.

5. If the organization filing the report in Item 4 checks *Subawardee,* then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.

6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example: Department of Transportation, United States Coast Guard.

7. Enter the federal program name or description for the covered federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate federal identifying number available for the federal action identified in Item I; e.g., Request for Proposal (RFP) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the federal agency. Include prefixes; e.g., *RFP-DE-90-001.*

9. For a covered federal action where there has been an award or loan commitment by the federal agency, enter the federal amount of the award/loan commitment for the prime entity identified in Item 4 or Item 5.

10. a. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.

    b. Enter the full name of the individual performing services, and include full address if different from 10a. Enter last name, first name, and middle initial (MI).

11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate item. Check all items that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

13. Check the appropriate box. Check all boxes that apply. If *Other,* specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the dates of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with federal officials. Identify the federal officials or employees contacted or the officers, employees, or Members of Congress that were contacted.

15. Check whether Continuation Sheets are attached.

16. The certifying official shall sign and date the fonn, print his or her name, title, and telephone number.

Public reporting burden for this collection of infonnation is estimated to average 30 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of collection of information, including suggestions for reducing this burden, to the Office of Management and Budget. Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

STANDARD FORM-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY 0MB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. Type of Federal Action:	2. Status of Federal Action:	3. ReportType:
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement 0 d. Loan D e. Loan Guarantee 0 f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing D b. Material Change **For Material Change Only:** Year _____ Quarter ___ Date of Last Report _____

4. Name and Address of Reporting Entity:	5. If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:
Vinyard Fruit & Vegetable Co. 330 NE 36th Street Oklahoma City, OK 73105 ☐Prime 0 Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____
8. Federal Action Number: *(if known)*	9. Award Amount: *(if known)* $ _____
10. a. Name and Address of Lobbying Entity: *(if individual, last name, first name, MI)*	b. Individual Performing Services: *(including address if different from No. 10a) (last name, first name, MI)*
11. Amount of Payment: *(check all that apply)* $ _____ ☐ Actual ☐ Planned 12. Form of Payment: *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	13. Type of Payment: *(check all that apply)* 0 a. Retainer ☐ b. One-Time Fee D c. Commission D d. Contingency Fee D e. Deferred ☐ f. Other: *(specify)* _____

14. **Brief Description** of services perfonned or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ Yes ☐ No

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: Brett Vogler Print Name: Brett Vogler Title: Sales - Director of Corporate Programs Telephone Number: (405) 226-0052 Date: April 8, 2024

Federal Use Only: Authorized for Local Reproduction

Ben E. Keith Food Division General Office
Food Distribution Safety Letter
7600 Will Rogers Blvd
Fort Worth, Texas 76140
817.759.6800

January 1, 2024
To: Ben E. Keith Customers
Re: Ben E. Keith Food Safety Initiatives

Dear Valued Customer,

Thank you for your interest in the product safety initiatives at Ben E. Keith Foods' Distribution Centers ("Distribution Centers")[1]. This document contains general information about our quality control programs, certifications, and efforts to comply with applicable laws and regulations.

Philosophy. For over 115 years, Ben E. Keith Foods ("BEK Foods") has built a culture focused on customer satisfaction, product quality, and operational integrity. Our policies and procedures track industry best practices and current regulatory guidelines with the goal of preventing contamination events, meeting or exceeding legal standards, and providing safe, wholesome food products.

Laws and Regulations. BEK Foods works diligently to satisfy our legal and regulatory obligations. As such, our compliance initiatives seek to follow all current rules and requirements under the Code of Federal Regulations[2], the U.S. Federal Food, Drug, and Cosmetic Act's Food Safety Modernization Act (FSMA)[3], USDA Food Safety and Inspection Service (FSIS) regulations, and all applicable state and local laws.

FSMA Preventive Controls. FSMA compliance utilizes a risk-based approach to food safety by applying FDA-approved preventive controls and verification procedures to identified hazards in the food supply chain. Thus, each Distribution Center follows a documented, FDA-approved food safety plan developed using Hazard Analysis, Risk-Based Preventive Controls (HARPC), and Good Storage and Distribution Practices (GDP). Our food safety plans also utilize Hazard Analysis Critical Control Point (HACCP) principles, including those applicable to high-risk seafood. Per FDA regulations, a certified, on-site Preventive Controls Qualified Individual (PCQI) actively oversees the food safety initiatives at each Distribution Center, which generally include the following:

- Allergen/Cross-Contamination Controls
- Audits and Inspections
- Employee Food Safety and Defense Training
- Facility Sanitation and Maintenance Protocols
- Glass and Brittle Plastic Controls
- Personal Hygiene Requirements
- Pest Control
- Quality Hold Procedures
- Security Protocols
- Supplier Approval Program
- Temperature Controls and Monitoring
- Vendor Screening/Monitoring Procedures

Sanitary Transportation Rule. Effective cold chain management is a critical component of our food safety and compliance effort under the FSMA Sanitary Transportation Rule, which generally requires our Distribution Centers to satisfy at least FDA-mandated standards for equipment, operational protocols, driver training, and documentation. We take pride in the standards we've set for sanitary transportation, including the cleanliness and maintenance protocols routinely performed on our vehicles and equipment. To best maintain products within an optimal temperature range

[1] Distribution Center locations covered by this letter include: Dallas/Fort Worth, TX; Missouri City, TX; Selma, TX; Amarillo, TX; Albuquerque, NM; Edmond, OK; Little Rock, AR; New Brockton, AL; Gainesville, FL; Linwood, NC.; Shuttle Sites, and Sales Offices.
[2] 21 C.F.R 117 and 21 C.F.R. 110.93.
[3] 21 U.S.C. 9 §§ 301-399(d).

Ben E. Keith Food Safety Department Contact
bekfoodsafety@benekeith.com

during transit, refrigerated products are received, loaded, and shipped from temperature-controlled docks. Vehicles used to transport our food products are equipped with Cooltrax cold chain technology and contain three separate temperature zones to accommodate mixed-load safety requirements.

Storage Temperature. BEK Foods is committed to providing a clean and safe environment for our stored food products; therefore, our storage facilities are equipped with state-of-the-art temperature controls and an electronic monitoring system that measures and records product storage temperatures 24/7.

Security Protocols. BEK works hard to secure our facilities and protect the products in our care and custody. Our Distribution Centers are equipped with a variety of security features, such as controlled key access and video surveillance monitoring systems. On-site security personnel are also employed at each of our locations to conduct security checks and provide additional support for our safety initiatives. As part of our regulatory compliance program, each Distribution Center has implemented an FSMA food defense plan to prevent tampering and acts of intentional adulteration. Our Distribution Centers are registered with the FDA pursuant to the Bioterrorism Preparedness and Response Act of 2002.

Recall/Traceability. The health and safety of our customers is of the utmost importance to us. Tracing procedures are implemented at our Distribution Centers to track and monitor products throughout the supply chain using a specialized management warehouse system and our Keith Intelligence Technology. If we are notified of a potential hazard in the supply chain requiring a recall to be issued, Distribution Centers are equipped with BellTower Instant Recall to notify affected customers and facilitate the lockdown and return of recalled products.

Regulatory Audits. Our Distribution Centers are subject to routine, mandatory inspections by regulatory authorities, including the FDA, USDA, and other state and local agencies, to assess and monitor our regulatory compliance efforts.

GFSI Certification. Because BEK Foods strives to be an industry leader in food quality and integrity, we evaluate the efficacy of our food safety initiatives above and beyond what is legally required. In addition to undergoing standard regulatory inspections, our Distribution Centers are subject to internal audits and third-party annual risk assessments. Because of these additional efforts, our program is certified by the Global Food Safety Initiative (GFSI), the highest industry benchmark for food safety standards.

Partnership. BEK Foods takes pride in providing quality products to our partners and will continue to make food safety our top priority. Therefore, we want to remind you to continue using proper safe handling and cooking procedures on all food products after delivery. For any further questions about our food safety programs or to obtain copies of audit reports, please contact us at bekfoodsafety@benekeith.com.

Sincerely,

Ceret Leyva

Ceret Leyva, MPH
Director of Food Safety
Ben E. Keith Food Division

Ben E. Keith Food Safety Department Contact
bekfoodsafety@benekeith.com

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Est. Qty	Quote per Purchase unit	Total	Changes/Notes
prod 00000074	Apples, Fuji, 125 ct. Vinyard #000005-3			125 ct	315	$ 40.75	$ 12,836.25	
prod 00016637	Apples, Gala 138ct Vinyard #000017-3		Fresh, and firm to touch and color evenly distributed, to be packed to U.S.	40#	315	$ 45.55	$ 14,348.25	
prod 00009005	Apples, Granny Smith 125ct Vinyard #000060-3		125 ct per case. Firm to touch, evenly distributed color	1 cs	85	$ 40.55	$ 3,446.75	
prod 00009000	Apples, Red Delicious, 113ct Vinyard #000010-3		approx. 113 ct case of fresh, firm to touch	case (113 ct)	315	$ 40.55	$ 12,773.25	
prod 00009010	Bananas, Green Tip 40# Vinyard #000100-3		Fresh, medium sized (5-1/2" to 8") yellow with green tips, to be served in	Case (40#)	800	$ 29.59	$ 23,672.00	
prod 00009021	Broccoli Florets Vinyard #003021-3		Fresh broccoli florets, U.S. Florets grade (3/4" to 3") no flowering visible in	3#	465	$ 20.67	$ 9,611.55	
prod 00009041	Cabbage, Red, Shredded, 5# Vinyard #003061-3		Fresh, finely shredded red cabbage, to add to lettuce mix	5#	70	$ 11.97	$ 837.90	
prod 00000938	Cantaloupe, Whole, 9ct Vinyard #000530-3		mature, good internal quality but not overripe, soft or wilted. Well-formed,	9 ct	185	$ 24.57	$ 4,545.45	
prod 00016660	Carrots, baby peeled, case 4/5#		Carrots should arrive brightly colored, firm, and should have refrigerated shelf	4/5#	875	$ 21.80	$ 19,075.00	
prod 00009071	Cauliflower Florets Vinyard #003202-3		3# bag fresh cauliflower florets to last in the	3#	340	$ 22.95	$ 7,803.00	
prod 00009079	Celery, Diced, 5# Vinyard #003211-3		Freshly cut celery, clean and diced to store in the	5#	25	$ 14.92	$ 373.00	
prod 00016661	Celery, Sticks, 4/5#, U.S. No. 1 Vinyard #003228-3		fairly well developed, fairly well formed, well trimmed, fairy compact, free from	4/5#	700	$ 22.27	$ 15,589.00	
prod 00000146	Cilantro, 3ct		Fresh bunch of cilantro, washed and trimmed, should last in the refrigerator	3ct	25	$ 12.95	$ 323.75	
prod 00009105	Cole Slaw Mix Vinyard #003085-3		with red cabbage & carrots	4/5#	25	$ 21.45	$ 536.25	
prod 00000857	Cucumbers, Whole Vinyard #000261-3			5#	705	$ 12.97	$ 9,143.85	
prod 00009120	Grapes, seedless, green, 18# Vinyard #000310-3		Fresh seedless, green grapes, plump and firmly attached to green pliable	18#	280	$ 51.30	$ 14,364.00	
prod 00009130	Grapes, seedless, red, 18# Vinyard #000315-3		Fresh seedless, red grapes, plump and firmly attached to	18#	490	$ 51.30	$ 25,137.00	
prod 00000600	Honeydew, Whole, U.S. No. 1		Mature, firm, well formed, free from decay and damage caused by dirt,	6 ct	185	$ 22.52	$ 4,166.20	
prod 00000142	Lettuce, romaine, chopped, case Vinyard #003438-3		Freshly chopped, bright green, bagged in vacuum packed bags for maximum	6/12#	190	$ 29.62	$ 5,627.80	
prod 00009159	Lettuce, Shredded, Short, 1/5# Vinyard #003412-3		Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold	5#	200	$ 7.70	$ 1,540.00	
prod 00009160	Lettuce, Shredded, short, 4/5# Vinyard #003409-3		Lettuce, Shredded, Short Ind. 5# bags, vacuum packed for freshness - to hold	4/5#	40	$ 30.80	$ 1,232.00	
prod 00009150	Lettuce, Spring Mix, Case		mature leafed spring mix that holds up well in refrigerator and with dressing,	4/3#	900	$ 28.35	$ 25,515.00	
prod 00009192	Onion, Diced, fresh, 5# Vinyard #003641-3		freshly diced onion	5#	15	$ 20.62	$ 309.30	
prod 00009193	Onion, Red, Jumbo, 5#, U.S. No.1		Red, mature, dormant, fairly firm and fairly well shaped, free from decay, wet	5#	20	$ 14.82	$ 296.40	
prod 00009190	Onions, yellow, jumbo, 5#, U.S. No.1		Yellow, mature, dormant, fairly firm and fairly well shaped, free from decay, wet	5#	40	$ 14.97	$ 598.80	
prod 00009200	Oranges, U.S. Fancy, 113 ct		U.S. Fancy, approx 113 ct per case, at least light orange with not more than a	case (113 ct)	770	$ 36.25	$ 27,912.50	
prod 00000939	Peppers, Green, Bell, 5# Vinyard # 000763-3		Fresh, green bell peppers, firm to touch	5#	50	$ 15.97	$ 798.50	
prod 00009212	Peppers, Red, Bell, 5# Vinyard #000747-3		Fresh, red sweet bell peppers, firm to touch	5#	100	$ 28.82	$ 2,882.00	
prod 00000940	Peppers, Yellow, Bell, 5# Vinyard # 000732-3		Fresh, yellow bell peppers, firm to touch	5#	100	$ 27.62	$ 2,762.00	
prod 00009250	Potato, Bakers, 80 ct, US No. 1		U.S. No. 1 potatoes, similar in size, firm, fairly clean, fairly	case (80 ct)	280	$ 21.25	$ 5,950.00	
prod 00009230	Potato, ID bakers, 90 ct			case (90 ct)	75	$ 20.25	$ 1,518.75	
prod 00009270	Spinach, cello, 2.5# bag		fresh trimmed spinach in cello bag	1/2.5#	375	$ 20.90	$ 7,837.50	
prod 00000140	Squash, Summer, Yellow, Crookneck 5#, U.S.No. 1		Fresh squash, yellow, crookneck, US No.1, consists	5#	30	$ 14.07	$ 422.10	
prod 00009280	Strawberries, US No. 1, 8/1#		U.S. No. 1 fresh strawberries, bright red color, firm, not overripe or	8/1#	860	$ 26.96	$ 23,185.60	
prod 00009291	Tomato, 5# Box		Mature, not overripe or soft, free from decay	5#	100	$ 24.69	$ 2,469.00	
prod 00009285	Tomato, Diced Tubs		freshly diced tomatoes, bright color	* 1/516 1/ 2#	160	$ 21.30	$ 3,408.00	
prod 00000345	Tomatoes, Cherry 1/2 Flat, U.S. No.1		Mature, not overripe or soft, clean, well developed, fairly well formed, fairly	6 pints	120		$ -	Do not carry
prod 00009284	Tomatoes, Cherry, full flat, U.S. No. 1		Mature, not overripe or soft, clean, well developed, fairly well formed, fairly	1 flat	320	$ 43.89	$ 14,044.80	
prod 00009290	Tomatoes, lug, 5x5 Loose		Fresh tomatoes, bright to dark red color, firm, smooth- skinned. Mature,	25#	70	$ 39.69	$ 2,778.30	
prod 00000935	Watermelon Whole, Case			4/ 1 ea	145	$ 22.07	$ 3,200.15	
prod 00016639	Zucchini , Whole 5#		Fresh fairly young and tender, well formed and firm. Free from decay.	5#	30	$ 12.27	$ 368.10	

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF _____]

I, Chase Sparks of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Ben E Keith (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Chase Sparks

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this 9th day of April, 2024.

LINDA ANN WHITAKER WHEELER
Notary Public in and for
STATE OF OKLAHOMA
Commission #20013790
Expires: 9 Nov 2024

Linda Ann Whitaker Wheeler
Notary Public

My Commission Expires: 9 Nov. 2024

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Chase Sparks a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 9th day of April, 2024.

Signed: Chase Sparks

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Chase Sparks
(Contractor, Supplier, Engineer, or Architect)

Ben E Keith
Vendor/Company Name

Attested to before me this 9th day of April,

LINDA ANN WHITAKER WHEELER
Notary Public in and for
STATE OF OKLAHOMA
Commission #20013790
Expires: 9 Nov 2024

Linda Ann Whitaker Wheeler
Notary Public (or Clerk or Judge)

My Commission Expires: 9 Nov. 2024

INSTRUCTIONS FOR CERTIFICATION REGARDING DEBARMENT/SUSPENSION

1. By signing and submitting this form, the prospective lower-tier participant is providing the certification set out on the reverse side in accordance with these instructions.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower-tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower-tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower-tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms ***covered transaction, debarred, suspended, ineligible, lower-tier covered transaction, participant, person, primary covered transaction, principal, proposal,*** and ***voluntarily excluded,*** as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower-tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower-tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which the transaction originated.

6. The prospective lower-tier participant further agrees by submitting this form that it will include this clause titled ***Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower-Tier Covered Transactions***, without modification, in all lower-tier covered transactions and in all solicitations for lower-tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower-tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith that certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower-tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Ben E Keith

Organization/Vendor Name

Chase Sparks DSR

Name(s) and Title(s) of Authorized Representative(s)

Mike Wall DSM

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official

Title of Official

Signature

Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action or a material change to a previous filing, pursuant to Title 31 U.S.C. §1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered federal action. Use a Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget (OMB) for additional information.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered federal action.

2. Identify the status of the covered federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered federal action.

4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional district, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee; e.g., the first subawardee of the prime is the first tier. Subawards include, but are not limited to, subcontracts, subgrants, and contract awards under grants.

5. If the organization filing the report in Item 4 checks *Subawardee*, then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.

6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example: Department of Transportation, United States Coast Guard.

7. Enter the federal program name or description for the covered federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate federal identifying number available for the federal action identified in Item 1; e.g., Request for Proposal (RFP) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the federal agency. Include prefixes; e.g., *RFP-DE-90-001*.

9. For a covered federal action where there has been an award or loan commitment by the federal agency, enter the federal amount of the award/loan commitment for the prime entity identified in Item 4 or Item 5.

10. a. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.

    b. Enter the full name of the individual performing services, and include full address if different from 10a. Enter last name, first name, and middle initial (MI).

11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate item. Check all items that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

13. Check the appropriate box. Check all boxes that apply. If *Other*, specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the dates of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with federal officials. Identify the federal officials or employees contacted or the officers, employees, or Members of Congress that were contacted.

15. Check whether Continuation Sheets are attached.

16. The certifying official shall sign and date the form, print his or her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

STANDARD FORM-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☒ a. Contract	☒ a. Bid/Offer/Application	☐ a. Initial Filing
☐ b. Grant	☐ b. Initial Award	☐ b. Material Change
☐ c. Cooperative Agreement	☐ c. Postaward	**For Material Change Only:**
☐ d. Loan		Year _____ Quarter _____
☐ e. Loan Guarantee		Date of Last Report _____
☐ f. Loan Insurance		

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
☐Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:**	7. **Federal Program Name/Description:** CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)* $ _____
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)*	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** (*check all that apply)* $ _____ ☐ Actual ☐ Planned	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____
12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone Number: _____ Date: _____

Federal Use Only:	Authorized for Local Reproduction

IMPORT PRODUCTS/BUY AMERICAN ACT

The 1998 reauthorization of the National School Lunch Act requires school districts participating in the National School Meals Programs in the contiguous 48 states of the United States to buy food products produced in the United States (domestic) when using Federal Funds. Therefore, if there is a domestic and non-domestic product available, you must propose and supply domestic products. You may supply non-domestic products only when domestic products are unavailable. As defined in this legislation, a domestic food commodity is an agricultural commodity that is produced in the United States. A domestic food product is processed in the United States using substantially domestic agricultural commodities. Substantially means that over 51 percent of the finished product come from American produced products. Implementing Federal Regulations are 7 CFR 210.21 and 220.16 published on September 20, 1999. You may be required to provide certification of domestic origin and content. You must certify that the majority of products you propose to supply meet the Federal Requirement in the "Buy American Acts" and stipulate which specific products are unavailable domestically. Exceptions to this rule are pineapple, mandarin oranges, olives, tuna fish, tea, spices and coffee. Products not in compliance with this section shall be in violation of the Federal "Buy American" policy. This purchasing requirement does not apply in instances when:

a) The District/Cooperative has unusual or ethnic food preferences which can only be met through purchases of products not produced in the United States
b) The product is not produced in the U.S. in sufficient and reasonable quantities of a satisfactory quality
c) The cost of the US product is significantly higher than foreign products.

CERTIFICATE

I/We hereby certify that

Ben E Keith (Company Name) 14200 N Santa Fe Edmond OK 73013 (Address) 405-753-7600 (Phone Number)

Will abide with the Buy American Act and supply domestic products to Edmond Public Schools, except in the authorized exceptions listed above.

List Non-Domestic Products proposed to be Provided:

PRODUCT	COUNTRY OF ORIGIN
Produce	On Label

Upon request, we will show proof that our practices do meet in every respect the requirements of the Buy American Act.

Mike Wall (Owner or Officer of Firm)

Manager (Title) 4-9-24 (Date)

BID AWARD MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittinger Assistant Superintendent,Operations

From: Kay Rainwater Child Nutrition Director

BID # 25-057-02

Date: June 10,2024

Project Description: Milk/Juice

Recommended Bidder: Hiland

Recommended Bid Amount: $110641.20 **Fund:** 11 **Project:** _____

Annual Bid: ☑ **One-Time Bid:** ☐ **(check one)**

Discussion, motion and possible action to award the bid for the project as described above to the recommended bidder. If the recommended bid is not the lowest bid, the rationale for recommending a different bidder will be described below. If additional documents are required after the award such as bonds or insurance then the Board, upon awarding the bid, grants to the Superintendent the authority to execute the contract upon receipt of the required documents.

Bid Discussion:

Bids were sent to two Companies Hiland and US Foods
Hiland $110641.20
US Foods No Bid

I am recommending we accept Hiland for the 24/25 school year

MUSTANG PUBLIC SCHOOLS

Bid Tabulation Sheet

Date and Time of Bid Opening: April 22,2024 10:00 am

Location of Bid Opening: CN Office

Bid Number: 25-057-02

Bid Project: Milk/Juice

Bidder Name	Received On Time?	Conforms To Bid Specs?	Affidavits Signed?	Total Bid Amount	Bid to Recommend
Hiland	yes	yes	yes	$ 110,641.20	Y
US Foods No Bid Returned					

If the lowest bid is not recommended, additional documentation explaining the recommendation will be attached.

School Officials Present at Bid Opening:

Name: Kay Rainwater Signature: Kay Rainwater

Name: Kim Novotny Signature: Kimberly Novotny

Revised: 05/09/2024

Hiland DAIRY FOODS

302 S. Porter • P.O. Box 1248 • Norman, OK • 73071, 73070 • (405)321-3191

April 16, 2024

Mustang Public Schools
12400 SW 15th St
Yukon, OK 73099

Dear Child Nutrition:

We would like to thank you for the opportunity to submit a bid for dairy products for the 2024-2025 school year.

This is an escalading/de-escalading bid Please see the attached clause.

We look forward to hearing from you with the result of this bid. Please feel free to call, should you have any questions.

Sincerely,

Ron Clark
General Manager

Milk Escalator / De-Escalator Pricing Clause (DFA Supplied)

The pricing quoted is based on **April's 2024** Federal Milk Marketing Order for Class I Skim and Class I Butterfat. This pricing is subject to change as the cost of raw milk changes each month according to the USDA Federal Milk Market Price Announcements and Dairy Farmers of America.

The cost of milk fluctuates up and down each month based on the cost changes in raw milk. Changes of a minimum of $.10 per CWT (up or down) will move the cost of a half pint $ .00054.

Prices will also be adjusted up or down based on cost changes in packaging, ingredients, labor, fuel, juice concentrate, re-sale products (ex. Tropicana, Sport Shake), etc. Supporting documentation will be supplied upon request.

All price changes will become effective on the 1st day of the month following the price announcement.

NONKICKBACK AFFIDAVIT FORM

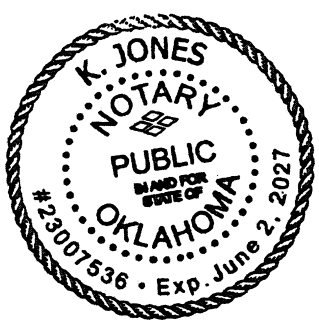
STATE OF OKLAHOMA)
) SS
COUNTY OF CLEVELAND)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

(Contractor, Supplier, Engineer, or Architect)

Hiland Dairy Foods, LLC.
Vendor/Company Name

Attested to before me this 16th day of April, 2024.



K Jones
Notary Public (or Clerk or Judge)

My Commission Expires:

MUSTANG PUBLIC SCHOOLS

Empowering Today to Achieve a Better Tomorrow

Child Nutrition

12400 SW 15th St, Yukon, OK 73064
t. 405-376-7317

Date: March 15, 2024

Hiland Dairy,
PO Box 1248
Norman, Ok 73071

Attn. Mike McKechnie

Mustang Public Schools Child Nutrition Department is seeking bids for milk and related items for the 2024/2025 school year. Sealed bids opening will be at the Mustang Child Nutrition Office, at 12400 S.W. 15th St., Yukon, OK 73099, on April 22,2024 at 10:00 a.m., or mailed and received in my office by that date and time to Mustang Public Schools, 12400 S.W. 15th St., Yukon, OK 73099, attention: Kay Rainwater, Child Nutrition Director. Effective bid dates are from July 1, 2024 through June 30, 2025.

Submit bids on the enclosed form. As this is an escalating/de-escalating bid on the dairy products, please base your prices on your April 2024 prices. If you have any questions, please call the Child Nutrition office at 376-7317.

Vendors will establish accounts and make deliveries to each kitchen site (15). Key-drop daily (or nightly) deliveries will be made at all 15 sites, placing product in walk-in refrigerators and locking walk-ins back, leaving invoices in prominent places.

Products should arrive in good shape, fresh and dated at least 5 days out from the expiration dates stamped on them. Products shall arrive in properly refrigerated trucks, at temperatures below 40 degrees, and in clean crates. Products not meeting these requirements will be rejected.

The Mustang School Board of Education reserves the right to accept or reject all or part of any bid. The decision of the board shall be final. Samples may be required to aid in the decision-making.

Please note that Oklahoma statute 62 O.S. §310.9 requires a signed and notarized nonkickback affidavit (attached form) on every purchase order of $25,000 or more. The affidavit is to be signed by the person or persons authorized to accept payment on behalf of the architect, contractor, engineer, or supplier. Bidder should also include the completed Non-Collusion Affidavit and Statement of Compliance provided.

Buy American - Schools such as Mustang, participating in the federal school meal programs, are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic commodity or product means an agricultural commodity that is produced in the US and a food product that is processed in the US substantially (at least 51%) using agricultural commodities that are produced in the US. While rare, 2 exceptions may exist when: 1) the product is not produced or manufactured in the US in sufficient, reasonable or available quantities of a satisfactory quality, such as bananas and pineapple and 2) competitive proposals reveal the cost of a domestic product is significantly higher than a non-domestic product.

Equal Opportunity and Discrimination - The vendor certifies that it is 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 vendor assures 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.

Termination for Cause information - The contract will be effective from 7/1/24 to 6/30/25, subject to the right of the District to terminate the contract upon giving sixty (60) days written notice, should Mustang Public Schools determine the Contractor is not performing with the provisions and intent of this agreement.

Upon receipt of termination notice, the bidder shall have twenty (20) days to correct noncompliance issues. If compliance is achieved, as determined by Mustang Public Schools, termination will be cancelled.

The vendor must comply with all applicable standards, orders, or requirements issued under Section 306 of the **Clean Air Act** (42 U.S.C. 1857[h]), Section 508 of the **Clean Water Act** (33 U.S. C. 1368), Executive Order 11738, and **Environmental Protection Agency (EPA) Regulation** (40 CFR §15), which prohibit the use of nonexempt federal contracts, grants, or loans of facilities included on the EPA list of violating facilities. The provision shall require reporting of violations to the grantor agency and to the EPA Assistant Administrator for Enforcement (EN-329). The contract must recognize mandatory standards and policies relating to energy efficiency that are contained in the State Agency conservation plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94-163).

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, ***all contracts*** awarded by the nonfederal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 70 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market or contracts for transportation or transmission of intelligence.

Debarment or Suspension – Mustang Child Nutrition is prohibited from contracting with an individual or company that has been debarred or suspended in accordance with 2 CFR §180, as adopted and modified by USDA regulations at 2 CFR §417. This prohibition does not extend to contracts in existence at the time of the debarment or suspension or to most contracts under $25,000. Rather, it applies to new contracts and extensions or renewals of existing contracts of $25,000 or more and to contracts for audit services, regardless of amount.

Lobbying Certification (Reference 200.326[1]) Lobbying certification must be obtained for procurement contracts of more than $100,000. Any vendor whose contract award is for more than $100,000 must complete a Certification Regarding Lobbying form (attached). Mustang Child Nutrition must keep this signed certification statement on file with a copy of the vendor's contract. Any SFA or its vendors who participate in lobbying activities must complete a Disclosure of Lobbying Activities form (attached). Mustang Child Nutrition must submit this completed form to the State Agency. A vendor would submit its completed form to Mustang Child Nutrition.

Protest Procedures – Mustang Schools has protest procedures in place to handle and resolve disputes relating to procurements and shall in all instances disclose information regarding the protest to the awarding agency. A protestor must exhaust all administrative remedies with Mustang Child Nutrition before pursuing a protest with a federal agency. Reviews of protests by the federal agency will be limited to: (Reference USDA Policy Memo2006-SNP-06)

a. Violations of federal law or regulations and the standard of 2CFR§200 (violations of state or local laws will be under the jurisdiction of state or local authorities). AND
b. Violations of Mustang Child Nutrition director's protest procedures for failure to review a complaint or protest. Protests received by the federal agency other than those specified above will be referred to the Child Nutrition director.

We appreciate your efforts in submitting a bid and look forward to doing business with your company. Please call with any questions

Sincerely,

Kay Rainwater

Kay Rainwater
Child Nutrition Director
(405) 376-7317
balest@mustangps.org

Mustang Public Schools

Page 1

Document 0259
Milk 24-25 SY
7/1/2024 thru 6/30/2025
Hiland Dairy Foods

Mar 15, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
milk 00008063	Juice, Apple, 100%, 4 oz			1/4oz	117225	.2900	33,995.25	
milk 00008064	Juice, Orange, 100%, 4 oz			1/4oz	47550	.3000	14,265.00	
milk 00000525	Milk, 1/2 pint, 1% Chocolate		1% chocolate 1/2 pint milk	1/1/2 pint	110350	.4200	46,347.00	
milk 00008020	Milk, 1/2 pt. 1% low fat, slim			1/1/2 pint	31050	.4150	12,885.75	
milk 00000249	Tea, 12 oz bottle sweetend w/Splenda		12 oz bottle of tea sweetened with Splenda	1/12 oz	3300	.9539	3,148.70	

110,641.20

Mustang Public Schools

Award List
HILAN - Hiland Dairy Foods

May 14, 2024

0259-Milk 24-25 SY 7/1/24 thru 6/30/25

Item #	Description	Vendor Bid	Purchase Unit	Estimate Qty	Bid	S/U Price	Total
00008063	Juice, Apple, 100%, 4 oz	Hiland	1/4oz	117225	0.29	0.290	33995.25
00008064	Juice, Orange, 100%, 4 oz	Hiland	1/4oz	47550	0.30	0.300	14265.00
00000525	Milk, 1/2 pint, 1% Chocolate	Hiland	1/1/2 pint	110350	0.42	0.420	46347.00
00008020	Milk, 1/2 pt. 1% low fat, slim	Hiland	1/1/2 pint	31050	0.42	0.415	12885.75
00000249	Tea, 12 oz bottle sweetend w/Splenda		1/12 oz	3300	0.95	0.954	3148.20
						Grand Total	110641.20

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Hiland Dairy
Organization/Vendor Name

Ron Clark, General Manager
Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Ron Clark	General Manager
Name of Institution/SFA Official	Title of Official
[signature]	4-16-24
Signature	Date

STANDARD FORM-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
☐Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:**	7. **Federal Program Name/Description:** CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)* $ _____
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)*	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** *(check all that apply)* $ _____ ☐ Actual ☐ Planned	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____
12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone Number: _____ Date: _____

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NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF Cleveland]

I, Ron Clark of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Hiland Dairy (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 16 day of April, 2024.

(SEAL)

K Jones
Notary Public

My Commission Expires: 6-2-27

K. JONES NOTARY PUBLIC IN AND FOR STATE OF OKLAHOMA #23007536 Exp. June 2, 2027

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Ron Clark a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 16th day of April, 2024.

Signed: [signature]

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

BID AWARD MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittinger Assistant Superintendent,Operations

From: Kay Rainwater Child Nutrition Director

BID # 25-057-03

Date: June 10,2024

Project Description: Bread

Recommended Bidder: US Foods

Recommended Bid Amount: 53842.00 **Fund:** 11 **Project:** _____

Annual Bid: ☑ **One-Time Bid:** ☐ **(check one)**

Discussion, motion and possible action to award the bid for the project as described above to the recommended bidder. If the recommended bid is not the lowest bid, the rationale for recommending a different bidder will be described below. If additional documents are required after the award such as bonds or insurance then the Board, upon awarding the bid, grants to the Superintendent the authority to execute the contract upon receipt of the required documents.

Bid Discussion:

Bids were sent to three Companies US Foods,Bimbo Bakeries,Flowers

US Foods $53842.00
Bimbo $74,389.00

I am recommending we accept US Foods for the 24/25 school year

MUSTANG PUBLIC SCHOOLS

Bid Tabulation Sheet

Date and Time of Bid Opening: April 29,2024 10:00 am

Location of Bid Opening: CN Office

Bid Number: 25-057-03

Bid Project: Bread

Bidder Name	Received On Time?	Conforms To Bid Specs?	Affidavits Signed?	Total Bid Amount	Bid to Recommend
US Foods	yes	yes	yes	$ 53,842.00	Y
Bimbo Bakeries	yes	no	yes	$ 74,389.00	
Flowers No Bid Returned					

If the lowest bid is not recommended, additional documentation explaining the recommendation will be attached.

School Officials Present at Bid Opening:

Name: Kay Rainwater Signature: Kay Rainwater

Name: Kim Novotny Signature: Kim Novotny

Revised: 05/09/2024

Mustang Public Schools

Receive Bid Document: 0260
Bread 24-25 SY
Vendor: Premier USF

May 13, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
bread	00007031	9639105	Bread, Loaf, White Whole Grain (Flowers)	24 oz	5290	2.1600	11426.40	
bread	00007012	7122406	Buns, Hamburger, White Whole Grain (Flowers)	12 ct	13950	2.6400	36828.00	
bread	00007002	6809602	Buns, Hot Dog, White Whole Grain (Flowers)	16 ct	2440	2.2900	5587.60	

							53842.00	

Mustang Public Schools

Document 0260
Bread 24-25 SY
7/1/2024 thru 6/30/2025
Premier USF

Mar 15, 2024

2.16

9639105 * 10/24 oz 18.56 + *3.06 8g WG/svg Flowers

Option 2

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
bread 00007031	Bread, Loaf, White Whole Grain	7716 673	loaf bread, white whole grain, must have "whole grain" stamp on package stating that product has 8g or more of whole grain per svg	10/24 oz. 24 oz	5290	27.68 + *3.06 3.07	1,626.14 #162,614	1 Bread Hilltop Hearth made by Flowers
bread 00007012	Buns, Hamburger, White Whole Grain	7122 406	hamburger buns, white whole grain Must have "whole grain" stamp on pkg stating that the product has 8g or more of whole grain per svg	8/12/2.08 oz 12 ct	13950	18.04 + *3.06 2.64	294345	16g WG/svg. 2 CN Flowers
bread 00007002	Buns, Hot Dog, White Whole Grain	6809 602	hot dog buns, white whole grain Must have "whole grain" stamp on pkg stating the product has 8g or more of whole grain per serving	12/12/2 oz. 16 ct	2440	24.42 + *3.06 2.29		2 Bread Flowers

Diff pack size

* Remember get Shore up credits based on sites earned Avg. order size

All Frozen

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

US Foods

Organization/Vendor Name

Mike Walls VP National Sales

Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official

Title of Official

Signature

9/18/24

Date

STANDARD FORM-LLL

N/A

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
☐Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:**	7. **Federal Program Name/Description:** CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)* $ _____
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)*	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** (*check all that apply*) $ _____ ☐ Actual ☐ Planned 12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone Number: _____ Date: _____

Federal Use Only:	Authorized for Local Reproduction

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF Oklahoma

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Mike Walls
(Contractor, Supplier, Engineer, or Architect)

US Foods
Vendor/Company Name

Attested to before me this 4/18 day of 24 ,

SANDRA K COKER
Notary Public, State of Oklahoma
Commission # 20009766
My Commission Expires 08-12-2024

Sandra K. Coker
Notary Public (or Clerk or Judge)

My Commission Expires: 08-12-2024

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Mike Walls a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 10 day of May 2024

Signed: [signature]

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

April 25, 2024

Kay Rainwater
Child Nutrition Department
Mustang Public Schools
12400 S.W. 15th St
Yukon, OK 73099

RE: Mustang Public Schools Bread Bid 2023-2024 School Year

Dear Kay Rainwater,

Enclosed please find Bimbo Bakeries USA's bid on fresh baked bread for the 2024-2025 school year.

Item No.	UPC	Description	Price	# Tray
3239	71673-01212	Food Service Whole Grains Bread 24oz	$3.14	10
3447	78700-80021	Food Service Whole Grains Hamburger Buns 12 ct	$3.36	5
4266	78700-80070	Food Service Whole Grains Hot Dog Buns 16 ct	$4.47	5

(7939)

Orders should be placed 7 days in advance using our web ordering platform. To reduce the possibility of cuts to your order, please order by full tray for each order. New for this year, our whole grain products will have a fresh for longer formula extending their shelf life from 13 days to 21 days.

Discounted Price

If Mustang agrees to receive delivery at the 4 secondary schools only (1 High Schools and 3 Middle Schools), BBU will offer the below pricing.

Item No.	UPC	Description	Price	# Tray
3239	71673-01212	Food Service Whole Grains Bread 24oz	$2.69	10
3447	78700-80021	Food Service Whole Grains Hamburger Buns 12 ct	$2.88	5
4266	78700-80070	Food Service Whole Grains Hot Dog Buns 16 ct	$3.82	5

(7930)

Please contact me if you have any questions.

Sincerely,

Rosalie Szabo, Food Service Bid Manager
Bimbo Bakeries USA
244 Clayton Forest Road
Kernersville, NC 27284
804-295-9328
Rosalie.szabo@grupobimbo.com

Mustang Public Schools

Document 0260
Bread 24-25 SY
7/1/2024 thru 6/30/2025
Bimbo Bakeries USA/Earthgrains

Mar 25, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
bread 00007031	Bread, Loaf, White Whole Grain	3239	loaf bread, white whole grain, must have "whole grain" stamp on package stating that product has 8g or more of whole grain per svg	24 oz	5290	$3.14 **$2.89	$16,610.60 **$15,288.10	Item 3239 UPC 71673-01212 Tray Count = 10
bread 00007012	Buns, Hamburger, White Whole Grain	3447	hamburger buns, white whole grain Must have "whole grain" stamp on pkg stating that the product has 8g or more of whole grain per svg	12 ct	13950	$3.36 **$2.88	$46,872 **$40,176	Item 3447 UPC 78700-80021 Tray Count = 5
bread 00007002	Buns, Hot Dog, White Whole Grain	4266	hot dog buns, white whole grain Must have "whole grain" stamp on pkg stating the product has 8g or more of whole grain per serving	16 ct	2440	$4.47 **$3.82	$10,906.80 **$9,320.80	Item 4266 UPC 78700-80070 Tray Count = 5

Orders should be placed 7 days in advance using our web ordering platform. To reduce the possibility of cuts to your order, please order by full tray for each order.

Fresh for longer formula extending their shelf life from 13 days to 21 days

**Discounted pricing is for delivery to 4 drop locations at the high school and 3 middle schools only.

STANDARD FORM-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☒ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☒ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☒ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
Bimbo Bakeries USA ☐ Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:** Mustang Schools	7. **Federal Program Name/Description:** Bread Bid CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)* $ _____
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)* No Lobbying	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** *(check all that apply)* $ _____ ☐ Actual ☐ Planned	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____
12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: Rosalie Szabo Print Name: Rosalie Szabo Title: Food Service Bid Manager Telephone Number: 804-295-9328 Date: 4/25/24

Federal Use Only:	Authorized for Local Reproduction

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Bimbo Bakeries USA

Organization/Vendor Name

Rosalie Szabo, Food Service Bid Manager

Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Mustang Schools

Name of Institution/SFA Official

Title of Official

Signature

4/25/24

Date

NONKICKBACK AFFIDAVIT FORM

STATE OF ~~OKLAHOMA~~ North Carolina)
) SS
COUNTY OF Forsyth)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

(Contractor, ~~Supplier, Engineer~~, or Architect)

Bimbo Bakeries USA
Vendor/Company Name

Attested to before me this 8 day of April, 2024

LOGAN DECOSKEY
NOTARY PUBLIC
Forsyth County
North Carolina
My Commission Expires 10/24/27

Notary Public (or Clerk or Judge)

My Commission Expires: 10/24/27

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF Forsyth]

I, Rosalie Szabo of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Bimbo Bakeries USA (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

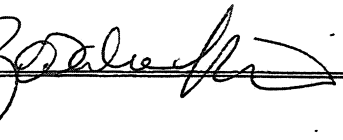
That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant 

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 8 day of April, 2024.

(SEAL)


Notary Public

My Commission Expires: 10/24/27

LOGAN DECOSKEY
NOTARY PUBLIC
Forsyth County
North Carolina
My Commission Expires 10/24/27

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF Oklahoma]

I, Mike Walls of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of US Foods (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Mike Walls

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 22 day of April, 2024.

SANDRA K COKER
(SEAL) Public, State of Oklahoma
Commission # 20009766
My Commission Expires 08-12-2024

Sandra K. Coker
Notary Public

My Commission Expires: 08-12-2024

BID AWARD MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittinger Assistant Superintendent,Operations

From: Kay Rainwater Child Nutrition Director

Date: June 10,2024

Bid # 25-057-04

Project Description: Extermination

Recommended Bidder: Duncan's Pest Control

Recommended Bid Amount: 7104.00 **Fund:** 11 **Project:** _____

Annual Bid: ☑ **One-Time Bid:** ☐ **(check one)**

Discussion, motion and possible action to award the bid for the project as described above to the recommended bidder. If the recommended bid is not the lowest bid, the rationale for recommending a different bidder will be described below. If additional documents are required after the award such as bonds or insurance then the Board, upon awarding the bid, grants to the Superintendent the authority to execute the contract upon receipt of the required documents.

Bid Discussion:

Three extermination service bids were sent to the following companies : Duncan's Pest Control, Hobb's Pest Control and Allstate Termite & Pest Solutions

Duncan's Pest Control - $7104.00 Annually
Allstate Termite & Pest Solutions - $9120.00 Annually
Hobb's Pest Control - No Bid

I am recommending we accept Duncan's bid again for the 24/25 school year.

MUSTANG PUBLIC SCHOOLS

Bid Tabulation Sheet

Date and Time of Bid Opening: April 17,2024 10:00 am

Location of Bid Opening: CN Office

Bid Number: 25-057-04

Bid Project: Extermination

Bidder Name	Received On Time?	Conforms To Bid Specs?	Affidavits Signed?	Total Bid Amount	Bid to Recommend
Duncan	yes	yes	yes	$ 7,104.00	Y
Allstate Pest Solutions	yes	yes	yes	$ 9,120.00	
Hobbs No Bid					

If the lowest bid is not recommended, additional documentation explaining the recommendation will be attached.

School Officials Present at Bid Opening:

Name: Kay Rainwater Signature: Kay Rainwater

Name: Kim Novotny Signature: Kim Novotny

Revised: 05/09/2024

DUNCAN'S PEST CONTROL

PO Box 93 Blanchard, Ok 73010

(405) 942-6010 (405) 823-1574

SINCE 1927 LICENSE #0031

Mustang Child Nutrition Service
12400 SW 15
Yukon, OK 73099
April 1, 2024

RE: Copy of proposed bid for treatment of Mustang School Cafeterias for school year 2024-2025 Pursuant to your request for pest control bids, Duncan's Pest Co. offers the following bids for Mustang Public School Cafeterias.

PACKAGE PRICE FOR 15 CAFETERIAS AND FOOD SERVICE WAREHOUSE:

$592.00 per month for all locations 7104.00 annually

Duncan's Pest Control is owner-operated, operating continuously since 1927, and maintained registration, licensing, and certification with the Oklahoma Department of Agriculture.

This bid covers general pest control for the cafeterias as well as rodent control, but excludes bedbugs, ticks, and fleas,. In the unlikely event these occur, they can be treated as needed under a separate bid.

We pledge to take great lengths to inspect the cafeterias each time when we treat the facility. If we see anything that needs addressing, we will bring it to the attention of the cafeteria manager or the Child Nutrition office. Similarly, we ask to be notified immediately if a pest or rodent problem occurs. This will ensure we can address the problem quickly, usually within 24 hours.

We will also leave a copy of the invoice at each location stating the date, time, and chemical / rodent control used. In the past we serviced the cafeterias after school hours or on Saturdays. This worked well for all parties concerned.

All chemicals and baits used are labeled for food processing areas. Under no circumstance will we violate labeling instructions on the material.

Please contact us at (405) 942-6010 or (405) 823-1574 if you have any questions about this bid. We look forward to servicing Mustang Schools for many more years to come. We pledge to give the same courteous, professional service as we have in the past.

Stephen Ussery,
Owner

OKLAHOMA
Agriculture, Food
and Forestry

Oklahoma Department of Agriculture Internet Site

Company Type: Commercial
License #: 31
Company Name: DUNCANS PEST CONTROL
Address: 2607 N MAIN ST
City, State, Zip: BLANCHARD, OK 73010
Phone: (405) 942-6010
Expiration Date: 9/30/2024

Categories: 7A

THIS WILL RENEW IN SEPTEMBER, 2024, AND I WILL SEND YOU A COPY OF THE NEW LICENSE.

STANDARD FORM-LLL

Not Applicable

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
☐ Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:**	7. **Federal Program Name/Description:** CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)* $ _____
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)*	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** *(check all that apply)* $ _____ ☐ Actual ☐ Planned	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other *(specify)* _____
12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone Number: _____ Date: _____

Federal Use Only:	Authorized for Local Reproduction

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Stephen M. Wisery
(Contractor, Supplier, Engineer, or Architect)

Duncan's Pest Control
Vendor/Company Name

Attested to before me this 1st day of April 2024.

HALEY BROYLES NOTARY PUBLIC STATE OF OKLAHOMA MCCLAIN COUNTY # 23005925 EXP. 4/28/27

Notary Public (or Clerk or Judge)

My Commission Expires: 4/28/27

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Duncan's Pest Control
Organization/Vendor Name

Stephen M. Ussery
Name(s) and Title(s) of Authorized Representative(s)

Shirl A. Ussery
Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official

Title of Official

Stephen M Ussery
Signature

Date

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF McClain]

I, Stephen M Ussery of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Vanegas Pest (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Stephen M Ussery

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 1st day of April, 2024.

(SEAL)

Haley Broyles
Notary Public

My Commission Expires: 4/18/2027

HALEY BROYLES
NOTARY PUBLIC
STATE OF OKLAHOMA
MCCLAIN COUNTY
23005925
EXP. 4/18/27

ALLSTATE TERMITE AND PEST SOLUTIONS
Shady Point, OK Tulsa, OK Moore, OK North Little Rock, AR

(888) 656-6284

Mustang Public Schools Child Nutrition Pest Control Bid

Mustang High School	$85/month
Mustang South Middle School	$45/month
Mustang North Middle School	$45/month
Mustang Central Middle School	$45/month
Horizon Intermediate School	$45/month
Canyon Ridge Intermediate School	$45/month
Meadow Brook Intermediate School	$45/month
Valley Elementary	$45/month
Mustang Elementary	$45/month
Lakehoma Elementary	$45/month
Trails Elementary	$45/month
Creek Elementary	$45/month
Centennial Elementary	$45/month
Prairie View Elementary	$45/month
Riverwood Elementary	$45/month
Mustang Schools Warehouse	$45/month
Total Annual Amount	**$9120 annually**

MUSTANG PUBLIC SCHOOLS

Empowering Today to Achieve a Better Tomorrow
Child Nutrition
12400 SW 15th St. Yukon, OK 73099

Date: March 15, 2024

Allstate Termite & Pest Solutions
2601 N Moore Ave.
Moore, OK 73160

Mustang Public Schools Child Nutrition Department is seeking annual bids for kitchen extermination services for the 2024-2025 school year. Bid openings will be at the Child Nutrition Office at 10:00 a.m. April 17, 2024. If mailing, please mail to Mustang Public Schools. 12400 S.W. 15th St. Yukon, 0K 73099. Attention: Kay Rainwater, Child Nutrition, to receive in my office by the above date and time. Effective bid dates are from July 1, 2024 through June 30, 2025.

If you would like to schedule a time to look over a few of our kitchens, I would recommend looking at one school at each level (high, middle, intermediate, elementary) and the warehouse, to get a good idea of the size of areas you would be servicing. Please look at the attached address list and call or email a manager at the different levels to schedule a time to stop by.

Qualified bidder must be a certified applicator, meaning an individual who is certified under 7 USC 136(i) of the Federal 145 Insecticide, Fungicide and Rodenticide Act and/or by the Oklahoma State Department of Agriculture as authorized to use or supervise the use of any pesticide that is classified for restricted use.

The contracted vendor will be responsible for safe, effective prevention and extermination of rodents (rats & mice) and insects in 15 food service production sites and in a warehouse where dry goods are stored - on a monthly basis. (see attached address list)

The contracted vendor will arrive after schools are vacated. Accounts will be established with each site, and invoices will be left in each kitchen for work done. Pesticides will be applied safely, rodent and insect monitoring stations will be clean and adequately serviced and correctly sited, rodent monitoring stations will be securely fixed and locked where necessary, additional baits/traps will be laid when identified as necessary, and necessary recommendations on preventative actions should be relayed to Child Nutrition Director.

Same or next day response time is expected when vendor is called out on an issue.

Bid award will not be based solely on the lowest price. Award will go to bidder with the best overall proposal including services provided and compliance of product. Mustang Board of Education reserves the right to reject or accept any bid. If you have any questions, please call the Child Nutrition Office at 376-7317.

Buy American - Schools such as Mustang, participating in the federal school meal programs, are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic commodity or product means an agricultural commodity that is produced in the US and a food product that is processed in the US substantially (at least 51%) using agricultural commodities that are produced in the US. While rare, 2 exceptions may exist when: 1) the product is not produced or manufactured in the US in sufficient, reasonable or available quantities of a satisfactory quality, such as bananas and pineapple and 2) competitive proposals reveal the cost of a domestic product is significantly higher than a non-domestic product.

Equal Opportunity and Discrimination - The vendor certifies that it is 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 vendor assures 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. (FORMAL CONTRACTS OF $10,OOO OR MORE)

Termination for Cause information - The contract will be effective from 7/1/24 to 6/30/25, subject to the right of the District to terminate the contract upon giving sixty (60) days written notice, should Mustang Public Schools determine the Contractor is not performing with the provisions and intent of this agreement.

Upon receipt of termination notice, the bidder shall have twenty (20) days to correct noncompliance issues. If compliance is achieved, as determined by Mustang Public Schools, termination will be cancelled.

Nonkickback Affidavit - Please note that Oklahoma statute 62 0.S. §310.9 requires a signed and notarized nonkickback affidavit (attached form) on every purchase order of $25,000 or more. The affidavit is to be signed by the person or persons authorized to accept payment on behalf of the architect, contractor, engineer, or supplier. Bidder should also include the completed Non-Collusion Affidavit and Statement of Compliance provided.

Debarment or Suspension - We are prohibited from contracting with an individual or company that has been debarred or suspended in accordance with 2 CFR § 180, as adopted and modified by USDA regulations at 2 CFR §417. This prohibition does not extend to contracts in existence at the time of the debarment or suspension or to most contracts under $25,000. Rather, it applies to new contracts and

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

(Contractor, Supplier, Engineer, or Architect)

Allstate Termite & Pest Solutions
Vendor/Company Name

Attested to before me this 11th day of April,

ASHLEY WILLIS
Notary Public - State of Oklahoma
Commission Number 23011125
My Commission Expires Aug 17, 2027

Notary Public (or Clerk or Judge)

My Commission Expires: Aug 17, 2027

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

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(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Allstate Termite + Pest Solutions
Organization/Vendor Name

Travis Cle VP
Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official	Title of Official
Travis Cle	4/9/2024
Signature	Date

STANDARD FORM-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☒ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☒ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☒ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
Allstate Termite & Pest Solutions ☒ Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:** N/A	7. **Federal Program Name/Description:** N/A CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)* N/A	9. **Award Amount:** *(if known)* $ N/A
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)* N/A	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** *(check all that apply)* $ N/A ☐ Actual ☐ Planned 12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: Travis Eller Title: VP Telephone Number: 918-963-2287 Date: 4/9/24

Federal Use Only:	Authorized for Local Reproduction

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF _____]

I, Travis Clem of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Allstate Termite & Pest Solutions (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 11 day of April, 2024.

(SEAL) ASHLEY WILLIS
Notary Public - State of Oklahoma
Commission Number 23011125
My Commission Expires Aug 17, 2027

Ashley Willis
Notary Public

My Commission Expires: Aug 17, 2027

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Travis Chen, a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 9th day of April, 2024.

Signed: Travis Chen

Travis Chen

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

BID AWARD MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittinger Assistant Superintendent,Operations

From: Kay Rainwater Child Nutrition Director

BID # 25-057-05

Date: June 10,2024

Project Description: Dish-machine/Chemical Supplies

Recommended Bidder: Classic Paper

Recommended Bid Amount: 34,240.32 **Fund:** 11 **Project:** _____

Annual Bid: ☑ **One-Time Bid:** ☐ **(check one)**

Discussion, motion and possible action to award the bid for the project as described above to the recommended bidder. If the recommended bid is not the lowest bid, the rationale for recommending a different bidder will be described below. If additional documents are required after the award such as bonds or insurance then the Board, upon awarding the bid, grants to the Superintendent the authority to execute the contract upon receipt of the required documents.

Bid Discussion:

Three bids were sent to the following companies : Classic Paper, Auto-Chlor and Brady

Classic Paper	$34240.32
Brady	$40787.58
Auto-Chlor -	No Bid

I am recommending we accept Classic Paper's Bid for the 24/25 school year

MUSTANG PUBLIC SCHOOLS

Bid Tabulation Sheet

Date and Time of Bid Opening: April 30,2024 10:00 am

Location of Bid Opening: CN Office

Bid Number: 25-057-05

Bid Project: Dish Machine/Chemical Supplies

Bidder Name	Received On Time?	Conforms To Bid Specs?	Affidavits Signed?	Total Bid Amount	Bid to Recommend
Classic Paper	yes	yes	yes	$ 34,240.32	Y
Brady	yes	yes	yes	$ 40,787.58	
Auto~Chlor No Bid					

If the lowest bid is not recommended, additional documentation explaining the recommendation will be attached.

School Officials Present at Bid Opening:

Name: Kay Rainwater Signature: Kay Rainwater

Name: Kim Novotny Signature: Kim Novotny

Revised: 05/09/2024

MUSTANG PUBLIC SCHOOLS

Empowering Today to Achieve a Better Tomorrow

Child Nutrition

12400 SW 15th St, Yukon, OK 73099

t. 405-376-7317

March 25,2024

Classic Paper Supply Inc.
4118 Will Rogers Parkway
Oklahoma City, OK 73108

Mustang Public Schools is seeking proposals from qualified bidders for Dish Machine and Chemical Supplies products through competitive bidding from July 1, 2024 through June 30, 2025, with the possibility of annual renewal for up to three years – June 30, 2024 (1 year), June 30, 2025 (year 2), June 30, 2026(year 3). This contract will be awarded on an ALL or NONE basis.

Mustang schools is seeking:

Installation and service of dish machine dispensing equipment with monthly delivery of automatic dishwasher products (detergent, rinse and sanitizer) at all sites. Dish machines shall be checked for proper operation. If issues are found, quickly reported back to Child Nutrition Office.

Installation and service of hand dishwashing dispensing equipment as required for 3-tub sinks with monthly delivery of pre-measured detergent and sanitizer products for hand dishwashing for sinks at all sites. (Currently using Dawn Dish Soap for 1st sink and would like same or something equal to)

Installation and service of mop sink dispensing equipment with monthly delivery of pre-measured detergent for mop sink at all sites.

Provide proper chemicals for cleaning cafeteria tables and equipment and food prep tables monthly at all sites.

Provide pre-measured laundry detergent and destainer for washing machines monthly at all sites. (Currently using Tide Pods and would like same or equal to)

Any holes drilled to accommodate equipment installation shall be repaired at the end of service at equipment pick up.

You are welcome to come look at our facilities and see what we are needing. Also if you'd like to demonstrate a product such as floor cleaner, that would be ok, but arrangements need to be made with the cafeteria manager beforehand, and you will be required to check in at the front office. I will attach an address list including manager name and phone number. Leave a message and she will return your call if no answer.

If your company is interested, please submit the information requested in this Request for Proposal (RFP) to Mustang Child Nutrition Office, 12400 S.W. 15th St., Yukon, OK 73099, or mail to Mustang Public Schools, 12400 S.W. 15th St., Yukon, OK 73099, attn.: Kay Rainwater, Child Nutrition Director, to be received in my office by April 30,2024 at 10:00 am.

Vendors will establish accounts and make deliveries to each kitchen site (15). Each school should be billed separately. Deliveries will be made on school days between 6:00 a.m. and 2:00 p.m. We will expect product and service to each kitchen no less than one time per month on a regular schedule. If low on product, or an ordering or delivery error occurs and more products are needed, a hot shot delivery would be expected.

Bids should be submitted on the enclosed form. Bidder must write the brand name, pack size and price of each item listed in order for the bid to be considered. If you have any questions, please call the Child Nutrition Office at (405)376-7319. Bidder should include the completed Non-Kickback Affidavit, Non-Collusion Affidavit and Statement of Compliance provided and any other forms provided that pertain.

The three sites listed have the following issues: Mustang Valley, 3001 S. Morgan Rd., cannot accept deliveries during bus arrival (between 7:30 a.m. and 8:00 a.m.), Canyon Ridge Intermediate cannot accept deliveries between 10:35 a.m. and 12:25 p.m. and Mustang Middle School, 1145 S. Heights Drive, cannot accept deliveries between 11:15 a.m. and 1:30 p.m.

Buy American - Schools such as Mustang, participating in the federal school meal programs, are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic commodity or product means an agricultural commodity that is produced in the US and a food product that is processed in the US substantially (at least 51%) using agricultural commodities that are produced in the US. While rare, 2 exceptions may exist when: 1) the product is not produced or manufactured in the US in sufficient, reasonable or available quantities of a satisfactory quality, such as bananas and pineapple and 2) competitive proposals reveal the cost of a domestic product is significantly higher than a non-domestic product.

Equal Opportunity and Discrimination - The vendor certifies that it is 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 vendor assures 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. (FORMAL CONTRACTS OF $10,000 OR MORE)

Termination for Cause information - The contract will be effective from 7/1/24to 6/30/25, subject to the right of the District to terminate the contract upon giving sixty (60) days written notice, should Mustang Public Schools determine the Contractor is not performing with the provisions and intent of this agreement.

Upon receipt of termination notice, the bidder shall have twenty (20) days to correct noncompliance issues. If compliance is achieved, as determined by Mustang Public Schools, termination will be cancelled.

Nonkickback Affidavit - Please note that Oklahoma statute 62 O.S. §310.9 requires a signed and notarized nonkickback affidavit (attached form) on every purchase order of $25,000 or more. The affidavit is to be signed by the person or persons authorized to accept payment on behalf of the architect, contractor, engineer, or supplier. Bidder should also include the completed Non-Collusion Affidavit and Statement of Compliance provided.

Debarment or Suspension - We are prohibited from contracting with an individual or company that has been debarred or suspended in accordance with 2 CFR §180, as adopted and modified by USDA regulations at 2 CFR §417. This prohibition does not extend to contracts in existence at the time of the debarment or suspension or to most contracts under $25,000. Rather, it applies to new contracts and extensions or renewals of existing contracts of $25,000 or more and to contracts for audit services, regardless of amount.

The Mustang School Board of Education reserves the right to accept or reject all or part of any bid. The decision of the board shall be final.

We appreciate your efforts in submitting a bid to Mustang Public Schools, and are looking forward to doing business with your company.

Sincerely,

Kay Rainwater

Kay Rainwater
Child Nutrition Director
(405) 376-7319
e-mail: rainwatern@mustangps.org

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Classic Paper Supply, Inc

Organization/Vendor Name

Jacob Strassle, Managing Partner

Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official	Title of Official
Signature	4-18-24 Date

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF)
Oklahoma

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

(Contractor, Supplier, Engineer, or Architect)

Classic Paper Supply, Inc
Vendor/Company Name

Attested to before me this 18th day of April, 2024

SHANNAN BROWN NOTARY # 17006939 EXP. 07/28/25 PUBLIC STATE OF OKLAHOMA

Notary Public (or Clerk or Judge)

My Commission Expires: 7/28/25

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF Oklahoma]

I, Jacob Strassle of lawful age and being first duly sworn upon oath, **state that I am the designated agent, officer or official of** Classic Paper Supply Inc **(hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:**

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 18 day of April, 2024.

(SEAL) SHANNAN BROWN NOTARY PUBLIC # 17006939 EXP. 07/28/25 STATE OF OKLAHOMA

_____
Notary Public

My Commission Expires: 7/28/25

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Jacob Strassle / Classic Paper Supply Inc volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 18 day of April, 2024.

Signed: _____

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

Mustang Public Schools

Document 0261
Dishmachine/Chemical Supplies 24-25
7/1/2024 thru 6/30/2025
Classic Paper Supply Inc.

Mar 15, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes
chem 00000625	Chemical Chlorine Test Strips		100 test strips per tube. Measures from 10 to 200ppm	100/tube	15	$12.00	$180.00	#TP-200
chem 00000624	Chemical Quat Test Paper		QT-10 quat test paper, 400 PPM	10 rolls/box	15	$9.00	$135.00	#TP-QT10
chem 00000363	Chemical, Bleach, Clorox Germacidal		Clorox germicidal bleach	3/121 oz bottles	15	$21.46	$321.90	#CL030966CT
chem 00000334	Chemical, Clean Quik Sanitizer Broad		Clean quick sanitizer broad range quat with test strip	3/ 1 gal	34	$69.83	$2,374.22	#PGC07535
chem 00000330	Chemical, Comet Disinfecting Cleaner/w bleach		Comet disinfecting cleaner with bleach	3/1 gal	30	$63.85	$1,915.50	#PGC22570CT
chem 00000335	Chemical, Commer. Dishwasher Detergent		Dishwasher Detergent, Fury, 5 Gal. or like	5 gal	100	$50.00	$5,000.00	#P215-5
chem 00000329	Chemical, Dawn Manual Pot & Pan Detergent		Dawn manual pot & pan detergent dilution control	4/1 gal	25	$69.22	$1,730.50	#PGC57445CT
chem 00000344	Chemical, De-limer, Hvy Dty Descaler		Delimer heavy duty descaler	4/ 1 gal	25	$61.96	$1,549.00	#BET2480400
chem 00000570	Chemical, Enzyme Cleaner, Ocean Mist MB01C4G		For drain odor, Ocean Mist enzyme cleaner	1 gallon	20	$56.79	$1,135.80	#BET26000400
chem 00000332	Chemical, P& G Pro Line Heavy Duty Spray Cleaner		P&G Pro Line #64 Heavy Duty Spray Cleaner	4/1 gal ~~2/1 gal~~	15	72.00	1,080.00	5/3/24 contacted J. Strassle for price see attached NKR
chem 00000331	Chemical, Spic & Span 3 in 1 dsft clnr		Spic & Span 3-in-1 disinfectant cleaner all purpose dilution control	2/1 gal	50	$97.41	$4,870.50	#PGC32538
chem 00000333	Chemical, Spic & Span Liquid Floor Clnr		Spic & Span Liquid floor cleaner dilution control	3/ 1 gal	30	$74.35	$2,230.50	#PGC02001
chem 00000362	Chemical, Spotbuster Mach Rinse Additive		machine rinse additive	5	75	$55.00	$4,125.00	#H0932-5
chem 00000520	Chemical, Stainless Steel Cleaner Polish		Stainless Steel cleaner, polish in 20 oz aerosol cans	12/20 oz	15	$49.21	$738.15	#LX-2003
chem 00000340	Chemical, Tide Pods		Sping Meadow Tide pods laundry soap	4/72 ct	75	$89.39	$6,704.25	#PGC91781

Mustang Public Schools

Receive Bid Document: 0261
Dishmachine/Chemical Supplies 24-25
Vendor: Classic Paper Supply Inc.

May 13, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
chem	00000625		Chemical Chlorine Test Strips	100/tube	15	12.0000	180.00	
chem	00000624		Chemical Quat Test Paper	10 rolls/box	15	9.0000	135.00	
chem	00000363		Chemical, Bleach, Clorox Germacidal	3/121 oz bottles	15	21.4600	321.90	
chem	00000334		Chemical, Clean Quik Sanitizer Broad	3/ 1 gal	34	69.8300	2374.22	
chem	00000330		Chemical, Comet Disinfecting Cleaner/w bleach	3/1 gal	30	68.8500	2065.50	
chem	00000335		Chemical, Commer. Dishwasher Detergent	5 gal	100	50.0000	5000.00	
chem	00000329		Chemical, Dawn Manual Pot & Pan Detergent	4/1 gal	25	69.2200	1730.50	
chem	00000344		Chemical, De-limer, Hvy Dty Descaler	4/ 1 gal	25	61.9600	1549.00	
chem	00000570		Chemical, Enzyme Cleaner, Ocean Mist (MB01C4G)	1 gallon	20	56.7900	1135.80	
chem	00000332		Chemical, P& G Pro Line Heavy Duty Spray Cleaner	2/ 1 gal	15	72.0000	1080.00	
chem	00000331		Chemical, Spic & Span 3 in 1 dsft clnr	2/1 gal	50	97.4100	4870.50	
chem	00000333		Chemical, Spic & Span Liquid Floor Clnr	3/ 1 gal	30	74.3500	2230.50	
chem	00000362		Chemical, Spotbuster Mach Rinse Additive	5	75	55.0000	4125.00	
chem	00000520		Chemical, Stainless Steel Cleaner Polish	12/20 oz	15	49.2100	738.15	
chem	00000340		Chemical, Tide Pods	4/72 ct	75	89.3900	6704.25	
							34240.32	

Mustang Public Schools

Page 1

Document 0261
Dishmachine/Chemical Supplies 24-25
7/1/2024 thru 6/30/2025
Brady Industries

Mar 15, 2024

Cat. Item #	Item Description Brand/Product #	Vend Item #	Product Spec	Purchase Unit	Estimate Qty	Quote Per Purchase Unit	Total	Changes/Notes NEW ITEM NUMBERS
chem 00000625	Chemical Chlorine Test Strips		100 test strips per tube. Measures from 10 to 200ppm	100/tube	15	3.55	53.35	TP-101
chem 00000624	Chemical Quat Test Paper		QT-10 quat test paper, 400 PPM	10 rolls/box	15	12.38	185.78	CG1540
chem 00000363	Chemical, Bleach, Clorox Germacidal	CL030966	Clorox germicidal bleach	3/121 oz bottles	15	28.00	420.00	CF1032
chem 00000334	Chemical, Clean Quik Sanitizer Broad	PGC07534	Clean quick sanitizer broad range quat with test strip	3/ 1 gal	34	89.77	3052.29	CQ7534
chem 00000330	Chemical, Comet Disinfecting Cleaner/w bleach	PGC30250	Comet disinfecting cleaner with bleach	3/1 gal	30	76.57	2297.19	CK0202
chem 00000335	Chemical, Commer. Dishwasher Detergent	MB10820B	Dishwasher Detergent, Fury, 5 Gal. or like	5 gal	100	66.85	6685.71	WWMD8 INDIVIDUAL ALL TEMP
chem 00000329	Chemical, Dawn Manual Pot & Pan Detergent	PGC57446	Dawn manual pot & pan detergent dilution control	4/1 gal	25	89.42	2235.66	CG0221
chem 00000344	Chemical, De-limer, Hvy Dty Descaler	CN108519	Delimer heavy duty descaler	4/ 1 gal	25	38.98	974.66	WWMD3
chem 00000570	Chemical, Enzyme Cleaner, Ocean Mist MB01C4G	MB01C4G	For drain odor, Ocean Mist enzyme cleaner	1 gallon	20	12.00	240.00	INDIVIDUAL LIQUID ENZYME CHDAL7
chem 00000332	Chemical, P& G Pro Line Heavy Duty Spray Cleaner	PGC32535	P&G Pro Line #64 Heavy Duty Spray Cleaner	2/ 1 gal	15	61.45	921.85	PURPLE BEAST 108583
chem 00000331	Chemical, Spic & Span 3 in 1 dsft clnr	PGC32535	Spic & Span 3-in-1 disinfectant cleaner all purpose dilution control	2/1 gal	50	141.86	7093.33	CK0211
chem 00000333	Chemical, Spic & Span Liquid Floor Clnr	PGC1569	Spic & Span Liquid floor cleaner dilution control	3/ 1 gal	30	99.76	2992.80	CD0705
chem 00000362	Chemical, Spotbuster Mach Rinse Additive	MB1084081B	machine rinse additive	5	75	68.38	5128.92	INDIVIDUAL ALL TEMP RINSE WWRA5
chem 00000520	Chemical, Stainless Steel Cleaner Polish	LX200320	Stainless Steel cleaner, polish in 20 oz aerosol cans	12/20 oz	15	68.57	1028.57	CO1025
chem 00000340	Chemical, Tide Pods	PGC50978	Sping Meadow Tide pods laundry soap	4/72 ct	75	99.73	7479.99	CG4106

DISCONTINUED IN DILUTION CONTROL BY P&G - OUR PURPLE BEAST WILL REPLACE

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Paul Hall
(Contractor, Supplier, Engineer, or Architect)

BRADY PLUS
Vendor/Company Name

Attested to before me this 29th day of April, 2024

Penni Fowls
Notary Public (or Clerk or Judge)

PENNI FOWLS NOTARY PUBLIC # 23013501 EXP. 10/06/27 STATE OF OKLAHOMA

My Commission Expires: 10/6/27

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Paul Hill A volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 29 day of April, 2024.

Signed: Paul Hill

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF _____]

I, Paul Hill of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Band Plus (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

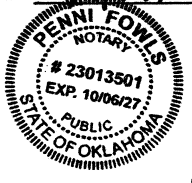
That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Paul Hill

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 29 day of April, 2024.

(SEAL)



Penni Fowls
Notary Public

My Commission Expires: 10/6/27

Mustang Public Schools

Rainwater, Kay <rainwatern@mustangps.org>

2024-2025 School Year BID

2 messages

Dustin Sokolosky <SokoloskyD@curtisequipment.com> Thu, May 9, 2024 at 2:44 PM
To: "Rainwater, Kay" <rainwatern@mustangps.org>

Kay,

Here is the information on all the small wares for the next school year. I hope things are going well with the end of this year winding down. Please let me know if you need anything else. It is my pleasure to help out when and where I can.

Thank you in advance,

Dustin Sokolosky / Consultant

6577 E. 40th St. Tusla, OK 74145

Direct 918-610-2407

Cell 918-289-8342

Fax 918-665-0990

SokoloskyD@CurtisEquipment.com

www.CurtisEquipment.com

Curtis RESTAURANT SUPPLY

2 attachments

Mustang_Public_Schools___Smallwares_2024-2025.pdf
22381K

Signed Documents for 2024-2025 School Year.pdf
2566K

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Curtis Restaurant Supply

May 29, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00015004		Aprons, bib, white, cotton (white bib apron w/adj. ne)	12	14	139.6800	1955.52	
smeq	00015475		Baker's Pad Pan Grabber, Commercial Grade (SanJamar PanGrabber10x11)	1 dozen	13	64.4300	837.59	
smeq	00015092		Brooms, Commercial, Angled, 1" dia. (Rubbermaid FG638906BLA)	1 each	12	13.9830	167.80	
smeq	00015000		Brush, Hand & Nail, brush only (Carlisle Sparta 3623900)	1	3	1.6300	4.89	
smeq	00015140		Bun Pan Rack, Heavy duty, end load (Winco ALRK-20)	1	2	186.2200	372.44	
smeq	00015136		Bun Pans, Sheet pans, (Advance Tabco 18-8A-26-X)	1	12	11.5000	138.00	
smeq	00015179		CamSquare w/Lid - 4 Qt. (CamSq 4SFSCW135&SFC2452)	1	5	9.6200	48.10	
smeq	00016718		CamSquare w/Lid, 12 Qt. (CamSq 12SFSCW135&SFC12453)	1	14	19.0100	266.14	
smeq	00015184		CamSquare w/Lid, 18 Qt (CamSq 18SFSCW135&SFC12453)	1	5	26.3400	131.70	
smeq	00015182		CamSquare w/Lid, 2 Qt. (CamSq 2SFSCW135&SFC2452)	1	5	7.0100	35.05	
smeq	00015183		CamSquare w/Lid, 6 Qt (CamSq 6SFSCW135&SFC6451)	1	7	12.3200	86.24	
smeq	00016711		CamSquare w/Lid, 8 Qt. (CamSq 8SFSPP190&SFC6451)	1	10	11.0600	110.60	
smeq	00000983		CamSquares SFSCW, 22qt w/lids (CamSq 22SFSCW135&SFC12453)	1	5	32.4400	162.20	
smeq	00000982		CamSquares, Lid, Purple fits 12-18-22qt (CamSq SFC12SCPP441)	1	2	4.0100	8.02	
smeq	00000981		CamSquares, Lid, Purple fits 6-8qt (CamSq SFC6SCPP441)	1	4	2.7700	11.08	
smeq	00000986		Camwear Round Container w/Lid, 12 Qt (Camwear RFSCW12135 & Lid)	1	2	25.8700	51.74	
smeq	00015175		Can Opener, Elec., Hvy Duty (Edlund #266/115V)	1	2	933.4000	1866.80	
smeq	00016706		Cart, Lakeside #944, Hvy Duty 3 shelf (Lakeside#730 4SwivelWhls)	1	4	1528.7000	6114.80	
smeq	00000338		Cleaning Cloth, Microfiber (Carlisle 3633402)	1	24	3.2800	78.72	
smeq	00015201		Cutting Board, 12x18 Plastic, white (Browne USA 57361201)	1	1	8.7200	8.72	
smeq	00015250		Disher, #16, (Vollrath #47143)	1 each	1	11.8000	11.80	

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Curtis Restaurant Supply

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00015220		Disher, #8, stainless steel (Vollrath 47140)	1	6	11.8000	70.80	
smeq	00000655		Dust Pan, Lobby Pro, Upright, Black (Rubbermaid FG253100BLA)	1 ea	5	17.1900	85.95	
smeq	00015282		False Bottom Pans, Half-Sz (Vollrath 20200)	1 each	11	20.4400	224.84	
smeq	00016332		False Bottoms, for full sized pans (Vollrath #VOL20000 or lik)	1	6	36.3300	217.98	
smeq	00015185		Food Box, Camwear, 13 gal. (CamWear 18269CW135)	1 each	2	40.6900	81.38	
smeq	00015287		Food Pan, Full Size 2-1/2" (Vollrath 30022 SuperPanV)	1	4	30.5600	122.24	
smeq	00015286		Food Pan, Full Size 4" (Vollrath 30042 SuperPanV)	1	4	40.0600	160.24	
smeq	00016335		Food pan, full sized, 6" deep (Vollrath 30062 SuperPanV)	1	4	56.9800	227.92	
smeq	00015288		Food Pans, Half Size, 4" (Vollrath 30242 SuperPanV)	1	4	28.5200	114.08	
smeq	00000067		Glove, Freezer w/thinsulate (3M GLOVE FRZ THINSULATE)	1 pair	5	29.8900	149.45	
smeq	00015346		Gloves, Freezer, Cotton (RitzChef'sLine CLGLOF20YL)	12 pair	1	61.4400	61.44	
smeq	00016621		Ingredient Bin, Economy, 32 gal. (Cambro IB32148)	1	1	289.8000	289.80	
smeq	00015330		Knife, paring, 3-1/4" blade (Dexter-Russell 40003)	1 each	11	15.9100	175.01	
smeq	00000487		Lid, Full Size, Slotted, S/S (Vollrath 75210)	1	11	33.6900	370.59	
smeq	00015367		Lid, half size, stainless steel (Vollrath 75120)	1	4	15.6800	62.72	
smeq	00015366		Lid, S/S Full Size, for steam table (Vollrath 77250 SuperPanV)	1	4	32.4000	129.60	
smeq	00000921		Lid, S/S Full Size, Hinged for steam table (Carlisle DuraPan 607000H)	1	10	20.9500	209.50	
smeq	00000985		Lid, Silite Bin 36 gal 15x29 (Carlisle BIN36L07)	1 lid	3	75.5700	226.71	
smeq	00016712		Lid, steam table pan, half sz, slotted (Vollrath 75220 SuperPanV)	1	6	16.2000	97.20	
smeq	00015473		Masher, Potato, 24" (TableCraft 7324)	1	1	19.4400	19.44	
smeq	00015370		Meas.cup set, dry, S/S long hndl (Libertyware MEACP)	1 set	2	3.1700	6.34	

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Curtis Restaurant Supply

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00016528		Measuring Cup, Camwear, 2 Quarts (Camwear #200MCCW135)	1	1	12.0600	12.06	
smeq	00016529		Measuring Cup, Camwear, 4 Quarts (Camwear #400MCCW135)	1	4	13.0900	52.36	
smeq	00016428		Measuring Spoons Set, Heavy Duty (TableCraft 722)	1 set	2	6.0400	12.08	
smeq	00015400		Mixer Splash Guard, to fit Hobart Mixer (Splash Cover for H-600T,)	1	1	424.6000	424.60	
smeq	00015420		Mop Heads, looped ends, large (Carlisle 369419B00 FloPac)	1 dozen	1	66.8400	66.84	Purch. Unit has changed
smeq	00015435		Oven Mitts, Hvy Duty, 18" long (SanJamar 17" 800FG17)	1 pair	10	13.3100	133.10	
smeq	00016339		Pail, Kleen-Pail, 6 Qt, Red (SanJamarKleenPailKPP196RD)	1	5	5.9800	29.90	
smeq	00015480		Pizza Cutter, 4" (Dexter Russell P94ZZA-4)	1	6	6.4400	38.64	
smeq	00000153		Sectionizer parts for oranges, Sunkist (S-09 & S-03B for oranges)	1	2	57.5000	115.00	
smeq	00000151		Sectionizer, Apple Corer Set (Sunkist #S-34K)	1 set	1	88.5500	88.55	
smeq	00015341		Sectionizer, Sunkist, Apple Model (SnkistAppleSctionizr S106)	1	1	317.4000	317.40	
smeq	00000139		Sheet Pans, Perforated, Full Sized (Winco ALXP-1826P)	1 each	15	14.3300	214.95	
smeq	00000984		Shelf, Green Epoxy set of 2 (Advance Tabco EG-2160)	2/1 shelf	1	186.7200	186.72	
smeq	00000063		Spoodle, Perforated, 4 oz, Short Handle (Carlisle #4329 Measure Mi)	1	6	8.3800	50.28	
smeq	00016511		Spoodle, Solid, 3 oz, Long Handle (Carlisle MeasMiser437006)	1	6	7.1100	42.66	
smeq	00015678		Spoodle, Solid, 3 oz, Short Handle (CarlisleMeasMiser #432606)	1	2	7.1100	14.22	
smeq	00015671		Spoodle, Solid, 4 oz, Long Handle, SS (Vollrath 62172)	1 each	1	11.8000	11.80	
smeq	00015672		Spoodle, Solid, 6 oz, Long Handle, SS (Vollrath 62177)	1 each	1	12.4200	12.42	
smeq	00000979		Stand, Saddle Bag (Stand,SaddleBag130DPSTAND)	1 each	1	14.9400	14.94	
smeq	00000976		Steam table pan, 2.5" deep, half sz, perforated (BrowneUSA 21212)	1	6	15.5600	93.36	
smeq	00015743		Step Stool, one step, 13.5" tall (Rubbermaid FG252300BLA)	1	1	105.9000	105.90	

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Curtis Restaurant Supply

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00000980		Strainer, Aluminum 10 inch (Winco ASS-10)	1 each	2	13.3800	26.76	
smeq	00016518		Thermometer, pocket, digital, waterproof (TaylorPrecision 9842FDA)	1	26	16.0900	418.34	
smeq	00000974		Tomato Slicer, Aluminum (Winco TTS-188)	1	1	166.7200	166.72	
smeq	00015790		Towels, Bar Mop, 32 oz Ribbed, 16"x19" (Chef Revival 700BRT28)	12	20	13.7600	275.20	
smeq	00015785		Towels, Dish, bleached flour sack, 24"x24" (Chef Revival 703HB)	1 dozen	11	14.0200	154.22	
smeq	00000922		Wet Floor Sign (Thunder Group PLWWFC024)	1	6	7.0400	42.24	
smeq	00015823		Whip, Piano, 10" (BrowneUSA 571210)	1	2	5.4500	10.90	
							18703.34	

Quote

05/09/2024

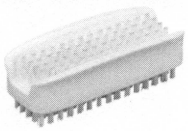
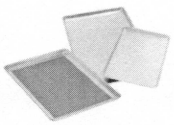
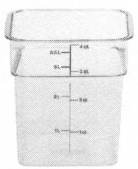
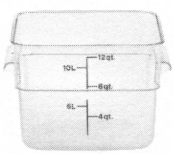
Project:
Mustang Public Schools - Smallwares

From:
Curtis Restaurant Supply - Tulsa
Dustin Sokolosky
6577 E. 40th St.
Tulsa, OK 74145-4516
(918)622-7390
(918)622-7390 (Contact)

Job Reference Number: 40268

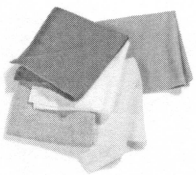
Thank you for the opportunity to provide you with this quote. Manufacturers can change pricing at any time, but they typically provide 30 to 45 days' notice of a price change. This quote is good for 45 calendar days from the date contained on this quote, unless specifically noted otherwise within the quote.

Item	Qty	Description	Sell	Sell Total
1	168 ea	**BIB APRON** John Ritzenthaler Company Model No. 602BAFH-WH Chef Revival® Front-of-the-House Bib Apron, 28" x 25", 3-compartment front pocket, blended twill fabric, white, Chef 24/7®	$11.64	$1,955.52
			ITEM TOTAL:	**$1,955.52**
2	13 dz	**POT HOLDER** CFS Brands Model No. 823TPH Packed 1 dz San Jamar - Pot Holder/Baker's Pad, 10" x 11", protects to 500°F, machine washable, terry cloth	$64.43	$837.59
			ITEM TOTAL:	**$837.59**
3	2 cs	**BROOM** Rubbermaid Commercial Products Model No. FG638906BLA Packed 6 ea Jumbo Smooth Sweep Angle Broom, 1" dia. metal handle, polypropylene fill, black	$83.90	$167.80
			ITEM TOTAL:	**$167.80**
4	3 ea	**BRUSH, HAND & NAIL**	$1.63	$4.89

Item	Qty	Description	Sell	Sell Total
		CFS Brands Model No. 3623900 Packed 24 ea Carlisle - Sparta® Hand & Nail Brush, 3-1/2"L x 1-1/2"W plastic block, double-sided polypropylene bristles, standard color		
			ITEM TOTAL:	**$4.89**
5	2 ea	**UNIVERSAL PAN RACK**	$186.22	$372.44
		Winco Model No. ALRK-20 Sheet Pan Rack, mobile, full height, (20) 18" x 26" or (40) 18" x 13" sheet pans capacity, 700 lb. capacity, (4) 5" swivel rubber casters, 3" runner spacing, aluminum, KD, NSF (Qty Break = 1 each)		
			ITEM TOTAL:	**$372.44**
6	12 ea	**BUN / SHEET PAN**	$11.50	$138.00
		Advance Tabco Model No. 18-8A-26-X Packed 12 ea Special Value Bun Pan, full size, 18 ga. aluminum, standard (must purchase in multiples of 12)		
			ITEM TOTAL:	**$138.00**
7	5 ea	**FOOD STORAGE CONTAINER**	$7.52	$37.60
		Cambro Model No. 4SFSCW135 Packed 6 ea CamSquare® Food Container, 4 qt., 7-1/4"L x 7-1/4"W x 7-3/8"H, red graduation, polycarbonate, dishwasher safe, resists stains & odors, clear, NSF		
	5 ea	2 year warranty		
	5 ea	SFC2452 Food Pan Seal Cover, for 2 & 4 qt. containers, polyethylene, Kelly green, NSF	$2.10	$10.50
			ITEM TOTAL:	**$48.10**
8	14 ea	**FOOD STORAGE CONTAINER**	$15.21	$212.94
		Cambro Model No. 12SFSCW135 Packed 6 ea CamSquare® Food Container, 12 qt., 11-1/4"L x 12-1/4"W x 8-5/16"H, with handles, red graduation, polycarbonate, dishwasher safe, resists stains & odors, clear, NSF		
	14 ea	2 year warranty		
	14 ea	SFC12453 Cover, for 12, 18 & 22 qt. containers, polyethylene, blue, NSF	$3.80	$53.20
			ITEM TOTAL:	**$266.14**
9	5 ea	**FOOD STORAGE CONTAINER**	$22.54	$112.70

Item	Qty	Description	Sell	Sell Total
		Cambro Model No. 18SFSCW135 Packed 6 ea CamSquare® Food Container, 18 qt., 11-1/4"L x 12-1/4"W x 12-5/8"H, with handles, red graduation, polycarbonate, dishwasher safe, resists stains & odors, clear, NSF		
	5 ea	2 year warranty		
	5 ea	SFC12453 Cover, for 12, 18 & 22 qt. containers, polyethylene, blue, NSF	$3.80	$19.00
			ITEM TOTAL:	**$131.70**
10	5 ea	**FOOD STORAGE CONTAINER**	$4.91	$24.55
		Cambro Model No. 2SFSCW135 Packed 6 ea CamSquare® Food Container, 2 qt., 7-1/4"L x 7-1/4"W x 3-7/8"H, red graduation, polycarbonate, dishwasher safe, resists stains & odors, clear, NSF		
	5 ea	2 year warranty		
	5 ea	SFC2452 Food Pan Seal Cover, for 2 & 4 qt. containers, polyethylene, Kelly green, NSF	$2.10	$10.50
			ITEM TOTAL:	**$35.05**
11	7 ea	**FOOD STORAGE CONTAINER**	$9.71	$67.97
		Cambro Model No. 6SFSCW135 Packed 6 ea CamSquare® Food Container, 6 qt., 8-3/8"L x 8-3/8"W x 7-1/4"H, red graduation, polycarbonate, dishwasher safe, resists stains & odors, clear, NSF		
	7 ea	2 year warranty		
	7 ea	SFC6451 Food Pan Seal Cover, for 6 & 8 qt. containers, polyethylene, winter rose, NSF	$2.61	$18.27
			ITEM TOTAL:	**$86.24**
12	10 ea	**FOOD STORAGE CONTAINER**	$8.45	$84.50
		Cambro Model No. 8SFSPP190 Packed 6 ea CamSquare® Food Container, 8 qt., 8-3/8"L x 8-3/8"W x 9-1/8"H, red graduation, polypropylene, dishwasher safe, resists stains & odors, translucent, NSF		
	10 ea	SFC6451 Food Pan Seal Cover, for 6 & 8 qt. containers, polyethylene, winter rose, NSF	$2.61	$26.10
			ITEM TOTAL:	**$110.60**
13	5 ea	**FOOD STORAGE CONTAINER**	$28.64	$143.20

Item	Qty	Description	Sell	Sell Total
		Cambro Model No. 22SFSCW135 Packed 6 ea CamSquare® Food Container, 22 qt., 11-1/4"L x 12-1/4"W x 15-3/4"H, with handles, red graduation, polycarbonate, dishwasher safe, resists stains & odors, clear, NSF		
	5 ea	2 year warranty		
	5 ea	SFC12453 Cover, for 12, 18 & 22 qt. containers, polyethylene, blue, NSF	$3.80	$19.00
			ITEM TOTAL:	**$162.20**
14	2 ea	**FOOD STORAGE CONTAINER COVER** Cambro Model No. SFC12SCPP441 Packed 6 ea Food Pan Seal Cover, for polycarbonate Camwear® CamSquare® 12, 18 & 22 qt. containers, allergen-free purple, NSF	$4.01	$8.02
			ITEM TOTAL:	**$8.02**
15	4 ea	**FOOD STORAGE CONTAINER COVER** Cambro Model No. SFC6SCPP441 Packed 6 ea Food Pan Seal Cover, for polycarbonate Camwear® CamSquare® 6 & 8 qt. containers, allergen-free purple, NSF	$2.77	$11.08
			ITEM TOTAL:	**$11.08**
16	2 ea	**FOOD STORAGE CONTAINER** Cambro Model No. RFSCW12135 Packed 6 ea Camwear® Storage Container, round, 12 qt., 14-7/8" dia. x 8-3/8"H, withstands temperature of -40° F to 210° F, stain resistant, molded-in handle, durable polycarbonate construction, (covers sold separately), clear, NSF	$18.72	$37.44
	2 ea	2 year warranty		
	2 ea	RFSCWC12135 Camwear® Cover, for 12, 18 & 22 qt. round storage container, clear, polycarbonate, NSF	$7.15	$14.30
			ITEM TOTAL:	**$51.74**
17	2 ea	**CAN OPENER** Edlund Model No. 266/115V Packed 3 ea Can Opener, electric, single speed, recommended usage is up to 75 cans per day, 115v/60/1-ph	$933.40	$1,866.80
	2 ea	1 year limited warranty, standard		
			ITEM TOTAL:	**$1,866.80**
18	4 ea	**CART, UTILITY/BUSSING**	$2,002.73	$8,010.92

Item	Qty	Description	Sell	Sell Total
		Lakeside Manufacturing Model No. 944 Tough Transport® Utility Cart, 3-tier, 39"W x 22-3/4"D x 37-3/8"H, stainless steel construction, open base U-frame with angled stainless steel, 21" x 33" 14-gauge shelves with reinforced edges, 11-3/8" shelf clearance, 1" O.D. tube push handle with bumpers, (2) 6" bumpers riveted to front legs, 1000 lb. capacity, (2) 5" reinforced swivel plate casters & (2) 8" fixed casters with non-marking polyurethane wheels, NSF, Made in USA		
	4 ea	Casters, (2) 5", swivel, (2) 8", fixed, cushion tread, std		
			ITEM TOTAL:	**$8,010.92**
19	24 ea	**MICROFIBER TOWEL & MITTS** CFS Brands Model No. 3633402 Packed 12 ea Carlisle - Microfiber Cleaning Cloth, 16" x 16", polyester/polyimide blend, suede finish, white	$3.28	$78.72
				
			ITEM TOTAL:	**$78.72**
20	1 ea	**CUTTING BOARD** Browne USA Foodservice Model No. 57361201 Cutting Board, 12" x 18" x 1/2", non-skid surface, medium density, dishwasher safe, polyethylene, white, NSF (individually shrink-wrapped)	$8.72	$8.72
			ITEM TOTAL:	**$8.72**
21	1 pk	**CUTTING BOARD** TableCraft Products Model No. CBG1218APK4 Packed 1 pk Cash & Carry Grippy Cutting Board HACCP® Kit, 12" x 18", integrated handle, anti-slip grips, integrated measurements (cm/in), heat, chemical & warp resistant, dishwasher safe, includes (1) of each color: white, green, yellow, red, meets HACCP guidelines, NSF (1 kit minimum order)	$60.77	$60.77
				
			ITEM TOTAL:	**$60.77**
22	1 ea	**STANDARD ROUND BOWL DISHER** Vollrath Model No. 47143 Packed 12 ea Disher, round bowl, size 16 (2 oz. capacity), 2-3/16" bowl dia., 18-8 stainless with one-piece color coded dark blue plastic handle with all-natural antimicrobial NSF, Made in USA, Jacob's Pride® Collection, Limited Lifetime Warranty (Refer to vollrathfoodservice.com for full warranty policy)	$11.80	$11.80
				
			ITEM TOTAL:	**$11.80**
23	6 ea	**STANDARD ROUND BOWL DISHER**	$11.80	$70.80

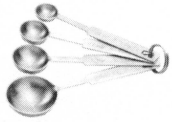
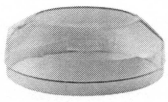
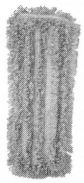
Item	Qty	Description	Sell	Sell Total
		Vollrath Model No. 47140 Packed 12 ea Disher, round bowl, size 8 (4 oz. capacity), 2-13/16" bowl dia., 18-8 stainless with one-piece color coded gray plastic handle with all-natural antimicrobial NSF, Made in USA, Jacob's Pride® Collection, Limited Lifetime Warranty (Refer to vollrathfoodservice.com for full warranty policy)		
			ITEM TOTAL:	**$70.80**
24	5 ea	**LOBBY DUST PAN** Rubbermaid Commercial Products Model No. FG253100BLA Packed 6 ea Lobby Pro™ Upright Dust Pan, 12-3/4"W x 11-1/4"D x 5"H, long handle, durable rear wheels, assembly required, black, Made in USA	$17.19	$85.95
			ITEM TOTAL:	**$85.95**
25	11 ea	**FOOD PAN FALSE BOTTOM** Vollrath Model No. 20200 Packed 6 ea Super Pan V® False Bottom, for steam table pan, 1/2 size, 3/8" drain holes, stainless steel, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$20.44	$224.84
			ITEM TOTAL:	**$224.84**
26	6 ea	**FOOD PAN FALSE BOTTOM** Vollrath Model No. 20000 Packed 6 ea Super Pan V® False Bottom, for steam table pan, 1/1 (full) size, 3/8" drain holes, stainless steel, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$36.33	$217.98
			ITEM TOTAL:	**$217.98**
27	2 ea	**FOOD CONTAINER BOX** Cambro Model No. 18269CW135 Packed 4 ea Camwear® Food Storage Container, 18" x 26" x 9", 13 gallon capacity, dishwasher safe, smooth surface, polycarbonate, clear, NSF	$40.69	$81.38
	2 ea	2 year warranty		
			ITEM TOTAL:	**$81.38**
28	4 ea	**STEAM TABLE PAN, STAINLESS STEEL** Vollrath Model No. 30022 Packed 6 ea Super Pan V® Food Pan, full size, 2-1/2" deep, 8.3 qt capacity, 22 gauge, 300 series stainless steel, reinforced pour corners, reverse formed flattened edges, anti-jamming design, NSF, Made in USA, Jacob's Pride® Collection, Limited Lifetime Warranty (Refer to vollrathfoodservice.com for full warranty policy)	$25.56	$102.24

Item	Qty	Description	Sell	Sell Total
	4 ea	Note: Broken case charge will be applied to quantity less than standard case pack of (6)	$5.00	$20.00
			ITEM TOTAL:	**$122.24**
29	4 ea	**STEAM TABLE PAN, STAINLESS STEEL** Vollrath Model No. 30042 Packed 6 ea Super Pan V® Food Pan, full size, 4" deep, 14 qt capacity, 22 gauge, 300 series stainless steel, reinforced pour corners, reverse formed flattened edges, anti-jamming design, NSF, Made in USA, Jacob's Pride® Collection, Limited Lifetime Warranty (Refer to vollrathfoodservice.com for full warranty policy)	$34.31	$137.24
	4 ea	Note: Broken case charge will be applied to quantity less than standard case pack of (6)	$5.75	$23.00
			ITEM TOTAL:	**$160.24**
30	4 ea	**STEAM TABLE PAN, STAINLESS STEEL** Vollrath Model No. 30062 Packed 6 ea Super Pan V® Food Pan, full size, 6" deep, 22 gauge, 21 qt capacity, 300 series stainless steel, reinforced pour corners, reverse formed flattened edges, anti-jamming design, NSF, Made in USA, Jacob's Pride® Collection, Limited Lifetime Warranty (Refer to vollrathfoodservice.com for full warranty policy)	$51.23	$204.92
	4 ea	Note: Broken case charge will be applied to quantity less than standard case pack of (6)	$5.75	$23.00
			ITEM TOTAL:	**$227.92**
31	4 ea	**STEAM TABLE PAN, STAINLESS STEEL** Vollrath Model No. 30242 Packed 6 ea Super Pan V® Food Pan, 1/2 size, 4" deep, 6.7 qt capacity, 22 gauge, 300 series stainless steel, reinforced pour corners, reverse formed flattened edges, anti-jamming design, NSF, Made in USA, Jacob's Pride® Collection, Limited Lifetime Warranty (Refer to vollrathfoodservice.com for full warranty policy)	$22.77	$91.08
	4 ea	Note: Broken case charge will be applied to quantity less than standard case pack of (6)	$5.75	$23.00
			ITEM TOTAL:	**$114.08**
32	5 ea	**GLOVE, FREEZER** Custom Model No. GLOVE FRZ THINSULATE 3M Thinsulate Insulation 200g Imported 3M Thinsulate Insulation 200g+TPU Waterproof Membrance Winter Gloves for Cycling/Running/Hiking/Daily Work/Motorcycle and various outdoor use 【3M Thinsulate Insulation】200 gram 3M insulation provides extra warmth and continues to insulate even in wet environment,it traps body heat efficiently and provides twice the warmth of other type gloves,highly breathable and moisture-wicking.	$29.89	$149.45
				

Item	Qty	Description	Sell	Sell Total
		Suitable for all kinds cold winter conditions. It provides comfort and keep heat in and snow out, provides reliable weather protection from cold elements. 【Touchscreen & Wear-Resistance】Sensitive touchscreen compatible all thumb finger part, which allows you pick up call when cycling,skiing, snowboarding and riding without taking off the gloves.The ergonomic comfortable palm of the glove is coated with wear-resistant anti-slip nitrile rubber which increases the friction, helping you have a firm grip on the tools. Easy to wipe snow and fog on ski glasses or faces with terry cloth on thumb part. 【Waterproof & Breathable Protection】Outer windproof fabric laminated with a TPU membrane layer, which is water-proof and breathable and prevent daily wear and tear.In the middle of cotton add a TPU Waterproof film, which mades DOUBLE-WATERPROOF effect with good breathability.With warm velvet lining inside, MOREOK ski gloves can keeps your hands dry and allows sweat out, ensuring “dry comfort". 【Durability and Wear-Resistance】MOREOK windproof gloves is designed with adjustable buckle wrist strap and the ELASTIC CUFF closure is effectively prevents against water and snow outside. Adjustable nylon tower buckle could adjusts to the size of your wrist. Extended gloves cuffs improved the windproof and prevent snow or cold air from creeping. **Please designate size when ordering.**		
			ITEM TOTAL:	**$149.45**
33	2 pk	**FREEZER GLOVE** John Ritzenthaler Company Model No. CLGLOF20YL Packed 6 pr Ritz® Chef's Line® Oven Freezer Glove, 10", wrist length, resistant from 350°F to 15°F, 100% aramid fiber exterior (nomex), 100% cotton lining, beige (retail packaging) (must be purchased in case quantities) **6 pair per pack**	$30.72	$61.44
			ITEM TOTAL:	**$61.44**
34	1 ea	**INGREDIENT BIN** Cambro Model No. IB32148 Ingredient Bin, mobile, 32 gallon capacity, molded polyethylene with sliding cover, (4) 3" heavy duty casters (2 front swivel, 2 fixed), with bin securely attached to base plate, white with clear cover, NSF	$289.80	$289.80
			ITEM TOTAL:	**$289.80**
35	11 ea	**PARING KNIFE**	$15.91	$175.01

Item	Qty	Description	Sell	Sell Total
		Dexter Russell Model No. 40003 Packed 4 ea DuoGlide® Paring Knife, 3-3/8", ergonomic design, duo edge, ultra soft textured handle for easier grip, DEXSTEEL™ stain-free, high-carbon steel, NSF Certified, Made in USA		
			ITEM TOTAL:	**$175.01**
36	11 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Vollrath Model No. 75210 Packed 6 ea Super Pan V® Steam Table Pan Cover, stainless, full size, reinforced flat slotted, 20-7/8" x 12-13/16" x 1/2", fits all full size pans, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$33.69	$370.59
			ITEM TOTAL:	**$370.59**
37	4 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Vollrath Model No. 75120 Packed 6 ea Super Pan V® Steam Table Pan Cover, stainless, 1/2 size, reinforced flat solid, 12-5/8" x 10-15/16" x 1/2", fits all half-size pans, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$15.68	$62.72
			ITEM TOTAL:	**$62.72**
38	4 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Vollrath Model No. 77250 Packed 6 ea Super Pan V® Steam Table Pan Cover, stainless, full size, reinforced flat solid, 20-7/8" x 12-13/16" x 1/2", fits all full-size pans, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$32.40	$129.60
			ITEM TOTAL:	**$129.60**
39	6 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** CFS Brands Model No. 607000H Packed 6 ea Carlisle - DuraPan™ Steam Table Pan Cover, full size, solid, flat, center hinged, end handles, dishwasher safe, 24 gauge 18/8 stainless steel	$20.95	$125.70
			ITEM TOTAL:	**$125.70**
40	4 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** CFS Brands Model No. 607000H Packed 6 ea Carlisle - DuraPan™ Steam Table Pan Cover, full size, solid, flat, center hinged, end handles, dishwasher safe, 24 gauge 18/8 stainless steel **Slotted not available in hinge lids.**	$20.95	$83.80
			ITEM TOTAL:	**$83.80**

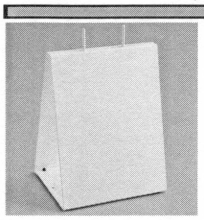
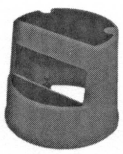
Item	Qty	Description	Sell	Sell Total
41	3 ea	**INGREDIENT BIN LID** CFS Brands Model No. BIN36L07 Carlisle - Ingredient Bin Lid, for BIN36, sliding, polycarbonate, clear, Made in USA	$75.57	$226.71
	3 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
			ITEM TOTAL:	**$226.71**
42	6 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Vollrath Model No. 75220 Packed 6 ea Super Pan V® Steam Table Pan Cover, stainless, 1/2 size, reinforced flat slotted, 12-5/8" x 10-15/16" x 1/2", fits all 1/2 size pans, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$16.20	$97.20
			ITEM TOTAL:	**$97.20**
43	1 ea	**POTATO MASHER** TableCraft Products Model No. 7324 Packed 4 ea Potato Masher, 24" O.A., 6" dia. round face, chrome plated, black texture handle (1 each minimum order)	$19.44	$19.44
			ITEM TOTAL:	**$19.44**
44	2 ea	**MEASURING CUP** Libertyware Model No. MEACP Packed 48 ea Measuring Cup Set, 1/4, 1/3, 1/2 & 1 cup, standard, 26 gauge, stainless steel	$3.17	$6.34
			ITEM TOTAL:	**$6.34**
45	1 ea	**MEASURING CUP** Cambro Model No. 200MCCW135 Packed 12 ea Camwear® Measuring Cup, 2 qt., molded handle, dishwasher safe, polycarbonate, clear, NSF	$12.06	$12.06
			ITEM TOTAL:	**$12.06**
46	4 ea	**MEASURING CUP**	$13.09	$52.36

Item	Qty	Description	Sell	Sell Total
		Cambro Model No. 400MCCW135 Camwear® Measuring Cup, 4 qt., molded handle, dishwasher safe, polycarbonate, clear, NSF		
			ITEM TOTAL:	**$52.36**
47	2 st	**MEASURING SPOON**	$6.04	$12.08
		TableCraft Products Model No. 722 Packed 12 st Measuring Spoon, 4 piece, 1/4, 1/2, 1 Tsp., 1 Tbsp., dishwasher safe, heavyweight stainless steel (1 set minimum order)		
			ITEM TOTAL:	**$12.08**
48	1 ea	**MIXER BOWL ACCESSORIES**	$424.60	$424.60
		Hobart Model No. 00-438082 Mixer Bowl Splash Cover, for 60 quart **Please send Serial number to verify part with manufacturer before ordering.**		
			ITEM TOTAL:	**$424.60**
49	12 ea	**WET MOP HEAD**	$5.57	$66.84
		CFS Brands Model No. 369419B00 Packed 12 ea Carlisle - Flo-Pac® Wet Mop Head, medium, 4 ply, looped-end, washable, non-pre-shrunk, white synthetic/cotton blend yarn with green 1-1/4"W textured polyester band		
			ITEM TOTAL:	**$66.84**
50	24 ea	**DUST MOP**	$13.06	$313.44
		Impact Products Model No. LDPB18 Packed 12 ea Dust Mop Pad, 18", pocket back, long loop, fits 5' metal dust mop frames and handles, microfiber, blue (priced per each; 12 each per bag; 6 bags per case) (minimum order = 12 each) **No size listed. Price is for 18" 24" is listed as an alternate.**		
			ITEM TOTAL:	**$313.44**
50a	24 ea	**DUST MOP**	$15.18	<Alternate>
		Impact Products Model No. LDPB24 Packed 12 ea Dust Mop Pad, 24", pocket back, long loop, fits 5' metal dust mop frames and handles, microfiber, blue (priced per each; 12 each per bag; 6 bags per case) (minimum order = 12 each)		

Item	Qty	Description	Sell	Sell Total
		ITEM TOTAL: <Alternate>		**$364.32**
51	10 pr	**OVEN MITT** CFS Brands Model No. 800FG17 Packed 72 pr San Jamar - BestGuard™ Oven Mitt, 17", temperature range up to 450° F (232° C) for 30 seconds, ambidextrous, Webguard™ protection, fire retardant, clean with damp cloth, tan	$13.31	$133.10
		ITEM TOTAL:		**$133.10**
52	5 ea	**BUCKET** CFS Brands Model No. KPP196RD Packed 12 ea San Jamar - Kleen-Pail® Pro™, 6 qt., rounded corners, molded-in handles, drop handle, embossed lettering, graduated markings, debris catching ribs, raised bottom, trilingual design, dishwasher safe, plastic, meets HACCP guidelines, red, NSF	$5.98	$29.90
		ITEM TOTAL:		**$29.90**
53	6 ea	**PIZZA CUTTER** Dexter Russell Model No. P94ZZA-4 Packed 12 ea Basics® (31631) Pizza Cutter, 4", stain-free, high-carbon steel and black plastic handle	$6.44	$38.64
		ITEM TOTAL:		**$38.64**
54	2 ea	**FRUIT / VEGETABLE WEDGER PARTS** Sunkist Model No. S-09 Plunger Wedger (fits S-3; S-5; S-29; S-30; S-35)	$20.70	$41.40
		ITEM TOTAL:		**$41.40**
54	2 ea	**FRUIT / VEGETABLE WEDGER PARTS** Sunkist Model No. S-03B Blade Cup, with cover, (6) wedge, (fits S-9)	$36.80	$73.60
		ITEM TOTAL:		**$73.60**
55	1 st	**FRUIT / VEGETABLE WEDGER PARTS** Sunkist Model No. S-34K Packed 1 st Apple Corer Set, (6) wedge, (fits S-32 & S-33)	$88.55	$88.55

Item	Qty	Description	Sell	Sell Total
			ITEM TOTAL:	**$88.55**
56	1 ea	**WEDGER** Sunkist Model No. S-106 Complete Sectionizer Unit, manual, (6) cut wedges, core remover, interchangeable blade cups, dishwasher safe, apple, NSF (must use plunger #33)	$317.40	$317.40
			ITEM TOTAL:	**$317.40**
57	15 ea	**BUN / SHEET PAN** Winco Model No. ALXP-1826P Packed 12 ea Sheet Pan, full size, 18" x 26", perforated, 1/8" dia. holes, closed bead, 18 gauge, 3003 aluminum (Qty Break = 12 each)	$14.33	$214.95
			ITEM TOTAL:	**$214.95**
58	2 ea	**WIRE SHELVING** Advance Tabco Model No. EG-2160 Packed 2 ea Special Value Wire Shelving, 60"W x 21"D, heavy duty, green epoxy coated, NSF	$93.36	$186.72
			ITEM TOTAL:	**$186.72**
59	2 ea	**PORTION CONTROL SPOON / LADLE** CFS Brands Model No. 436206 Packed 12 ea Carlisle - Measure Miser®, 2 oz., perforated, 7-1/8" handle, flat bottom, break-resistant, BPA Free, beige, NSF	$6.79	$13.58
	2 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
			ITEM TOTAL:	**$13.58**
60	6 ea	**PORTION CONTROL SPOON / LADLE** CFS Brands Model No. 432906 Packed 12 ea Carlisle - Measure Misers® Portion Server, 4 oz., perforated, short handle, dishwasher safe, polycarbonate, beige, NSF with green code	$8.38	$50.28
	6 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		

Item	Qty	Description	Sell	Sell Total
			ITEM TOTAL:	**$50.28**
61	6 ea	**PORTION CONTROL SPOON / LADLE** CFS Brands Model No. 437006 Packed 12 ea Carlisle - Measure Misers® Portion Server, 3 oz., solid, beige, with color coded capacities, polycarbonate, NSF	$7.11	$42.66
	6 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
			ITEM TOTAL:	**$42.66**
62	2 ea	**PORTION CONTROL SPOON / LADLE** CFS Brands Model No. 432606 Packed 12 ea Carlisle - Measure Misers® Portion Server, 3 oz., solid, short handle, beige, dishwasher safe, polycarbonate, NSF	$7.11	$14.22
	2 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
			ITEM TOTAL:	**$14.22**
63	1 ea	**PORTION CONTROL SPOON / LADLE** Vollrath Model No. 62172 Packed 12 ea Spoodle®, 4 oz., solid, stainless color coded with gray Grip 'N Serv® plastic handle, equipped with all-natural antimicrobial, 13-1/2" overall length, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$11.80	$11.80
			ITEM TOTAL:	**$11.80**
64	1 ea	**PORTION CONTROL SPOON / LADLE** Vollrath Model No. 62177 Packed 12 ea Spoodle®, 6 oz., solid, stainless color coded with teal Grip 'N Serv® plastic handle, equipped with all-natural antimicrobial, 13-13/16" overall length, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	$12.42	$12.42
			ITEM TOTAL:	**$12.42**
65	1 ea	**SADDLE BAG STAND 8" X 11.75"**	$14.94	$14.94

Item	Qty	Description	Sell	Sell Total
		Custom Model No. 130DPSTAND Saddle Bag Stand		
			ITEM TOTAL:	**$14.94**
66	6 ea	**STEAM TABLE PAN, STAINLESS STEEL** Browne USA Foodservice Model No. 21212 Steam Table Pan, 1/2 size, 4.3 qt., 12-3/4"L x 10-3/8"W x 2-1/2" deep, perforated, reinforced edge & corners, anti-jam, 22 gauge, 304 stainless steel, NSF	$15.56	$93.36
				
			ITEM TOTAL:	**$93.36**
67	1 ea	**STEP STOOL / LADDER** Rubbermaid Commercial Products Model No. FG252300BLA Stepstool, two step, 16" dia. base x 13-1/2"H, hold up to 350 lb., plastic, rubber casters, black, Made in USA	$105.90	$105.90
				
			ITEM TOTAL:	**$105.90**
68	2 ea	**PASTA STRAINER** Winco Model No. ASS-10 Packed 12 ea Spaghetti Strainer, 10" dia., round, aluminum (Qty Break = 12 each)	$13.38	$26.76
				
			ITEM TOTAL:	**$26.76**
69	30 ea	**POCKET THERMOMETER** Taylor Precision Model No. 9842FDA Packed 6 ea Pocket Thermometer, digital, instant read, -40° to 450°F (-40° to 232°C) temperature range, 1.5mm diameter FDA recommended probe tip, thermistor located in probe tip, on/off button, automatic shut-off, waterproof, anti-microbial Safe-T-Guard™ case & sleeve, yellow housing with 5" stainless steel stem, (1) LR44 battery (included), recalibratable, complies with HACCP requirements, NSF (must be purchased in case quantities) **Must be purchased in quantities of 6.** 30 ea Note: $100.00 NET minimum order and $650.00 prepaid freight 30 ea 1 year limited warranty, standard	$16.09	$482.70
				
			ITEM TOTAL:	**$482.70**
70	1 ea	**TOMATO SLICER**	$166.72	$166.72

Item	Qty	Description	Sell	Sell Total
		Winco Model No. TTS-188 Packed 4 ea Tomato Slicer, manual, 3/16" slice, straight stainless steel blade, aluminum frame, Kattex, NSF (Qty Break = 1 each)		
		ITEM TOTAL:		**$166.72**
70a	1 ea	**TOMATO SLICER** Nemco Food Equipment Model No. 55600-1 Easy Tomato Slicer™, manual, 7-1/4"W x 15-1/4"D x 8-1/4"H closed dimensions, 3/16" slice, stainless steel blades, self-lubricating track, vertical handle, protective guards, polyethylene slide board, cast aluminum & steel construction, rubber feet, NSF	$342.13	<Alternate>
	1 ea	2 year parts & labor warranty, standard		<Alternate>
		ITEM TOTAL: <Alternate>		**$342.13**
71	20 dz	**BAR TOWEL** John Ritzenthaler Company Model No. 700BRT28 Packed 1 dz Chef Revival® Bar Mop Towel, 28 oz., 16" x 19", 100% high grade cotton, narrow ribbed construction, Chef 24/7®	$13.76	$275.20
		ITEM TOTAL:		**$275.20**
72	11 dz	**KITCHEN TOWEL** John Ritzenthaler Company Model No. 703HB Packed 1 dz Chef Revival® Herringbone Towel, 15" x 26" non-linting, heavyweight 100% cotton, Chef 24/7®	$14.02	$154.22
		ITEM TOTAL:		**$154.22**
73	6 cs	**WET FLOOR SIGN** Thunder Group Model No. PLWFC024 Packed 10 ea Safety Floor Sign, "Caution/Wet Floor", 24" tall x 12" wide, fold-up, dual-sided, plastic, yellow	$70.42	$422.52
		ITEM TOTAL:		**$422.52**
74	2 ea	**PIANO WHIP / WHISK** Browne USA Foodservice Model No. 571210 Deluxe Piano Whip, 10", epoxy filled, (11) soldered wires, stainless steel	$5.45	$10.90
		ITEM TOTAL:		**$10.90**

Merchandise	$21,431.89
Freight	$560.00
Total	$21,991.89

TO THE CUSTOMER: Thank you for the opportunity to provide you with this quote. Please review the terms and conditions below so we can provide you with the best service possible.

Pricing:

The pricing contained in this quote is good for 45 calendar days from the date of the quote unless specifically noted otherwise within the quote.

Customer is responsible for any applicable taxes that may not be included on quote.

Curtis Restaurant Supply collects sales tax in TX, OK, KS, AR, MO, and CO..

Notice for Use Tax in States where Curtis Restaurant Supply does not collect Sales Tax. This notice is for customers who take delivery of merchandise in other states.
- Curtis Restaurant Supply does not collect sales or use tax in states other than those listed above.
- Purchases are subject to use tax in other states unless exempt from taxation in those other states.
- The purchase is not exempt merely because it is made over the internet or by catalog.
- Other states will require customers to report their purchases that were not taxed and pay use tax on those purchases. Customers should check their state's reporting requirements for tax forms to be used for this purpose.

Payment:

Curtis Restaurant Supply retains ownership of the product quoted until it is paid for in full. As such, Curtis reserves the right to reclaim the product from the customer premise in the event the amounts due and owed are not remitted timely.

This quote is presented to you with the understanding that the product and services listed will be paid for via cash, check or electronic funds transfer. Due to the competitive nature of this quote, if you elect to pay via credit card, then a service charge of 3.0% of the charged amount will be assessed.

Down Payment:

- 100% of quote due at time of order for custom, build to, or any product order that would be non-returnable to the manufacturer.
- 50% of the quote is due at time of order with the remaining 50% due once product is received at Curtis Restaurant Supply warehouse.
- Product will not be scheduled for delivery until final payment is received.

Any deviation from this payment schedule requires approval of Curtis Restaurant Supply management in advance of product ordering or delivery.

Items will be received and stored in a Curtis Restaurant Supply insured warehouse unless otherwise noted. Customer will accrue a monthly storage fee after 4 months of storage unless otherwise noted. Storage fee will be $50 per 4ft pallet needed to store equipment per month.

Returned checks will be assessed $30 fee. No deliveries will be made until the amount of the check, the total balance of the quote and the $30 has been paid.

ALL PAST-DUE ACCOUNTS ARE SUBJECT TO A FINANCE CHARGE OF 1.5% PER MONTH, 18% PER ANNUM.

Restocking Policy:

Custom made product can never be returned to Curtis Restaurant Supply. It is imperative that you and your salesperson closely review all drawings to ensure that all facets of the requested product will meet your needs as well as space, electrical and plumbing available. Once the product is made to these specifications it is yours and cannot be returned.

Products that are special order inventory items for Curtis Restaurant Supply can only be returned if the manufacturer will allow a return. If the manufacturer will not allow Curtis Restaurant Supply to return the product then you cannot return the product to Curtis Restaurant Supply.
If the manufacturer will allow Curtis Restaurant Supply to return the product, then you can return the product to Curtis Restaurant Supply provided the product is unused, undamaged and in its original packaging. You will be charged a 30% restocking fee plus a freight charge to return the product to the manufacturer. You are responsible for the restocking fee and return freight once the product ships from the factory. Canceling your order prior to you receiving product does not waive your responsibility for restocking and freight charges if the cancellation occurs after the factory has shipped the product.

Products that are permanent stock inventory items for Curtis Restaurant Supply can be returned at no restock charge and no freight provide the product is unused, undamaged and in its original packaging.

Customer Premise:
It is your responsibility to ensure that the product(s) can be safely delivered to the location desired within the facility. The parking lot and building entrance must be in a satisfactory condition to enable safe driving and access for the delivery vehicle.

If the product(s) are delivered by a Curtis Restaurant Supply owned vehicle, then we will provide the labor and equipment to deliver the product and set it in place as quoted. We will not perform any facility modification to get the product inside and to the proper location. This means all doorways and hallways on the route must be large enough to safely allow the product through.

If the product(s) are delivered via common carrier (i.e. freight line, UPS, US Mail etc.) to the customer, then the customer is responsible for getting them off the truck, uncrating, inspecting for freight damage and properly documenting noted damage and getting the product in the building and set in place.

If the delivery is scheduled by you and the driveway and entrance is not ready or the room receiving the equipment is not ready, then the delivery will not occur. Subsequent delivery of the equipment will be at an additional delivery charge.

Final connections, electrical and plumbing, are your responsibility. It is your responsibility to ensure that there is adequate electrical power and the type of electrical power required to operate the equipment. It is your responsibility to specify the type of gas, natural or LP, at your location and that you have adequately sized lines to deliver the correct amount of gas for proper equipment operation. It is your responsibility to insure that there are adequately sized lines and equipment to supply the correct amount of water and at the required minimum temperature for proper equipment operation.

Sales Terms and Conditions:

Curtis Restaurant Supply (the "Seller") makes no warranty of any kind, express or implied, and the Purchaser assumes all risk and liability in any way arising or related to the goods, their use, storage, or any other occurrence from the date hereof aside from any applicable express warranty made by the manufacturer thereof, who shall be solely responsible therefor. THE GOODS ARE HEREBY ACCEPTED IN AN "AS IS-WHERE IS" CONDITION, AND THE IMPLIED WARRANTIES OF MERCHANTABILITY AND IMPLIED WARRANTY OF FITNESS FOR PARTICULAR PURPOSE ARE HEREBY EXPRESSLY DISCLAIMED AND EXCLUDED.

The Seller neither assumes nor authorizes any person to assume for Seller any other liability in connection with the sale or use of the goods sold, and there are no oral agreements, representations or warranties collateral to or affecting this sale.

The Seller is the reseller, not the manufacturer, of the goods sold hereunder. The Seller will use commercially reasonable efforts to assign to the Purchaser any warranties made to the Seller by any vendor or supplier when permitted by the terms and conditions of such vendor's or supplier's agreement with the Seller.

It is understood that there are no conditions whatsoever, verbal or otherwise, except as herein written. All delivery dates are approximate. Although the Seller will use all commercially reasonable efforts to deliver by the quoted delivery date, the Seller shall not be responsible for any delay in shipment due to strikes, fires, embargoes, failure of suppliers to make deliveries or other factors beyond the Seller's control. The Purchaser's order is subject to final approval by the Seller.

The Purchaser hereby grants to the Seller a purchase money security interest pursuant to the Uniform Commercial Code in and to the above-described goods to secure payment of the indebtedness hereby created, including any and all applicable taxes, accrued but unpaid interest or finance charges, repossession charges and costs of the enforcement hereof, and including the Seller's attorney fees and court costs. The Purchaser authorizes the Seller to file financing statements to perfect the Seller's security interest in the goods. Until the goods have been paid for, the Purchaser agrees not to remove the goods from their place of delivery or sell mortgage or otherwise dispose of or encumber the goods as collateral without the express written consent of the Seller. The security interest hereby created extends, without limitation, to the proceeds of the collateral and any and all replacements, attachments, additions or substitutions thereto.

In no event shall the Seller be liable for any special, incidental, exemplary or consequential damages, including, but not limited to, loss of profits, whether such claim is based upon breach of warranty, breach of contract, negligence, strict liability in tort or any other legal theory, and regardless of whether the Seller has been advised of the possibility of such damage or loss. Notwithstanding any other provision to the contrary, the Seller's total cumulative liability, including liability for default, indemnity, or warranty, under any cause of action, whether in tort, contract or otherwise at law, shall not exceed the aggregate amount of the purchase price paid by the Purchaser for the affected goods.

The purchaser agrees to all of the terms as stated above and acceptance of them is shown through the signature below.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: $21,991.89

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Dustin Sokolosky a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 9th day of May, 2024.

Signed: [signature]

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF Tulsa)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Ken C Smith
(Contractor, Supplier, Engineer, or Architect)

Platinum Ventures, Inc. dba Curtis Restaurant Supply
Vendor/Company Name

Attested to before me this 9th day of May, 2024.

Barbara Remer
Notary Public (or Clerk or Judge)

BARBARA REMER NOTARY No. 21016586 Expires 29 Dec 2025 PUBLIC STATE OF OKLAHOMA

My Commission Expires: December 29, 2025

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF Tulsa]

I, Ron K Smith of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of Cartus Restaurant Supply (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for and on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Ron Smith

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 9 day of May, 2024.

(SEAL)

Barbara Remer
Notary Public

BARBARA REMER NOTARY No. 21016586 Expires 29 Dec 2025 PUBLIC STATE OF OKLAHOMA

My Commission Expires: December 29, 2025

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Platinum Ventures, Inc dba Cudy Restaurant Supply
Organization/Vendor Name

Jay Gulick - President
Name(s) and Title(s) of Authorized Representative(s)

Ron Smith - Director, Finance
Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SEA Official	Title of Official
Karl Smith	5-9-24
Signature	Date

Mustang Public Schools

Rainwater, Kay <rainwatern@mustangps.org>

Smallwares quote

2 messages

Darvon Phillips <darvon@afeok.com>
To: "Rainwater, Kay" <rainwatern@mustangps.org>

Wed, May 15, 2024 at 9:32 AM

Hello Kay,

Please see attached requested quote and signed documents.

THANKS,

Darvon Phillips

Amundsen Commercial Kitchens

3805 NW 36th St.

OKC, OK 73112

405.236.5961 Office

405.272.0530 Fax

AMUNDSEN
COMMERCIAL KITCHENS

2 attachments

Mustang_Public_Schools_(Smallwares).pdf
15928K

Mustang signed document.pdf
1014K

Rainwater, Kay <rainwatern@mustangps.org>

Wed, May 15, 2024 at 10:17 AM

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Amundsen Commercial Kitchens

May 29, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00015004		Aprons, bib, white, cotton (Black bib apron w/adj. ne)	12	14	131.4000	1839.60	
smeq	00015475	835PG	Baker's Pad Pan Grabber, Commercial Grade (SanJamar PanGrabber10x11)	1 dozen	13	68.9500	896.35	
smeq	00015092	BRAU-9K-H	Brooms, Commercial, Angled, 1" dia. (Winco)	1 each	12	15.9500	191.40	
smeq	00015000	BRN-52	Brush, Hand & Nail, brush only (Winco)	1	3	7.9500	23.85	
smeq	00015140	ALRK-20	Bun Pan Rack, Heavy duty, end load (Winco ALRK-20 or like)	1	2	185.0000	370.00	
smeq	00015136	ALXP-1826	Bun Pans, Sheet pans, (Winco ALXP-1826)	1	12	10.9500	131.40	
smeq	00015179		CamSquare w/Lid - 4 Qt. (Winco PCSC-4C & PECC-24)	1	5	9.9000	49.50	
smeq	00016718		CamSquare w/Lid, 12 Qt. (Winco PESC-12 & PECC-128)	1	14	11.9000	166.60	
smeq	00015184		CamSquare w/Lid, 18 Qt (Winco PESC-18 & PECC-128)	1	5	13.9000	69.50	
smeq	00015182		CamSquare w/Lid, 2 Qt. (Winco PCSC-2C & PECC-24)	1	5	7.9000	39.50	
smeq	00015183		CamSquare w/Lid, 6 Qt (Winco PCSC-6C & PECC-68)	1	7	12.9000	90.30	
smeq	00016711		CamSquare w/Lid, 8 Qt. (Cambro #8SFSPP 8 Qt. w/L)	1	10	10.9000	109.00	
smeq	00000983		CamSquares SFSCW, 22qt w/lids (Winco PESC-22 & PECC-128)	1	5	15.9000	79.50	
smeq	00000982		CamSquares, Lid, Purple fits 12-18-22qt (Winco,Lid,PurplePECC-128P)	1	2	3.9500	7.90	
smeq	00000981		CamSquares, Lid, Purple fits 6-8qt (Winco,Lid,Purple PECC-68P)	1	4	2.9500	11.80	
smeq	00000986		Camwear Round Container w/Lid, 12 Qt (WincoPPRC-12W&PPRC-1222C)	1	2	13.9000	27.80	
smeq	00015175		Can Opener, Elec., Hvy Duty (Edlund #266 or like)	1	2	825.0000	1650.00	
smeq	00016706		Cart, Lakeside #944, Hvy Duty 3 shelf (Lakeside#944 4 SwivelWhls)	1	4	1850.0000	7400.00	
smeq	00000338		Cleaning Cloth, Microfiber (Carlisle 3633402)	1	24	4.9500	118.80	
smeq	00015201		Cutting Board, 12x18 Plastic, white (Winco CBI-1218)	1	1	13.9500	13.95	
smeq	00015250		Disher, #16, (Winco ICOP-16)	1 each	1	8.9500	8.95	

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Amundsen Commercial Kitchens

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00015220		Disher, #8, stainless steel (Winco ICOP-8)	1	6	8.9500	53.70	
smeq	00000655		Dust Pan, Lobby Pro, Upright, Black (Winco DP-13C)	1 ea	5	12.9500	64.75	
smeq	00015282		False Bottom Pans, Half-Sz (Winco SPFB-2)	1 each	11	7.9500	87.45	
smeq	00016332		False Bottoms, for full sized pans (Vollrath #VOL20000 or lik)	1	6	12.9500	77.70	
smeq	00015185		Food Box, Camwear, 13 gal. (Winco PFSF-9 & PFSF-C)	1 each	2	52.9000	105.80	
smeq	00015287		Food Pan, Full Size 2-1/2" (Winco SPJL-102)	1	4	12.9500	51.80	
smeq	00015286		Food Pan, Full Size 4" (Winco SPJL-104)	1	4	17.9500	71.80	
smeq	00016335		Food pan, full sized, 6" deep (Winco SPJL-106)	1	4	21.9500	87.80	
smeq	00015288		Food Pans, Half Size, 4" (Winco SPJL-204)	1	4	11.9500	47.80	
smeq	00000067		Glove, Freezer w/thinsulate (San Jamar FGI-OR)	1 pair	5	28.9500	144.75	
smeq	00015346		Gloves, Freezer, Cotton (RitzChefLineCLGLOF20YL)	12 pair	1	97.9000	97.90	
smeq	00016621		Ingredient Bin, Economy, 32 gal. (Cambro IB32148 32gal)	1	1	295.9500	295.95	
smeq	00015330		Knife, paring, 3-1/4" blade (Winco KWP-30)	1 each	11	3.9750	43.73	
smeq	00000487		Lid, Full Size, Slotted, S/S (Winco SPCF)	1	11	13.9500	153.45	
smeq	00015367		Lid, half size, stainless steel (Winco SPSCH)	1	4	8.9500	35.80	
smeq	00015366		Lid, S/S Full Size, for steam table (Winco SPSCF)	1	4	14.9500	59.80	
smeq	00000921		Lid, S/S Full Size, Hinged for steam table (Winco C-HFC1)	1	10	23.9500	239.50	
smeq	00000985		Lid, Silite Bin 36 gal 15x29 (Stilite Bin #BIN36L07)	1 lid	3	71.9500	215.85	
smeq	00016712		Lid, steam table pan, half sz, slotted (Winco SPCH)	1	6	8.9500	53.70	
smeq	00015473		Masher, Potato, 24" (Winco PTMP-24R)	1	1	14.9500	14.95	
smeq	00015370		Meas.cup set, dry, S/S long hndl (Winco MCP-4P)	1 set	2	6.9500	13.90	

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Amundsen Commercial Kitchens

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00016528		Measuring Cup, Camwear, 2 Quarts (Winco PMCP-200)	1	1	9.9500	9.95	
smeq	00016529		Measuring Cup, Camwear, 4 Quarts (Winco PMCP-400)	1	4	11.9500	47.80	
smeq	00016428		Measuring Spoons Set, Heavy Duty (Winco MSPD-4X)	1 set	2	3.9500	7.90	
smeq	00015400		Mixer Splash Guard, to fit Hobart Mixer (Splash Cover for H-600T,)	1	1	1294.7800	1294.78	
smeq	00015420		Mop Heads, looped ends, large (Carlisle 369419B00)	1 dozen	1	107.4000	107.40	Purch. Unit has changed
smeq	00015435		Oven Mitts, Hvy Duty, 18" long (17" San Jamar 800FG17-BK)	1 pair	10	16.9500	169.50	
smeq	00016339		Pail, Kleen-Pail, 6 Qt, Red (Winco PPL-6R)	1	5	4.3400	21.70	
smeq	00015480		Pizza Cutter, 4" (Winco PPC-4)	1	6	6.9500	41.70	
smeq	00000153		Sectionizer parts for oranges, Sunkist (S-09 & S-3B for oranges)	1	2	25.9500	51.90	
smeq	00000151		Sectionizer, Apple Corer Set (Sunkist #S-34K)	1 set	1	89.9500	89.95	
smeq	00015341		Sectionizer, Sunkist, Apple Model (Sunkist Apple Sectionizer)	1	1	372.9000	372.90	
smeq	00000139		Sheet Pans, Perforated, Full Sized (Winco ALXP-1826P)	1 each	15	16.9500	254.25	
smeq	00000984		Shelf, Green Epoxy set of 2 (Advance Tabco EG-2160X)	2/1 shelf	1	139.9000	139.90	
smeq	00000063		Spoodle, Perforated, 4 oz, Short Handle (Carlisle #4329 Measure Mi)	1	6	10.9500	65.70	
smeq	00016511		Spoodle, Solid, 3 oz, Long Handle (Winco FPS-3)	1	6	3.9500	23.70	
smeq	00015678		Spoodle, Solid, 3 oz, Short Handle (Carlisle Measure Miser #4)	1	2	8.9500	17.90	
smeq	00015671		Spoodle, Solid, 4 oz, Long Handle, SS (Winco FPS-4)	1 each	1	3.9500	3.95	
smeq	00015672		Spoodle, Solid, 6 oz, Long Handle, SS (Winco FPS-6)	1 each	1	3.9500	3.95	
smeq	00000979		Stand, Saddle Bag (Stand, Saddle Bag)	1 each	1	16.9500	16.95	
smeq	00000976		Steam table pan, 2.5" deep, half sz, perforated (Winco SPHP2)	1	6	10.9500	65.70	
smeq	00015743		Step Stool, one step, 13.5" tall (Rubbermaid FG252300BLA)	1	1	105.9500	105.95	

Mustang Public Schools

Receive Bid Document: 0263
Small Equip SY24/25
Vendor: Amundsen Commercial Kitchens

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
smeq	00000980		Strainer, Aluminum 10 inch (Winco ASS-10)	1 each	2	14.9500	29.90	
smeq	00016518		Thermometer, pocket, digital, waterproof (San Jamar THDGPCKT)	1	26	12.9500	336.70	
smeq	00000974		Tomato Slicer, Aluminum (Winco TTS-188)	1	1	175.0000	175.00	
smeq	00015790		Towels, Bar Mop, 32 oz Ribbed, 16"x19" (Winco BTW-30)	12	20	8.9500	179.00	
smeq	00015785		Towels, Dish, bleached flour sack, 24"x24" (Chef Revival 703HB pkg 1)	1 dozen	11	31.5500	347.05	
smeq	00000922		Wet Floor Sign (Carlisle Flo-Pac 3690904)	1	6	16.9500	101.70	
smeq	00015823		Whip, Piano, 10" (Winco PN-10)	1	2	6.9500	13.90	

	19410.26	

AMUNDSEN
COMMERCIAL KITCHENS

Quote

05/15/2024

Project:
Mustang Public Schools
(Smallwares)

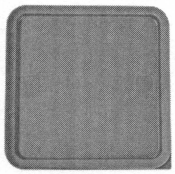
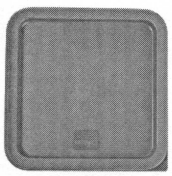
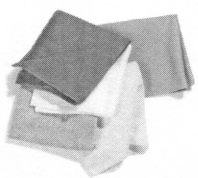
From:
Amundsen Commercial Kitchens - OKC
Darvon Phillips
3805 N.W. 36th St.
Oklahoma City, OK 73112
405-236-5961
405 236-5961 (Contact)

Job Reference Number: 16884

Item	Qty	Description	Sell	Sell Total
1	14 ea	**BIB APRON** Winco Model No. BA-2724K Packed 60 ea Bib Apron, 24"L x 27-1/2"W, mid-length, with (3) pockets, adjustable neck strap, machine wash and dry, 65/35 poly-cotton blend, Signature Chef, black (Qty Break = 12 each)	$10.95	$153.30
		ITEM TOTAL:		**$153.30**
2	1 dz	**POT HOLDER** CFS Brands Model No. 835PG Packed 1 dz San Jamar - Pan Grabber/Baker's Pad, 10" x 11", protects to 500°F with intermittent use, hemmed slit, machine washable, terry cloth	$68.95	$68.95
		ITEM TOTAL:		**$68.95**
3	12 ea	**BROOM** Winco Model No. BRAU-9K-H Packed 12 ea Angle Broom, 48"L fiberglass handle, heavy duty, unflagged, black bristle (QTY break = 12 each)	$15.95	$191.40
		ITEM TOTAL:		**$191.40**
4	3 ea	**BRUSH, HAND & NAIL** Winco Model No. BRN-52 Packed 48 ea Nail Cleaning Brush, 5-3/4"L x 2"W, plastic handle, polypropylene bristles, white & black (Qty Break = 12 each)	$7.95	$23.85
		ITEM TOTAL:		**$23.85**

Item	Qty	Description	Sell	Sell Total
5	2 ea	**UNIVERSAL PAN RACK** Winco Model No. ALRK-20 Sheet Pan Rack, mobile, full height, (20) 18" x 26" or (40) 18" x 13" sheet pans capacity, 700 lb. capacity, (4) 5" swivel rubber casters, 3" runner spacing, aluminum, KD, NSF (Qty Break = 1 each)	$185.00	$370.00
		ITEM TOTAL:		**$370.00**
6	12 ea	**BUN / SHEET PAN** Winco Model No. ALXP-1826 Packed 12 ea Sheet Pan, full size, 18" x 26", closed bead, 18 gauge, 3003 aluminum (Qty Break = 12 each)	$10.95	$131.40
		ITEM TOTAL:		**$131.40**
7	5 ea	**FOOD STORAGE CONTAINER** Winco Model No. PCSC-4C Packed 48 ea Storage Container, 4 qt., 7-1/8" x 8-5/8" x 7-1/4"H, square, stackable, built-in handles, graduation markings in quarts & liters, temperature range: -40°F to 210°F, dishwasher safe, polycarbonate, clear, NSF (Qty Break = 12 each)	$7.95	$39.75
	5 ea	PECC-24 Container Cover, fits 2 & 4 qt. square storage containers, 7-3/8" x 7-3/8" x 1/2"H, polyethylene, green (Qty Break = 12 each)	$1.95	$9.75
		ITEM TOTAL:		**$49.50**
8	14 ea	**FOOD STORAGE CONTAINER** Winco Model No. PESC-12 Packed 12 ea Storage Container, 12 qt., 11" x 12-1/2" x 8-1/4"H, square, built-in handles, graduation markings in quarts & liters, temperature range: -40°F to 160°F, stain resistant, dishwasher safe, BPA free, polypropylene, white, NSF (Qty Break = 12 each)	$8.95	$125.30
	14 ea	PECC-128 Container Cover, fits 12, 18 & 22 qt. square storage containers, 11-3/8" x 11-3/8" x 1/2"H, polyethylene, blue (Qty Break = 6 each)	$2.95	$41.30
		ITEM TOTAL:		**$166.60**
9	5 ea	**FOOD STORAGE CONTAINER** Winco Model No. PESC-18 Packed 12 ea Storage Container, 18 qt., 10-1/8" x 11-5/8" x 12-3/8"H, square, built-in handles, graduation markings in quarts & liters, temperature range: -40°F to 160°F, stain resistant, dishwasher safe, BPA free, polypropylene, white, NSF (Qty Break = 12 each)	$10.95	$54.75
	5 ea	PECC-128 Container Cover, fits 12, 18 & 22 qt. square storage containers, 11-3/8" x 11-3/8" x 1/2"H, polyethylene, blue (Qty Break = 6 each)	$2.95	$14.75

Item	Qty	Description	Sell	Sell Total
			ITEM TOTAL:	**$69.50**
10	5 ea	**FOOD STORAGE CONTAINER** Winco Model No. PCSC-2C Packed 60 ea Storage Container, 2 qt., 7-1/8" x 8-5/8" x 3-3/4"H, square, stackable, built-in handles, graduation markings in quarts & liters, temperature range: -40°F to 210°F, dishwasher safe, polycarbonate, clear, NSF (Qty Break = 12 each)	$5.95	$29.75
	5 ea	PECC-24 Container Cover, fits 2 & 4 qt. square storage containers, 7-3/8" x 7-3/8" x 1/2"H, polyethylene, green (Qty Break = 12 each)	$1.95	$9.75
			ITEM TOTAL:	**$39.50**
11	7 ea	**FOOD STORAGE CONTAINER** Winco Model No. PCSC-6C Packed 24 ea Storage Container, 6 qt., 8-3/4" x 10-1/4" x 7-1/4"H, square, stackable, built-in handles, graduation markings in quarts & liters, temperature range: -40°F to 210°F, dishwasher safe, polycarbonate, clear, NSF (Qty Break = 12 each)	$9.95	$69.65
	7 ea	PECC-68 Container Cover, fits 6 & 8 qt. square storage containers, 9-1/8" x 9-1/8" x 1/2"H, polyethylene, red (Qty Break = 12 each)	$2.95	$20.65
			ITEM TOTAL:	**$90.30**
12	10 ea	**FOOD STORAGE CONTAINER** Winco Model No. PTSC-8 Packed 24 ea Storage Container, 8 qt., 8-13/16" x 9-3/16" x 8-15/16"H, square, built-in handles, graduation markings in quarts & liters, temperature range: -40°F to 160°F, stain resistant, dishwasher safe, BPA free, polypropylene, translucent, NSF (Qty Break = 12 each)	$7.95	$79.50
	10 ea	PECC-68 Container Cover, fits 6 & 8 qt. square storage containers, 9-1/8" x 9-1/8" x 1/2"H, polyethylene, red (Qty Break = 12 each)	$6.95	$69.50
			ITEM TOTAL:	**$149.00**
13	5 ea	**FOOD STORAGE CONTAINER** Winco Model No. PESC-22 Packed 6 ea Storage Container, 22 qt., 11" x 12" x 15-1/2"H, square, built-in handles, graduation markings in quarts & liters, temperature range: -40°F to 160°F, stain resistant, dishwasher safe, BPA free, polypropylene, white, NSF (Qty Break = 6 each)	$12.95	$64.75
	5 ea	PECC-128 Container Cover, fits 12, 18 & 22 qt. square storage containers, 11-3/8" x 11-3/8" x 1/2"H, polyethylene, blue (Qty Break = 6 each)	$2.95	$14.75
			ITEM TOTAL:	**$79.50**
14	2 ea	**FOOD STORAGE CONTAINER COVER**	$3.95	$7.90

Item	Qty	Description	Sell	Sell Total
		Winco Model No. PECC-128P Packed 6 ea Container Cover, fits 12, 18 & 22 qt. square storage containers, 11-3/8" x 11-3/8" x 1/2"H, allergen free, polyethylene, purple (Qty Break = 6 each)		
			ITEM TOTAL:	**$7.90**
15	4 ea	**FOOD STORAGE CONTAINER COVER**	$2.95	$11.80
		Winco Model No. PECC-68P Packed 12 ea Container Cover, fits 6 & 8 qt. square storage containers, 9-1/8" x 9-1/8" x 1/2"H, allergen free, polyethylene, purple (Qty Break = 12 each)		
			ITEM TOTAL:	**$11.80**
16	2 ea	**FOOD STORAGE CONTAINER**	$9.95	$19.90
		Winco Model No. PPRC-12W Packed 12 ea Storage Container, 12 qt., 12.31" x 14.13" x 8.38"H, round, temperature range: -40°F to 160°F, with built-in handles, graduation markings in quarts & liters, stain resistant, dishwasher safe, BPA free, polypropylene, white, NSF (Qty Break = 12 each)		
	2 ea	PPRC-1222C Cover Only, fits 12 qt., 18 qt. & 22 qt., 12.63" x 13" x 0.63"H, round, white, polypropylene, NSF (Qty Break = 6 each)	$3.95	$7.90
			ITEM TOTAL:	**$27.80**
17	24 ea	**MICROFIBER TOWEL & MITTS**	$4.95	$118.80
		CFS Brands Model No. 3633402 Packed 12 ea Carlisle - Microfiber Cleaning Cloth, 16" x 16", polyester/polyimide blend, suede finish, white		
			ITEM TOTAL:	**$118.80**
18	2 ea	**CAN OPENER**	$825.00	$1,650.00
		Edlund Model No. 266/115V Packed 3 ea Can Opener, electric, single speed, recommended usage is up to 75 cans per day, 115v/60/1-ph		
	2 ea	1 year limited warranty, standard		
			ITEM TOTAL:	**$1,650.00**
19	4 ea	**CART, UTILITY/BUSSING**	$1,750.00	$7,000.00

Item	Qty	Description	Sell	Sell Total
		Lakeside Manufacturing Model No. 944 Tough Transport® Utility Cart, 3-tier, 39"W x 22-3/4"D x 37-3/8"H, stainless steel construction, open base U-frame with angled stainless steel, 21" x 33" 14-gauge shelves with reinforced edges, 11-3/8" shelf clearance, 1" O.D. tube push handle with bumpers, (2) 6" bumpers riveted to front legs, 1000 lb. capacity, (2) 5" reinforced swivel plate casters & (2) 8" fixed casters with non-marking polyurethane wheels, NSF, Made in USA		
	4 ea	Casters, (2) 5", swivel, (2) 8", fixed, cushion tread, std		
			ITEM TOTAL:	**$7,000.00**
20	1 ea	**CUTTING BOARD** Winco Model No. CBI-1218 Packed 6 ea Cutting Board, 12" x 18" x 1/2", rectangular, grooved, BPA free, white, NSF (Qty Break = 6 each)	$13.95	$13.95
			ITEM TOTAL:	**$13.95**
21	1 st	**CUTTING BOARD** Winco Model No. CBST-1218 Packed 1 st Cutting Board Set, 12" x 18" x 1/2" thick BPA free, polyethylene, mixed colors (1 each: brown, yellow, green, red, blue and white), NSF (6 each per set) (Qty Break = 1 set)	$59.95	$59.95
				
	1 ea	CFS Brands KLRST San Jamar - Cutting Board Storage Stand, 10-11/16"L x 8-3/4"W x 11"H, non-slip feet, fits (6) boards, heavy duty stainless steel construction	$58.95	$58.95
	1 ea	CFS Brands CBCWLCTST San Jamar - Cutting Board Smart Chart, 11" x 17", color-coded, laminated, written in English & Spanish	$19.95	$19.95
			ITEM TOTAL:	**$138.85**
22	1 ea	**STANDARD ROUND BOWL DISHER** Winco Model No. ICOP-16 Packed 36 ea Deluxe Disher, 2 oz., size 16, 2-1/4" dia., round, one piece handle reinforced with stainless steel rod, easy release, 18/8 stainless steel, blue, NSF (Qty Break = 12 each)	$8.95	$8.95
				
			ITEM TOTAL:	**$8.95**
23	6 ea	**STANDARD ROUND BOWL DISHER** Winco Model No. ICOP-8 Packed 36 ea Deluxe Disher, 4 oz., size 8, 2-7/8" dia., round, one piece handle reinforced with stainless steel rod, easy release, 18/8 stainless steel, gray, NSF (Qty Break = 12 each)	$8.95	$53.70
				
			ITEM TOTAL:	**$53.70**

Item	Qty	Description	Sell	Sell Total
24	5 ea	**LOBBY DUST PAN** Winco Model No. DP-13C Packed 10 ea Lobby Dust Pan, 13", wind break cover (Qty Break = 10 each)	$12.95	$64.75
			ITEM TOTAL:	**$64.75**
25	11 ea	**FOOD PAN FALSE BOTTOM** Winco Model No. SPFB-2 Packed 40 ea False Bottom, 1/2 size, rust-resistant, 18/8 stainless steel (Qty Break = 10 each)	$7.95	$87.45
			ITEM TOTAL:	**$87.45**
26	2 ea	**FOOD CONTAINER BOX** Winco Model No. PFSF-9 Packed 4 ea Food Storage Box, 13 gallon (50 Kg), 18" x 26" x 9", -40°F to 212°F temperature range, dishwasher safe, break-resistant polycarbonate, clear, NSF (Qty Break = 4 each)	$36.95	$73.90
	2 ea	PFSF-C Cover, for food storage box, 18" x 26", clear, polycarbonate, clear, NSF (Qty Break = 12 each)	$15.95	$31.90
			ITEM TOTAL:	**$105.80**
27	4 ea	**STEAM TABLE PAN, STAINLESS STEEL** Winco Model No. SPJL-102 Packed 12 ea Steam Table Pan, full size, 20-3/4" x 12-3/4" x 2-1/2" deep, 25 gauge standard weight, anti-jamming, 18/8 stainless steel, NSF (Qty Break = 6 each)	$12.95	$51.80
			ITEM TOTAL:	**$51.80**
28	4 ea	**STEAM TABLE PAN, STAINLESS STEEL** Winco Model No. SPJL-104 Packed 12 ea Steam Table Pan, full size, 20-3/4" x 12-3/4" x 4" deep, 25 gauge standard weight, anti-jamming, 18/8 stainless steel, NSF (Qty Break = 6 each)	$17.95	$71.80
			ITEM TOTAL:	**$71.80**
29	4 ea	**STEAM TABLE PAN, STAINLESS STEEL**	$21.95	$87.80

Item	Qty	Description	Sell	Sell Total
		Winco Model No. SPJL-106 Packed 12 ea Steam Table Pan, full size, 20-3/4" x 12-3/4" x 6" deep, 25 gauge standard weight, anti-jamming, 18/8 stainless steel, NSF (Qty Break = 6 each)		
			ITEM TOTAL:	**$87.80**
30	1 ea	**STEAM TABLE PAN, STAINLESS STEEL** Winco Model No. SPJL-204 Packed 24 ea Steam Table Pan, 1/2 size, 10-3/8" x 12-3/4" x 4" deep, 25 gauge standard weight, anti-jamming, 18/8 stainless steel, NSF (Qty Break = 6 each)	$11.95	$11.95
			ITEM TOTAL:	**$11.95**
31	1 ea	**FOOD PAN FALSE BOTTOM** Winco Model No. SPFB-1 Packed 20 ea False Bottom, full size, rust-resistant, 18/8 stainless steel (Qty Break = 10 each)	$12.95	$12.95
			ITEM TOTAL:	**$12.95**
32	5 pr	**FREEZER GLOVE** CFS Brands Model No. FGI-OR Packed 1 pr San Jamar - Frozen Food Glove, one size fits all, temperature range: as low as 0° F (-18° C), non-stick surface, PVC with cotton jersey liner, orange	$28.95	$144.75
			ITEM TOTAL:	**$144.75**
33	1 ea	**INGREDIENT BIN** CFS Brands Model No. BIN3602 Carlisle - Mobile Ingredient Bin, 36 gallon capacity, clear sliding lid, heavy-duty non-marking casters, polyethylene, white, BPA Free, Made in USA	$365.00	$365.00
			ITEM TOTAL:	**$365.00**
34	6 pk	**PARING KNIFE** Winco Model No. KWP-30 Packed 36 pk Paring Knife, 3-1/4" blade, stamped, high carbon, no-stain German steel, polypropylene handle, Stal, white, NSF (2 each per pack) (Qty Break = 6 pack)	$7.95	$47.70
			ITEM TOTAL:	**$47.70**

Item	Qty	Description	Sell	Sell Total
35	11 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Winco Model No. SPCF Packed 24 ea Steam Table Pan Cover, 1/1 size, slotted, with handle, 25-gauge standard weight, 18/8 stainless steel, NSF (Qty Break = 12 each)	$13.95	$153.45
		ITEM TOTAL:		**$153.45**
36	4 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Winco Model No. SPCH Packed 48 ea Steam Table Pan Cover, 1/2 size, slotted, with handle, 25-gauge standard weight, 18/8 stainless steel, NSF (Qty Break = 12 each)	$7.95	$31.80
		ITEM TOTAL:		**$31.80**
37	6 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Winco Model No. C-HFC1 Packed 12 ea Steam Table Pan Cover, full size, flat, hinged, stainless steel (Qty Break = 6 each)	$23.95	$143.70
		ITEM TOTAL:		**$143.70**
38	3 ea	**INGREDIENT BIN LID** CFS Brands Model No. BIN36L07 Carlisle - Ingredient Bin Lid, for BIN36, sliding, polycarbonate, clear, Made in USA	$71.95	$215.85
	3 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
		ITEM TOTAL:		**$215.85**
39	6 ea	**STEAM TABLE PAN COVER, STAINLESS STEEL** Winco Model No. SPCH Packed 48 ea Steam Table Pan Cover, 1/2 size, slotted, with handle, 25-gauge standard weight, 18/8 stainless steel, NSF (Qty Break = 12 each)	$8.95	$53.70
		ITEM TOTAL:		**$53.70**
40	1 ea	**POTATO MASHER**	$14.95	$14.95

Item	Qty	Description	Sell	Sell Total
		Winco Model No. PTMP-24R Packed 12 ea Potato Masher, 5" dia. x 24-1/2"L, round, chrome plated handle with black textured polypropylene handle sleeve, nickel plated masher (Qty Break = 6 each)		
			ITEM TOTAL:	**$14.95**
41	2 st	**MEASURING CUP** Winco Model No. MCP-4P Packed 48 st Measuring Cup Set, 4-piece set includes: 1/4, 1/3, 1/2 & 1 cup, stainless steel (Qty Break = 12 set)	$6.95	$13.90
			ITEM TOTAL:	**$13.90**
42	1 ea	**MEASURING CUP** Winco Model No. PMCP-200 Packed 36 ea Measuring Cup, 2 qt., raised external markings in quarts (red letters) and liters (blue letters), one-piece, tapered open handle, stackable, secure grip, heat resistant up to 210°F (98°C), dishwasher safe, polycarbonate, NSF (Qty Break = 6 each)	$9.95	$9.95
			ITEM TOTAL:	**$9.95**
43	4 ea	**MEASURING CUP** Winco Model No. PMCP-400 Packed 24 ea Measuring Cup, 4 qt., raised external markings in quarts (red letters) and liters (blue letters), one-piece, tapered open handle, stackable, secure grip, heat resistant up to 210°F (98°C), dishwasher safe, polycarbonate, NSF (Qty Break = 6 each)	$11.95	$47.80
			ITEM TOTAL:	**$47.80**
44	2 st	**MEASURING SPOON** Winco Model No. MSPD-4X Packed 240 st Deluxe Measuring Spoons, 4-piece set includes: 1/4 teaspoon, 1/2 teaspoon, 1 teaspoon & 1 tablespoon, stainless steel (Qty Break = 24 set)	$3.95	$7.90
			ITEM TOTAL:	**$7.90**
45	1 ea	**WET MOP HEAD** CFS Brands Model No. 369419B00 Packed 12 ea Carlisle - Flo-Pac® Wet Mop Head, medium, 4 ply, looped-end, washable, non-pre-shrunk, white synthetic/cotton blend yarn with green 1-1/4"W textured polyester band	$8.95	$8.95
			ITEM TOTAL:	**$8.95**

Item	Qty	Description	Sell	Sell Total
46	24 ea	**WET OR DRY MOP** CFS Brands Model No. 363321814 Packed 12 ea Carlisle - Flo-Pac® Wet/Dry Mop Pad, 18"L x 5-1/2"W, looped end microfiber, electrostatic, polyester/polyimide blend, blue	$9.95	$238.80
			ITEM TOTAL:	**$238.80**
48	1 ea	**BUCKET** Winco Model No. PPL-6R Packed 12 ea Cleaning Bucket, 6 qt., for sanitizing solution, polypropylene, red (Qty Break = 12 each)	$4.34	$4.34
			ITEM TOTAL:	**$4.34**
49	10 pr	**OVEN MITT** CFS Brands Model No. 800FG17-BK Packed 1 pr San Jamar - BestGuard™ Oven Mitt, 17", temperature range up to 450° F (232° C) for 30 seconds, ambidextrous, Webguard™ protection, fire retardant, clean with damp cloth, black	$16.95	$169.50
			ITEM TOTAL:	**$169.50**
50	6 ea	**PIZZA CUTTER** Winco Model No. PPC-4 Packed 72 ea Pizza Cutter, 4" dia. blade, polypropylene handle, black, stainless steel (Qty Break = 12 each)	$6.95	$41.70
			ITEM TOTAL:	**$41.70**
51	2 ea	**FRUIT / VEGETABLE WEDGER PARTS** Sunkist Model No. S-09 Plunger Wedger (fits S-3; S-5; S-29; S-30; S-35)	$25.95	$51.90
			ITEM TOTAL:	**$51.90**
52	1 st	**FRUIT / VEGETABLE WEDGER PARTS** Sunkist Model No. S-34K Packed 1 st Apple Corer Set, (6) wedge, (fits S-32 & S-33)	$89.95	$89.95
			ITEM TOTAL:	**$89.95**

Item	Qty	Description	Sell	Sell Total
53	1 ea	**WEDGER** Sunkist Model No. S-106 Complete Sectionizer Unit, manual, (6) cut wedges, core remover, interchangeable blade cups, dishwasher safe, apple, NSF (must use plunger #33)	$305.00	$305.00
			ITEM TOTAL:	**$305.00**
54	15 ea	**BUN / SHEET PAN** Winco Model No. ALXP-1826P Packed 12 ea Sheet Pan, full size, 18" x 26", perforated, 1/8" dia. holes, closed bead, 18 gauge, 3003 aluminum (Qty Break = 12 each)	$16.95	$254.25
			ITEM TOTAL:	**$254.25**
55	2 ea	**WIRE SHELVING** Advance Tabco Model No. EG-2160-X Packed 2 ea Special Value Wire Shelving, 60"W x 21"D, heavy duty, green epoxy coated, NSF	$69.95	$139.90
			ITEM TOTAL:	**$139.90**
56	24 ea	**PORTION CONTROL SPOON / LADLE** CFS Brands Model No. 432406 Packed 12 ea Carlisle - Measure Misers® Portion Server, 2 oz., solid, short handle, beige, dishwasher safe, polycarbonate, NSF	$8.95	$214.80
	24 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
			ITEM TOTAL:	**$214.80**
57	72 ea	**PORTION CONTROL SPOON / LADLE** CFS Brands Model No. 432906 Packed 12 ea Carlisle - Measure Misers® Portion Server, 4 oz., perforated, short handle, dishwasher safe, polycarbonate, beige, NSF with green code	$10.95	$788.40
	72 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
			ITEM TOTAL:	**$788.40**

Item	Qty	Description	Sell	Sell Total
58	6 ea	**PORTION CONTROL SPOON / LADLE** Winco Model No. FPS-3 Packed 72 ea Food Portioner, 3 oz., one-piece, solid, stainless steel, ivory (Qty Break = 12 each)	$3.95	$23.70
			ITEM TOTAL:	**$23.70**
59	24 ea	**PORTION CONTROL SPOON / LADLE** CFS Brands Model No. 432606 Packed 12 ea Carlisle - Measure Misers® Portion Server, 3 oz., solid, short handle, beige, dishwasher safe, polycarbonate, NSF	$8.95	$214.80
	24 ea	WARNING: This product can expose you to chemicals including Bisphenol A (BPA), which is known to the State of California to cause birth defects or other reproductive harm. For more information go to www.P65Warnings.ca.gov.		
			ITEM TOTAL:	**$214.80**
60	1 ea	**PORTION CONTROL SPOON / LADLE** Winco Model No. FPS-4 Packed 72 ea Food Portioner, 4 oz., one-piece, solid, stainless steel, green (Qty Break = 12 each)	$3.95	$3.95
			ITEM TOTAL:	**$3.95**
61	1 ea	**PORTION CONTROL SPOON / LADLE** Winco Model No. FPS-6 Packed 72 ea Food Portioner, 6 oz., one-piece, solid, stainless steel, black (Qty Break = 12 each)	$3.95	$3.95
			ITEM TOTAL:	**$3.95**
62	1 ea	**MERCHANDISING RACK** Renfro Industries Inc. Model No. RIBKRI84 Saddle Bag Rack, 6-pocket sidekick, 13" x 10" x 5-11/25", with (2) hooks, wire frame, black powder-coated	$125.95	$125.95
			ITEM TOTAL:	**$125.95**
63	6 ea	**STEAM TABLE PAN, STAINLESS STEEL**	$10.95	$65.70

Item	Qty	Description	Sell	Sell Total
		Winco Model No. SPHP2 Packed 24 ea Steam Table Pan, 1/2 size, 2-1/2" deep, perforated, 25 gauge, stainless steel, NSF (Qty Break = 6 each)		
			ITEM TOTAL:	**$65.70**
64	2 ea	**PASTA STRAINER** Winco Model No. ASS-10 Packed 12 ea Spaghetti Strainer, 10" dia., round, aluminum (Qty Break = 12 each)	$14.95	$29.90
			ITEM TOTAL:	**$29.90**
65	26 ea	**POCKET THERMOMETER** CFS Brands Model No. THDGPCKT San Jamar - Escali Pocket Thermometer, digital, 4-3/4" stainless steel probe, temperature range -40° to 500°F / -40° to 260°C, anti-roll design, antimicrobial protective sheath with pocket clip, NSF	$12.95	$336.70
	26 ea	1 year warranty standard		
			ITEM TOTAL:	**$336.70**
66	1 ea	**TOMATO SLICER** Winco Model No. TTS-188 Packed 4 ea Tomato Slicer, manual, 3/16" slice, straight stainless steel blade, aluminum frame, Kattex, NSF (Qty Break = 1 each)	$175.00	$175.00
			ITEM TOTAL:	**$175.00**
67	20 dz	**BAR TOWEL** Winco Model No. BTW-30 Packed 20 dz Bar Towel, 16" x 19", 100% cotton, white (Qty Break = 10 dozen)	$8.95	$179.00
			ITEM TOTAL:	**$179.00**
68	6 ea	**WET FLOOR SIGN** CFS Brands Model No. 3690904 Packed 6 ea Carlisle - Flo-Pac® Safety Floor Sign, "Wet Floor", 11"L x 25"H, economy, two-sided, contoured feet, multi-lingual (English/Spanish/German), polypropylene, yellow	$16.95	$101.70
			ITEM TOTAL:	**$101.70**

Item	Qty	Description	Sell	Sell Total
69	2 ea	**PIANO WHIP / WHISK** Winco Model No. PN-10 Packed 72 ea Piano Whip, 10" long, stainless steel (Qty Break = 12 each)	$6.95	$13.90
			ITEM TOTAL:	**$13.90**
70	1 ea	**SET IN PLACE** Amundsen Commercial Kitchens Model No. DELIVERY Amundsen will deliver and set in place all purchased smallwares and equipment.	$200.00	$200.00
			ITEM TOTAL:	**$200.00**
71	1 ea	**SPLASH GUARD** Hobart Sales & Service - OKC Model No. 00-874997 Splash Guard and Drip Cup Assembly For H-600 models manufactured after 11-2004	$1,294.78	$1,294.78
			ITEM TOTAL:	**$1,294.78**

Merchandise	$17,435.82
FREIGHT	$800.00
Total	$18,235.82

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: $18,235.82

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
CANADIAN]
COUNTY OF ~~OKLAHOMA~~] ss

I, DARWIN Phillips of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of ATMOSPHERE COMMERCIAL KITCHENS (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant D. Phillips

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 15th day of May, 2024.

(SEAL) NOTARY SEAL PUBLIC
ADAM FRY
NOTARY PUBLIC
STATE OF OKLAHOMA
Commission # 16002337 Expires 03/03/28

Notary Public

My Commission Expires: 3/3/28

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF Canadian)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

D. Pulley
(Contractor, Supplier, Engineer, or Architect)

Amundsen Commercial Kitchens
Vendor/Company Name

Attested to before me this 15th day of May, 2024.

Notary Public (or Clerk or Judge)

My Commission Expires: 3/3/28

NOTARY SEAL PUBLIC
ADAM FRY
NOTARY PUBLIC
STATE OF OKLAHOMA
Commission # 16002337 Expires 03/03/28

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, DARun Phillips a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 15th day of May, .

Signed: D Phillips

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

BID AWARD MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittenger Assistant Superintendent ,Operations

From: Kay Rainwater CN Director

BID # 25-057-06

Date: June 10, 2024

Project Description: Small Equipment

Recommended Bidder: Curtis Restaurant Supply

Recommended Bid Amount: 18703.34 **Fund:** 11 **Project:** _____

Annual Bid: ☑ **One-Time Bid:** ☐ **(check one)**

Discussion, motion and possible action to award the bid for the project as described above to the recommended bidder. If the recommended bid is not the lowest bid, the rationale for recommending a different bidder will be described below. If additional documents are required after the award such as bonds or insurance then the Board, upon awarding the bid, grants to the Superintendent the authority to execute the contract upon receipt of the required documents.

Bid Discussion:

Bids were emailed to three companies Curtis, Amundsen and Oswalt

Curtis 18703.34
Amundsen 19410.26
Oswalt No bid

I am recommending we accept Curtis for the 24/25school year

MUSTANG PUBLIC SCHOOLS

Bid Tabulation Sheet

Date and Time of Bid Opening: May 15,2024 10:00am

Location of Bid Opening: CN Office

Bid Number: 25-057-06

Bid Project: Small Equipment

Bidder Name	Received On Time?	Conforms To Bid Specs?	Affidavits Signed?	Total Bid Amount	Bid to Recommend
Curtis Restaurant Supplies	y	y	y	$ 18,703.34	Y
Amundsen	y	y	y	$ 19,410.26	
Oswalt No Bid					

If the lowest bid is not recommended, additional documentation explaining the recommendation will be attached.

School Officials Present at Bid Opening:

Name: Kim Novotny Signature: Kim Novotny

Name: Rachel Martin Signature: Rachel Martin

Revised: 05/09/2024

BID WARD MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, Chief Financial Officer
Jason Pittenger, Assistant Superintendent,Operations

From: Kay Rainwater CN Director KR

Date: June 10,2024

Bid # 25-057-07

Project Description: Prime Vendor Bid

Recommended Bidder: US Foods/Premier

Recommended Bid Amount: 1639860.00 **Fund:** 11 **Project:** _____

Annual Bid: ☑ **One-Time Bid:** ☐ **check one)**

Discussion, motion and possible action to award the bid for the project as described above to the recommended bidder. If the recommended bid is not the lowest bid, the rationale for recommending a different bidder will be described below. If additional documents are required after the award such as bonds or insurance then the Board, upon awarding the bid, grants to the Superintendent the authority to execute the contract upon receipt of the required documents.

Bid Discussion:

Prime Vendor RFP were sent to three companies Ben E Keith, Sysco, and US Foods/Premier two bids were returned. BEK 1586597.00 and US Foods 1639860.00 Proposal's were evaluated based on the lump sum of the Market Basket (Top 130) items.

BEK currently does not stocked 22 of our products, 19 being commodity products

Although BEK was the lower bid, they do not currently stock all of our requested products, most are our commodity products. Past experience with BEK they will sub with a different brand and we loose out on our NOI. There are no additional rebates or Shore up credits with BEK

US Foods we know already stocks all products we use, we receive Shore up credits (Participating Member Volume Incentive) and CMAR Rebates additional savings/discounts above invoice cost. Also being a member of Campus Smart with US Foods we have training, education and networking

Revised: 6 15 2023

MUSTANG PUBLIC SCHOOLS

Bid Tabulation Sheet

Date and Time of Bid Opening: May 2,2024 10:00 a.m.

Location of Bid Opening: CN Office

Bid Number: 25-057-07

Bid Project: Prime Vendor

Bidder Name	Received On Time?	Conforms To Bid Specs?	Affidavits Signed?	Total Bid Amount	Bid to Recommend
Ben E Keith	y	y	N	$ 1,586,597.00	N
Sysco No Bid					
US Foods	y	y	y	$ 1,639,860.00	Y

If the lowest bid is not recommended, additional documentation explaining the recommendation will be attached.

School Officials Present at Bid Opening:

Name: Kay Rainwater Signature: Kay Rainwater

Name: Kim Novotny Signature: Kim Novotny

Revised: 05/09/2024

MUSTANG PUBLIC SCHOOLS

Empowering Today to Achieve a Better Tomorrow

Child Nutrition

12400 SW 15th St. Yukon, OK 73009

Mustang Public Schools Child Nutrition Services Prime Vendor Proposal

7/1/24 through 6/30/25

Standard Bid Terms and Conditions

Mustang Public Schools is accepting Request for proposals for a prime vendor agreement from July 1, 2024 through June 30, 2025. Mustang Schools' agreement is intended to be a market basket to cover items in the following categories: General groceries, frozen, canned, dry, paper, disposable and certain cleaning products (see attached). It is not intended to cover bread, milk, produce, equipment or small wares.

Proposals will be received until 10:00 a.m. on Thursday May 2,2024. Proposals received after that time will be returned, unopened. Proposals will be opened at 10:00 a.m. at the Mustang Child Nutrition Office, 12400 S.W. 15th Street Yukon, Ok 73099. Sealed envelopes should be addressed to Kay Rainwater, Child Nutrition Director, Mustang Public Schools, and marked "Sealed Proposal, Prime Vendor". If mailing, mail to Mustang Public Schools, 12400 S.W. 15th St., Yukon, OK 73099 Attn: Kay Rainwater, Child Nutrition, to be received in my office by the same time and date.

This is a negotiated procurement utilizing the Request for Proposal method and, as such, award does not have to be made to the company submitting the lowest priced proposal. The award will be given to the company submitting the best responsive proposal satisfying the requirements of the Mustang Public Schools.

The Board of Education reserves the right to reject or accept any and all proposals. Contracts entered into on the basis of submitted proposal are revocable if contrary to law.

Detailed Specifications and Special Conditions

1. **General**

The Board of the Mustang Schools, a public school district, hereinafter referred to as "District", proposes to contract with an organization hereinafter referred to as "Contractor", whereas the

Contractor will furnish and deliver food products and supplies to the Mustang Public School District.

The contract will be effective from 7/1/24 to 6/30/25, This agreement will become effective upon signing by both parties or to terminate the contract upon giving sixty (60) days written notice, with the board's approval, should Mustang Public Schools determine the Contractor is not performing with the provisions and intent of this agreement.

Upon receipt of termination notice, the bidder shall have twenty (20) days to correct noncompliance issues. If compliance is achieved, as determined by Mustang Public Schools, termination will be cancelled.

2. Scope

Total number of schools providing meals	15
Anticipated reimb. breakfast service per day	2200
Anticipated reimb. lunch service per day	7200
Food budget dedicated to prime vendor	80% of food costs

The goal of this Request for Proposal (RFP) is to establish a contract with a Distributor for the purchase and delivery of food and non-food items by Mustang Public Schools.

The contract shall include a complete and comprehensive program for orders, deliveries, fill-rate, pricing, invoicing, promotions and rebates, electronic data transmission, and evaluation programs.

Pricing proposals will be evaluated based on the lump sum of the Market Basket (see Attachment B).

Mustang Public Schools' expectations are that the Distributor shall maintain a high quality program for warehousing and distribution, to assure that first-in first-out principles are used, product shelf life is monitored, products are free of damage, correct products and quantities are selected and delivered at the correct price, product discrepancies and complaints are resolved and corrective action is initiated, customer satisfaction is monitored, supplier, USDA and FDA initiated food recalls are promptly reported, and salvaged products are not used. It is critical to Mustang Public Schools that an alliance is established with a Distributor who has a record of conforming to contractual requirements and schedules, a record of reasonable and cooperative behavior, commitment to customer satisfaction and an overall business-like concern for the interests and success of the customer. Proposals may include references from current Oklahoma school customers to help evaluate overall qualifications and customer satisfaction.

While the purpose of this RFP is to establish an agreement with a Distributor to provide Mustang Public Schools with a primary source of supply for regularly ordered food, the resulting agreement is not to be interpreted as an "exclusive" agreement with respect to all requirements for such products. Mustang Public Schools is not obligated to purchase off of this contract and can choose to purchase from other contracts if they wish. It is anticipated that certain products or categories of products will be accepted or excluded from the Agreement. A listing of specific

exceptions would include, but not be limited to the following: ice cream and novelties, fresh milk and dairy products, bread, produce, and non-food items.

Mustang Public Schools cannot and will not guarantee any purchase volume under any contract resulting from this RFP.

Mustang Public Schools expects the Distributor to work in concert with all the participating staff to provide a high-quality dining program at competitive prices. With this goal in mind, the Distributor is expected to apprise Mustang Public Schools and participating districts of opportunities to reduce cost and maintain high standards of food quality.

As the contract commences, pricing may be requested for new items. The Distributor may negotiate pricing with manufacturers on behalf of Mustang Public Schools and the participating districts.

3. Contractor Qualifications

Ordering Equipment

The Contractor must ensure that ordering may be done online, either through existing hardware and software or by providing needed hardware and /or software. Contractor is able to provide "Net Off Invoice" discounts at time of delivery, using K12 Foodservice and Processor Link software.

Order Schedule

Orders shall be prepared by a representative from the District and shall be submitted via online program no later than 3:00 p.m. for next day delivery. Scheduled deliveries will be made one time weekly at all 15 Mustang schools. Occasional deliveries to the school warehouse will also be required, but not more than one time every two weeks. Deliveries will be accepted from 6:00 a.m. until 2:00 p.m. on the delivery days agreed upon by the District and the Contractor.

Substitutions, Shortages, Delivery Failure

Item substitutions shall not be made without the District's prior approval. Any unapproved substitutions will be subject to being returned with full credit. If the Contractor fails to deliver an order, or has shortages, the Contractor will take corrective action by making a special delivery as needed. An average fill rate of 98% to 100% is expected.

Credits/Returns

Within thirty (30) days of receipt of a deficient or incorrect product, the District will contact the Contractor's account representative who will arrange for the pick-up and credit of the product in a timely manner.

Damaged Items or Late Shipments

The Contractor must notify Mustang Schools of any late deliveries or delayed shipments. If the District ordered with sufficient time for the Contractor to supply and was guaranteed delivery by

a set date, the District reserves the right to cancel all or any part of an order that was not delivered in the agreed upon timeframe

4. Delivery Conditions

Delivery Procedure

Contractor's facilities and delivery vehicles must conform to local, state and federal rules and regulations regarding sanitation and are subject to inspection by District. Deliveries will be made at each school site and the District Warehouse as needed. Three schools cannot accept deliveries at certain times of the day due to poor parking situations, etc. Details will be worked out with Contractor.

The Contractor's driver will deliver and off load all products to a specified area in the facility, giving District employees time to check delivery for accuracy. The driver must note on invoice if short. Contractor may deliver to refrigerators, freezers or storerooms as needed and shall provide the necessary equipment to do so.

All products delivered shall be maintained at their proper temperature, throughout staging, loading and transport. Any items not maintained at proper temperatures will be refused.

Itemized invoices in duplicate, including the District's site name and account number, product name, sell price, extension and total charges will accompany all orders. Substitutions shall be noted on the invoices. Each site will be invoiced separately. A District employee must sign for the delivery.

5. Pricing Information

Cost of Items

The fixed fee structure established with the initial proposal may not change during the life of the contract. The fee structure shall remain firm for the duration of the contract on all products purchased through this agreement.

The District is requesting pricing that includes the actual cost (actual cost to the Vendor) of product plus a fixed fee for service per each case. The Vendor shall specify (on the attached "Attachment C - Fixed Fee per Case Schedule") the fixed fee for service per case for each category of food and supplies not specifically listed on the market basket response sheets. The fixed fee for service shall be a set flat-rate fee and not a percentage of the cost. The fixed fee for service shall include all associated costs, including, but not limited to, shipping, freight, storage, and fuel surcharges.

A market basket of items is attached with the proposal (see "Attachment B – Market Basket"). Pricing proposals will be evaluated based on the lump sum of the Market Basket. To evaluate pricing data, Vendors shall use "Distributor Costs" for the 2024-25 school year, beginning on July

1, 2024. For staple-type items, where School Year 2024-25 pricing is not available, vendors shall use "Distributor Costs" for the week of February 1, 2024.

All price quotes must be submitted on the forms that accompany this RFP.

Vendor must guarantee that quoted items meet or exceed attached specifications by offering the Brand Name or "Equal to" for all items listed. To evaluate the quality of items offered, Vendor must submit specification sheets for any "alternate" items offered or where no brand/manufacturer is specified by the District. Mustang Public Schools has sole authority in determining whether or not an item is an acceptable alternate. No items requested shall include any state or federal excise tax. The tax exemption certificate will be furnished upon request. As the contract commences, pricing may be requested for new items. The Distributor may negotiate pricing with manufacturers on behalf of Mustang Public Schools.

6. **Evaluation of Proposal**

A Market Basket bid will be done by giving the Contractor's set item price multiplied by the estimated quantity, plus the fixed fee per case cost to equal the Total (delivery price) to Mustang Schools. If a freight cost per drop applies, please list amount on specified page. **District's estimated quantities are merely approximations of anticipated usage for the length of the agreement. These numbers are no guarantee of minimum or maximum purchase. The District should not be held liable to accept products based on "estimated usage" numbers.**

Market Basket Instructions:

For each item listed, the bidder shall provide the following information:

a. Brand name & Product #

b. Pack size/count per case/ozs per item (if your pack size is the same as listed on our form, acknowledge with checkmark)

c. available (regular stock item) – Yes or No

d. Cost of unit

e. Fee per case

f. Net delivery price to Mustang Schools

7. **Auditing**

Mustang Schools reserves the right to conduct two audits through the contract Time. The bidder will be given two weeks' advance notice in order to prepare the documents for review. The bidder shall promptly reimburse Mustang Schools for any overcharges disclosed by such an audit.

8. Evaluation of the Bid

To be considered as a viable bidder, bids must be completed on the forms provided by Mustang Schools. **Bidder must list distributor item #s or write NO BID, or SPECIAL ORDER, if there is no item # available. Variance from our forms on product items per case, quantities and/or weights must be noted on the bid document.**

Mustang reserves the right to test samples of items listed in the specifications at the bidder's expense to verify quality, etc.

Products of the USA are required. Please state if item is not available in the USA.

Evaluation and Award

The award will be made, on the basis of price and other factors, to the responsive and responsible firm or individual whose response is most advantageous to the district, after price and other factors have been considered. Proposal evaluations will consider the following:

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	15 points
• Service and Delivery	15 Points
• Discounts and Incentives (e.g., quick payment, p-card, volume)	10 Points
• Value-Added Services (e.g., reporting, inventory management)	10 Points
• Overall Qualifications, including past experience/history	10 Points

Buy American - Schools such as Mustang, participating in the federal school meal programs, are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic commodity or product means an agricultural commodity that is produced in the US and a food product that is processed in the US substantially (at least 51%) using agricultural commodities that are produced in the US. While rare, 2 exceptions may exist when: 1) the product is not produced or manufactured in the US in sufficient, reasonable or available quantities of a satisfactory quality, such as bananas and pineapple and 2) competitive proposals reveal the cost of a domestic product is significantly higher than a non-domestic product.

Equal Opportunity and Discrimination - The vendor certifies that it is 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 vendor assures 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.

Termination for Cause information - The contract will be effective from 7/1/24 to 6/30/25, subject to the right of the District to terminate the contract upon giving sixty (60) days written notice, should Mustang Public Schools determine the Contractor is not performing with the provisions and intent of this agreement.
Upon receipt of termination notice, the bidder shall have twenty (20) days to correct noncompliance issues. If compliance is achieved, as determined by Mustang Public Schools, termination will be cancelled.

The vendor must comply with all applicable standards, orders, or requirements issued under Section 306 of the **Clean Air Act** (42 U.S.C. 1857[h]), Section 508 of the **Clean Water Act** (33 U.S. C. 1368), Executive Order 11738, and **Environmental Protection Agency (EPA) Regulation** (40 CFR §15), which prohibit the use of nonexempt federal contracts, grants, or loans of facilities included on the EPA list of violating facilities. The provision shall require reporting of violations to the grantor agency and to the EPA Assistant Administrator for Enforcement (EN-329). The contract must recognize mandatory standards and policies relating to energy efficiency that are contained in the State Agency conservation plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94-163).

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, ***all contracts*** awarded by the nonfederal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 70 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every

mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market or contracts for transportation or transmission of intelligence.

Debarment or Suspension – Mustang Child Nutrition is prohibited from contracting with an individual or company that has been debarred or suspended in accordance with 2 CFR §180, as adopted and modified by USDA regulations at 2 CFR §417. This prohibition does not extend to contracts in existence at the time of the debarment or suspension or to most contracts under $25,000. Rather, it applies to new contracts and extensions or renewals of existing contracts of $25,000 or more and to contracts for audit services, regardless of amount.
lobbying Certification (Reference 200.326[1]) Lobbying certification must be obtained for procurement contracts of more than $100,000. Any vendor whose contract award is for more than $100,000 must complete a Certification Regarding Lobbying form (attached). Mustang Child Nutrition must keep this signed certification statement on file with a copy of the vendor's contract. Any SFA or its vendors who participate in lobbying activities must complete a Disclosure of Lobbying
Activities form (attached). Mustang Child Nutrition must submit this completed form to the State Agency. A vendor would submit its completed form to Mustang Child Nutrition.

Protest Procedures – Mustang Schools has protest procedures in place to handle and resolve disputes relating to procurements and shall in all instances disclose information regarding the protest to the awarding agency. A protestor must exhaust all administrative remedies with Mustang Child Nutrition before pursuing a protest with a federal agency. Reviews of protests by the federal agency will be limited to: (Reference USDA Policy Memo2006-SNP-06)

a. Violations of federal law or regulations and the standard of 2CFR§200 (violations of state or local laws will be under the jurisdiction of state or local authorities). AND
b. Violations of Mustang Child Nutrition director's protest procedures for failure to review a complaint or protest. Protests received by the federal agency other than those specified above will be referred to the Child Nutrition director.

Proposals must include the attached signed and notarized Non-Kickback Affidavit, Non-Collusion Affidavit and Statement of Compliance provided and any other applicable forms supplied.

If you have any questions or concerns, please contact me at the phone number listed below between 6:30 a.m. and 3:30 p.m. weekdays or send an email.

We look forward to a good school year ahead! Thank you for the time and effort put into providing us a bid!

Sincerely,

Kay Rainwater

Kay Rainwater
Child Nutrition Director
(405) 376-7319
e-mail address: rainwatern@mustangps.org

5/1/24

Dear Kay,

Re: Mustang Public Schools | Campus Smart

Thank you for the opportunity to respond to Mustang Public Schools. As a current member of OMNIA Partners and Premier, Mustang has access to our comprehensive pricing portfolio of Contracted Manufacturer Agreements (CMA), including Produce and Food Service Distribution exclusively through US Foods. Because of this, OMNIA Partners, Premier and US Foods is unable to respond to this bid outside of the terms of our current program and contract.

Contract Overview:

- 8 Tier Fee-per case structure based on average quarterly drop size. All participating members are assigned to a fee-per case of $3.06. Quarterly shore up credits for all members based on average quarterly performance will be provided based on average quarterly drop size.

Premier's K-12 Food Product and Distribution Program:

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

- **Participating Member Volume Incentive**: Participating members will receive 0.12% of their total spend through US Foods which will be distributed quarterly via the Statement of Earned Incentives (Bank Statement) paid via a credit on each account based on your USF customer number.
- **Premier Contracted Manufacturer Agreement Rebates (CMAR's)**: Provide additional savings or discounts above invoice cost. Rebates are paid quarterly via ACH by Premier to the purchasing member on all qualifying purchases. Rebates are not reflected in invoice cost (purchase price). Rebates are not guaranteed and will vary based on qualifiable purchases made during each paid quarter.
- All items either have a fixed price or are market priced.
- Items with fixed pricing are locked in a stated period (annually, semiannually, quarterly, or monthly).

For your review, we have included a Market Basket assessment consisting of the top 130 items purchased by Campus Smart July 2023- current. Pricing is based on current pricing 2/1/24 utilizing a fee per case of $3.06.

For more information regarding the current contract, please contact:

Dan Lindsey
Director of Child Nutrition
Edmond Public Schools
125 N. State Street
Edmond, OK 73003
405.340.2889

NOT US!
Refrence?

Thank you for this opportunity,

Bob Parker
Managing Director
OMNIA Partners
Cell: 512.508.1833

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

EXTENSION AGREEMENT

THIS EXTENSION AGREEMENT is made and entered into by and between the Edmond Public School District, party of the first part, hereinafter termed "EPS", and US FOODS, Inc., party of the second part, hereinafter termed "Vendor."

WITNESSETH:

WHEREAS, the above named parties have previously executed and entered into a Contract for (RFP# 21-30) CN Prime Vendor with Piggyback Provision, dated: July 01, 2021, with an original term of July 1, 2021 through June 30, 2022; and

WHEREAS, said Contract for CN Prime Vendor with Piggyback Provision provides for annual extensions, and both parties have agreed to an extension; and

NOW THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, the parties to this Contract have agreed, and hereby agree, as follows:

1. The term of this extension agreement shall be for the period July 1, 2024, through June 30, 2025.

2. In consideration for goods and services performed under this Contract for CN Prime Vendor with Piggyback Provision, EPS agrees to pay Vendor the following amount:

   Actual cost (actual cost to the Vendor) of product plus a fixed fee for service per each case as per the approved Fixed Fee per Case Schedule as stated in the contract and as amended from time to time and as presently amended by the attached Premier's K-12 Food Product & Distribution Program Fixed Fee per Case 2024-2025 School Year.

3. The terms of the Contract for CN Prime Vendor with Piggyback Provision will remain in full force and effect except as modified above.

THIRD AMENDMENT TO PRIME VENDOR AGREEMENT

The Third Amendment to Prime Vendor Agreement ("the Third Amendment") is made and entered into as of July 01, 2024, between Edmond Public Schools (EPS) and US Foods, Inc. (US Foods) with reference to the following:

RECITALS

A. EPS and US Foods entered into a Prime Vendor Agreement (RFP# 21-30) dated July 01, 2021 (the "Agreement").

B. By means of this instrument, EPS and US Foods desire to amend the Agreement.

NOW, THEREFORE, for and in consideration of the mutual agreements and covenants herein contained, EPS and US Foods have agreed, and hereby agree, as follows:

1. Revised Fixed Fee per Case Schedule: See attached Fixed Fee per Case Schedule for SY2024-25.

2. Adoption of Agreement: The terms and conditions of the Agreement shall remain unchanged, and the Agreement shall remain in full force and effect, except as modified above.

IN WITNESS WHEREOF, Customer and US Foods have executed the First Amendment as of the date set forth above.

CUSTOMER: Edmond Public Schools

By: Angela Grunewald Date: 4·11·24
Name: Angela Grunewald
Title: Superintendent

US FOODS: US Foods, Inc.

DocuSigned by:
By: Mischa Collins Date: 4/11/2024
9FC5DDB6EFC6406...
Name: Mischa Collins
Title: VP, National Sales Field Ops - Premier

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF Oklahoma

I, Mike Walls of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of US Foods (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant Mike Walls

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 22 day of April, 2024.

(SEAL) SANDRA K COKER
Notary Public, State of Oklahoma
Commission # 20009766
My Commission Expires 08-12-2024

Sandra K. Coker
Notary Public

My Commission Expires: 08-12-2024

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, Mike Walls a volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration Act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration Act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this 10 day of April 2024.

Signed: [signature]

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

NONKICKBACK AFFIDAVIT FORM

STATE OF OKLAHOMA)
) SS
COUNTY OF Oklahoma

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Mike Walls
(Contractor, Supplier, Engineer, or Architect)

US Foods
Vendor/Company Name

Attested to before me this 4/8 day of 2024,

SANDRA K COKER
Notary Public, State of Oklahoma
Commission # 20009766
My Commission Expires 08-12-2024

Sandra K. Coker
Notary Public (or Clerk or Judge)

My Commission Expires: 08-12-2024

STANDARD FORM-LLL

DISCLOSURE OF LOBBYING ACTIVITIES
APPROVED BY OMB
COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352
(SEE REVERSE FOR PUBLIC DISCLOSURE)

N/A

1. **Type of Federal Action:**	2. **Status of Federal Action:**	3. **Report Type:**
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing ☐ b. Material Change **For Material Change Only:** Year _____ Quarter _____ Date of Last Report _____

4. **Name and Address of Reporting Entity:**	5. **If Reporting Entity in No. 4 Is Subawardee, Enter Name and Address of Prime:**
☐Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6. **Federal Department/Agency:**	7. **Federal Program Name/Description:** CFDA Number, if applicable: _____
8. **Federal Action Number:** *(if known)*	9. **Award Amount:** *(if known)* $ _____
10. a. **Name and Address of Lobbying Entity:** *(if individual, last name, first name, MI)*	b. **Individual Performing Services:** *(including address if different from No. 10a) (last name, first name, MI)*
11. **Amount of Payment:** (*check all that apply*) $ _____ ☐ Actual ☐ Planned 12. **Form of Payment:** *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	13. **Type of Payment:** *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____

14. **Brief Description** of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. **Continuation Sheets Attached:** ☐ **Yes** ☐ **No**

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone Number: _____ Date: _____

Federal Use Only: Authorized for Local Reproduction

CERTIFICATION REGARDING DEBARMENT/SUSPENSION

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION—LOWER-TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

US Foods

Organization/Vendor Name

Mike Walls VP National Sales

Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official

Title of Official

Signature

9/18/24

Date

IMPORT PRODUCTS/BUY AMERICAN ACT

The 1998 reauthorization of the National School Lunch Act requires school districts participating in the National School Meals Programs in the contiguous 48 states of the United States to buy food products produced in the United States (domestic) when using Federal Funds. Therefore, if there is a domestic and non-domestic product available, you must propose and supply domestic products. You may supply non domestic products only when domestic products are unavailable. As defined in this legislation, a domestic food commodity is an agricultural commodity that is produced in the United States. A domestic food product is processed in the United States using substantially domestic agricultural commodities. Substantially means that over 51 percent of the finished product come from American produced products. Implementing Federal Regulations are 7 CFR 210.21 and 220.16 published on September 20, 1999. You may be required to provide certification of domestic origin and content. You must certify that the majority of products you propose to supply meet the Federal Requirement in the "Buy American Acts" and stipulate which specific products are unavailable domestically. Exceptions to this rule are pineapple, mandarin oranges, olives, tuna fish, tea, spices and coffee. Products not in compliance with this section shall be in violation of the Federal "Buy American" policy. This purchasing requirement does not apply in instances when:

a) The District/Cooperative has unusual or ethnic food preferences which can only be met through purchases of products not produced in the United States
b) The product is not produced in the U.S. in sufficient and reasonable quantities of a satisfactory quality
c) The cost of the US product is significantly higher than foreign products.

CERTIFICATE

I/We hereby certify that

US Foods — Company Name

10211 N. I-35 Service Rd. — Address

OKC, OK 73131

(972) 487-7492 — Phone Number

Will abide with the Buy American Act and supply domestic products to Edmond Public Schools, except in the authorized exceptions listed above.

List Non-Domestic Products proposed to be Provided:

PRODUCT	COUNTRY OF ORIGIN
See Attached List	

Upon request, we will show proof that our practices do meet in every respect the requirements of the Buy American Act.

[signature] (Owner or Officer of Firm)

AVP MS (Title) 4/8/24 (Date)

CAMPUS SMART BUYING GROUP

01/17/24 TIME FRAME: JULY 2023 TO CURRENT DAY

USF #	Country of Origin	Product Description	Brand	Pack	Manufacturer Product Number
2910131	CN	ORANGE, MANDARIN WHOLE IN LIGHT-SYRUP SHELF STABLE CANNED	HARVEST VALUE	6/#10 CN	262013
3383435	CN	FORK, MEDIUMWEIGHT BLACK PLASTIC REFILL	DIXIE ULTRA SMARTST	24/40 EA	DUSSF5
8738348	CN	SPOON, TEA MEDIUMWEIGHT BLACK PLASTIC REFILL	DIXIE ULTRA SMARTSTOCK	24/40 EA	DUSST5
7328123	US,BG,CL,ID,MY,PH,TH	FRUIT COCKTAIL, DICED IN PEAR JUICE CHOICE CANNED	MONARCH-D	6/#10 CN	180395
6841258	CN	KIT, CUTLERY SPORK STRAW NAP MEDIUMWEIGHT WHITE POLYPROPYLENE PLASTIC	DAXWELL	1000 EA	B10001522
6328116	CA,US	CORN, YELLOW KERNEL FANCY FROZEN BAG	MONARCH	20 LB	670061
1368112	TH	PINEAPPLE, TIDBIT IN JUICE CANNED	BLACKHIVE / MADISON	6/#10 CN	20318
694554	CN, US	SPOON, TEA MEDIUMWEIGHT BLACK POLYSTYRENE BULK REFILL PLASTIC	DIXIE ULTRA SMARTSTOCK	24/40 EA	SSS51
4328423	GT	BROCCOLI, CUT GRADE A IMPORTED IQF FROZEN	MONARCH	20 LB	671195
3328358	US,CA	CARROT, CRINKLE-CUT MEDIUM 3/8" FANCY FROZEN	MONARCH	20 LB	670531
169359	CN	SPORK, MEDIUMWEIGHT WHITE POLYPROPYLENE BULK PLASTIC	PRIME SOURCE	1000 EA	75002492
					Grand Total

Evaluation and Award

The award will be made, on the basis of price and other factors, to the responsive and responsible firm or individual whose response is most advantageous to the district, after price and other factors have been considered. Proposal evaluations will consider the following:

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	15 Points
• Service and Delivery	15 Points
• Discounts and Incentives e.g., quick payment, p-card, volume	10 Points
• Value-Added Services e.g., reporting, inventory management	10 Points
• Overall Qualifications, including past experience/history	10 Points

US Foods/Premier

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	15 Points
• Service and Delivery	15 Points
• Discounts and Incentives e.g., quick payment, p-card, volume	10 Points
• Value-Added Services e.g., reporting, inventory management	10 Points
• Overall Qualifications, including past experience/history	10 Points

Ben E Keith

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	05 Points
• Service and Delivery	10 Points
• Discounts and Incentives e.g., quick payment, p-card, volume	05 Points
• Value-Added Services e.g., reporting, inventory management	10 Points
• Overall Qualifications, including past experience/history	05 Points

Mustang Public Schools

Receive Bid Document: 0264
Market Basket SY24/25
Vendor: Premier USF

May 23, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
comm	00000962		Applesauce Cups, Unswt. Blue Rasp, 96 ct (Peterson Farms #ASA10008)	96/4.5 oz	225	0.0000	0.00	Stocked/commodity
comm	00000835		Applesauce Cups, Unswt. Peach, 96 ct (Peterson Farms #ASA10017)	96/4.5 oz	225	0.0000	0.00	Stocked/commodity
comm	00000733		Applesauce Cups, Unswt. Strawberry, 96 ct (Peterson Farms #ASA10014)	96/ 4.5oz	225	35.9100	8079.75	Stocked/commodity
comm	00000844		Applesauce Cups, Unswt. Watermelon, 96 ct. (Peterson Farms #ASA10018)	96/4 oz	225	0.0000	0.00	Stocked/commodity
comm	00000517		BBQ Sauce, 1 oz. Dunk Cups (Red Gold REDOA1Z)	250/1 oz	240	37.3400	8961.60	Stocked/commodity CMAR
comm	00000516		BBQ Sauce, 6/#10 Jug (Red Gold BBQ Sauce REDOA9)	6/#10	59	0.0000	0.00	Stocked/commodity CMAR
dry	00010070		Beans, Green, 4 sieve, Low Sodium	case (6/10)	231	36.0300	8322.93	CMA
comm	00000402		Beans, Refried, Low Sodium, Smart Svg. (Basic American #10302)	6/26 oz	274	35.4700	9718.78	CMA
dry	00010100		Beans, Vegetarian, mild small Bushs (Bushs Best)	case (6/10)	429	45.8200	19656.78	CMA
comm	00000285		Beef Crumbles, Low Sod., ORDER ME (Advance Pierre #8737)	8/ 5#	185	154.8200	28641.70	Stocked/commodity
comm	00000194		Beef Patty, Flm Brl w/Onion 100 ct, (AdvancePierre #3782)	100/2.6 oz	845	88.9900	75196.55	Stocked/commodity
comm	00000265		Biscuit, 2.60 oz, Whole Grain, Handi-split (Rich's #13457)	182/2.6 oz	341	41.8200	14260.62	CMA
comm	00000751		Bosco Sticks,	144/ 2.04 oz	355	62.7000	22258.50	CMA
frz	00000834		Breadstick Dough, Cheesy Garlic, Bridgeford (Bridgeford)	320/1.125 oz	342	35.7300	12219.66	Meets whole grain requirement CMA
comm	00000115		Breakfast Pizza 51% WG, turk saus w/red sauce (Tony's Breakfast Squares)	128/3.31 oz	150	50.7000	7605.00	Stocked/commodity CMA
frz	00005071		Broccoli, cut, frozen, 20 #	20#	376	28.9200	10873.92	CMA
dry	00010132		Cereal Bowl Pk, Cinn Toast Crunch, Red. Sugar (Gen. Mills #100-160000-29)	case (96)	264	33.4700	8836.08	CMA
dry	00010135		Cereal Bowl Pk, Lucky Charms (General Mills)	Case (96)	276	33.4600	9234.96	CMA
dry	00000794		Cereal Cocoa Puffs Bowl Pack 2 oz	60/ 2 oz	206	34.0000	7004.00	CMA
comm	00000162		Cheese Sauce, Ultimate Yellow, Red Sod (Land O'Lakes #39945)	6/106 oz	450	75.5000	33975.00	CMAR
comm	00016488		Cheese, American Shred Lite , net off (Land O'Lakes #41728)	4/5#	180	63.4700	11424.60	CMAR

Mustang Public Schools

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Market Basket SY24/25
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May 23, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
comm	00005132		Cheese, Mozz String, Ind. Wrap, net off (Land O'Lakes #59703)	168/1 oz	351	38.7300	13594.23	CMAR
comm	00005254		Cheese, Mozzarella Shredded (Land O'Lakes)	4/5#	180	58.2500	10485.00	Stocked/commodity CMAR
comm	00016739		Chicken Diced, 10# (Tyson #22830-928)	2/5#	305	50.4800	15396.40	Stocked/commodity CMA
comm	00000465		Chicken Drumsticks, Breaded, Traditional (Tyson #16660100928)	4/7.4# bags	285	96.2700	27436.95	Stocked/commodity CMA
comm	00000967		Chicken Drumsticks, MesquiteGlaze (Tyson #10264360928)	4/7.5 lb	200	0.0000	0.00	Stocked/commodity CMA
comm	00000968		Chicken Pattie, Hot & Spicy, WG, GoldCreek (Gold Creek 791431)	8/4 lb	411	86.6300	35604.93	CMA
comm	00000925		Chicken Patty,GoldenCrispy,WG NEW (Tyson #10703020928)	132/3.75oz	444	112.0300	49741.32	CMA
comm	00000587		Chicken Tender Breaded GoldKist WG (GoldKist #7527)	107/4.50oz	700	118.4500	82915.00	Stocked/commodity CMA
comm	00000188		Chicken, PopCorn WG GoldKist (GoldKist 110458)	104/4.30oz	500	95.4500	47725.00	CMA
snack	00016231		Chips, Baked Cheetos Flamin Hot, Crunchy (Baked Cheetos Crunchy Hot)	104/.88	262	43.7200	11454.64	CMAR
snack	00016230		Chips, Red Fat Cooler Rnch, sm bg (Frito-Lay #36096)	72/1 oz	171	31.1800	5331.78	CMAR
snack	00016229		Chips, Red Fat Doritos, Nacho Chs, sm bag (Frito-Lay #31748)	72/1 oz	1016	31.1800	31678.88	CMAR
dry	00000397		Chips, Red Fat Doritos Flamas (Frito Lay)	72/ 1 oz	381	31.1800	11879.58	CMAR
snack	00016730		Chips, Red. Fat, Doritos, Spicy Sweet Chile (Frito-Lay #49093)	72/1 oz	220	31.1800	6859.60	CMAR
dry	00000864		Chips, Tortilla,Yellow Round (ORDER ME!) (Delpasado)	6/ 2#	458	25.4600	11660.68	
snack	00000897		COOKIE, SUGAR ICED PINK WG 1.5 OZ CN CLAMSHELL F	126/ 1.5 oxz	90	47.7600	4298.40	Stocked
frz	00005217		Corn Dog, Chicken, Whole Gr (Foster Farms #95150 or ap)	72/4.0 oz	670	42.6900	28602.30	CMA
comm	00000831		Cornbread Poppers, WG #18510 (Rich's #18510)	128/3 popper serving	75	0.0000	0.00	Stocked/commodity CMA
paper	00013124		Cutlery Kit: spork, straw, napkin	case (1000)	320	33.5800	10745.60	
frz	00000779		Donut, Cake Ring Choc Glzd WGR (Bake Crafters #1937)	72/3.2 oz	293	56.4100	16528.13	
DRINK	00000303		Drink,DietCoke	24/20 oz	244	38.8200	9472.08	

Mustang Public Schools

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Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
DRINK	00000304		Drink,DietDrPepper	24/20 oz	330	38.8200	12810.60	
DRINK	00000358		Drink,SparklingICE,Cherry Limeade (Sparkling Ice Cherry Lime)	12/17 oz	576	11.9800	6900.48	CMAR
DRINK	00000360		Drink,SparklingICE,KiwiStrawberry (Sparkling Ice Kiwi Strawb)	12/17 oz	653	11.9800	7822.94	CMAR
DRINK	00000359		Drink,SparklingICE,OrangeMango (Sparkling Ice Orange Mang)	12/17 oz	297	11.9800	3558.06	CMAR
DRINK	00016197		Drink,Water,MustangLogo16oz (ORDER ME!)	24/16 oz	775	0.0000	0.00	Stocked
comm	00000791		Eggs, Scrambled (Sunny Fresh #110026384)	4/5 lbs	79	77.7700	6143.83	
paper	00000015		Forks Refill, SmartStock Plastic Polystyrene (Georgia-Pacific SmartStoc)	24/40 pc	467	34.5600	16139.52	CMAR
comm	00000724		FRENCH TOAST STICK, Cinnamon Glaze WG (Sunny Fresh/Cargill 40497)	100/ 2.9 oz	508	62.9000	31953.20	Stocked/commodity
dry	00010340		Fruit Cocktail, light syrup	case (6/10)	361	64.3500	23230.35	CMA
dry	00000269		Gravy Mix, Peppered (Pioneer #212642 or Like)	6/24 oz	203	21.2100	4305.63	
comm	00010131		Ketchup, ind, 9 gm portion packs (Red Gold #REDY59G or appv)	case (1000)	550	20.9900	11544.50	CMAR
comm	00000970		Marinara Sauce Dipping Cups, 1 oz net off (Red Gold #REDNA1Z)	250/1 oz	900	37.3400	33606.00	Stocked/commodity CMAR
frz	00000090		Onion Rings, Whole Grain Breaded (Tasty Brands #33504)	6/5#	231	77.0400	17796.24	
dry	00000725		Orange, Mandarin Whl in pear juice	6/ #10	470	52.5700	24707.90	CMA
paper	00013280		Pan Liners, 16.4 x 24.4	case (1000)	100	54.7200	5472.00	CMA
frz	00005295		Pancake Wrap, Maple ORDER ME (Foster Farms)	56ct	170	30.1600	5127.20	Stocked CMA
dry	00010620		Peaches, Diced, Yellow Cling, in light syrup	case (6/10)	602	72.5800	43693.16	CMA
dry	00010639		Pears, Bartlett, diced in light syrup	case (6/10)	436	63.4400	27659.84	CMA
dry	00010800		Pineapple, Tidbits	case (6/10)	251	38.9400	9773.94	
comm	00000630		Pizza Crust, WGR 16" Parbaked (Rich's #14006)	18/cs	260	35.4500	9217.00	CMA
comm	00000460		Pizza, Big Daddy's Primo Four Cheese (Schwan's 78637)	72/5.18 oz	199	76.2400	15171.76	CMA

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May 23, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
comm	00000650		Pizza, Big Daddy's, Bold edge Pepperoni 16" (Schwan's #78986)	72/5.59 oz	650	74.5200	48438.00	CMA
comm	00016202		Pizza, Cheese, Alpha SD162WS, 16" WG , Thin (Alpha Simply Delicious 16)	9 ct	319	72.7300	23200.87	Stocked /Commodity
comm	00000351		Pizza, Fiestada, 72 ct (Tony's #68523)	72 ct	350	57.4700	20114.50	CMA
comm	00000423		Potato Pearls EXCEL Red. Sod. Mashed Potatoes (Basic American Foods, Pot)	Case 12/28 oz cartons	400	63.2600	25304.00	CMA
comm	00000586		Potato, Fries, Crispy Crinkle Deep Groove (McCain Crispy Bakeable De)	6/5#	535	55.7600	29831.60	Stocked /Commodity
comm	00005390		Potatoes, Spiral, Crispy Seasoned (McCains #MCL03622)	6/4#	535	33.0600	17687.10	CMA
comm	00000943		Potatoes, Sweet, Savory Seasoned 5/16" (McCain 1000004309)	6/2.5#	270	34.5400	9325.80	CMA
snack	00000257		Rice Krispies Treat, WG 1.41 oz (Kelloggs Rice Crispy #380)	80/1.41 oz	135	37.9900	5128.65	CMA
frz	00000827		Roll, Honey Wheat,,Dough, Bridgford ORDER ME (Bridgeford Roll # 6737)	180/ 2 oz	1333	25.2000	33591.60	CMA
frz	00000837		Smokies,Beef Cloverdale #131830 (Cloverdale #131830)	10#	485	45.2900	21965.65	
paper	00000017		Spoons Refill, SmartStock Plastic Polystyrene (Georgia-Pacific Spoon Ref)	24/40 pc	460	34.3300	15791.80	CMA
comm	00000259		Steak Fingers, Wh. Gr, breaded (AdvancePierre #1000009788)	125/3.88 oz	675	105.9700	71529.75	
comm	00016274		Stuffed Sticks, Tony's, mozz, 2oz. (Tony's #73338)	case (200ct)	350	71.1600	24906.00	CMA
dry	00000918		Syrup, Maple Flavored (Smucker's #5150002283)	100/1.4 oz	8302	14.0500	116643.10	CMA
paper	00016210		Tray, Paper, 5#	500 ct	241	46.6400	11240.24	
paper	00000869		Trays, 5 comp, white Order ME (GENPAK)	4/ 125 ct	2039	27.9600	57010.44	CMA
comm	00005507		Uncrustables PB w/Grape Jelly, 2.6 oz (Smuckers #5150006960)	case (72)	1170	46.6000	54522.00	CMA
refri	00000808		Yogurt, Vanilla, Parfait Pro Pouch (Yoplait)	6/4 lb	336	27.7200	9313.92	CMA
							1639860.00	

MUSTANG PUBLIC SCHOOLS

Empowering Today to Achieve a Better Tomorrow

Child Nutrition

12400 SW 15th St. Yukon, OK 73009

Mustang Public Schools Child Nutrition Services Prime Vendor Proposal

7/1/24 through 6/30/25

Standard Bid Terms and Conditions

Mustang Public Schools is accepting Request for proposals for a prime vendor agreement from July 1, 2024 through June 30, 2025. Mustang Schools' agreement is intended to be a market basket to cover items in the following categories: General groceries, frozen, canned, dry, paper, disposable and certain cleaning products (see attached). It is not intended to cover bread, milk, produce, equipment or small wares.

Proposals will be received until 10:00 a.m. on Thursday May 2,2024. Proposals received after that time will be returned, unopened. Proposals will be opened at 10:00 a.m. at the Mustang Child Nutrition Office, 12400 S.W. 15th Street Yukon, Ok 73099. Sealed envelopes should be addressed to Kay Rainwater, Child Nutrition Director, Mustang Public Schools, and marked "Sealed Proposal, Prime Vendor". If mailing, mail to Mustang Public Schools, 12400 S.W. 15th St., Yukon, OK 73099 Attn: Kay Rainwater, Child Nutrition, to be received in my office by the same time and date.

This is a negotiated procurement utilizing the Request for Proposal method and, as such, award does not have to be made to the company submitting the lowest priced proposal. The award will be given to the company submitting the best responsive proposal satisfying the requirements of the Mustang Public Schools.

The Board of Education reserves the right to reject or accept any and all proposals. Contracts entered into on the basis of submitted proposal are revocable if contrary to law.

Detailed Specifications and Special Conditions

1. **General**

   The Board of the Mustang Schools, a public school district, hereinafter referred to as "District", proposes to contract with an organization hereinafter referred to as "Contractor", whereas the

Contractor will furnish and deliver food products and supplies to the Mustang Public School District.

The contract will be effective from 7/1/24 to 6/30/25, This agreement will become effective upon signing by both parties or to terminate the contract upon giving sixty (60) days written notice, with the board's approval, should Mustang Public Schools determine the Contractor is not performing with the provisions and intent of this agreement.

Upon receipt of termination notice, the bidder shall have twenty (20) days to correct noncompliance issues. If compliance is achieved, as determined by Mustang Public Schools, termination will be cancelled.

2. Scope

Total number of schools providing meals	15
Anticipated reimb. breakfast service per day	2200
Anticipated reimb. lunch service per day	7200
Food budget dedicated to prime vendor	80% of food costs

The goal of this Request for Proposal (RFP) is to establish a contract with a Distributor for the purchase and delivery of food and non-food items by Mustang Public Schools.

The contract shall include a complete and comprehensive program for orders, deliveries, fill-rate, pricing, invoicing, promotions and rebates, electronic data transmission, and evaluation programs.

Pricing proposals will be evaluated based on the lump sum of the Market Basket (see Attachment B).

Mustang Public Schools' expectations are that the Distributor shall maintain a high quality program for warehousing and distribution, to assure that first-in first-out principles are used, product shelf life is monitored, products are free of damage, correct products and quantities are selected and delivered at the correct price, product discrepancies and complaints are resolved and corrective action is initiated, customer satisfaction is monitored, supplier, USDA and FDA initiated food recalls are promptly reported, and salvaged products are not used. It is critical to Mustang Public Schools that an alliance is established with a Distributor who has a record of conforming to contractual requirements and schedules, a record of reasonable and cooperative behavior, commitment to customer satisfaction and an overall business-like concern for the interests and success of the customer. Proposals may include references from current Oklahoma school customers to help evaluate overall qualifications and customer satisfaction.

While the purpose of this RFP is to establish an agreement with a Distributor to provide Mustang Public Schools with a primary source of supply for regularly ordered food, the resulting agreement is not to be interpreted as an "exclusive" agreement with respect to all requirements for such products. Mustang Public Schools is not obligated to purchase off of this contract and can choose to purchase from other contracts if they wish. It is anticipated that certain products or categories of products will be accepted or excluded from the Agreement. A listing of specific

exceptions would include, but not be limited to the following: ice cream and novelties, fresh milk and dairy products, bread, produce, and non-food items.

Mustang Public Schools cannot and will not guarantee any purchase volume under any contract resulting from this RFP.

Mustang Public Schools expects the Distributor to work in concert with all the participating staff to provide a high-quality dining program at competitive prices. With this goal in mind, the Distributor is expected to apprise Mustang Public Schools and participating districts of opportunities to reduce cost and maintain high standards of food quality.

As the contract commences, pricing may be requested for new items. The Distributor may negotiate pricing with manufacturers on behalf of Mustang Public Schools and the participating districts.

3. Contractor Qualifications

Ordering Equipment

The Contractor must ensure that ordering may be done online, either through existing hardware and software or by providing needed hardware and /or software. Contractor is able to provide "Net Off Invoice" discounts at time of delivery, using K12 Foodservice and Processor Link software.

Order Schedule

Orders shall be prepared by a representative from the District and shall be submitted via online program no later than 3:00 p.m. for next day delivery. Scheduled deliveries will be made one time weekly at all 15 Mustang schools. Occasional deliveries to the school warehouse will also be required, but not more than one time every two weeks. Deliveries will be accepted from 6:00 a.m. until 2:00 p.m. on the delivery days agreed upon by the District and the Contractor.

Substitutions, Shortages, Delivery Failure

Item substitutions shall not be made without the District's prior approval. Any unapproved substitutions will be subject to being returned with full credit. If the Contractor fails to deliver an order, or has shortages, the Contractor will take corrective action by making a special delivery as needed. An average fill rate of 98% to 100% is expected.

Credits/Returns

Within thirty (30) days of receipt of a deficient or incorrect product, the District will contact the Contractor's account representative who will arrange for the pick-up and credit of the product in a timely manner.

Damaged Items or Late Shipments

The Contractor must notify Mustang Schools of any late deliveries or delayed shipments. If the District ordered with sufficient time for the Contractor to supply and was guaranteed delivery by

a set date, the District reserves the right to cancel all or any part of an order that was not delivered in the agreed upon timeframe

4. Delivery Conditions

Delivery Procedure

Contractor's facilities and delivery vehicles must conform to local, state and federal rules and regulations regarding sanitation and are subject to inspection by District. Deliveries will be made at each school site and the District Warehouse as needed. Three schools cannot accept deliveries at certain times of the day due to poor parking situations, etc. Details will be worked out with Contractor.

The Contractor's driver will deliver and off load all products to a specified area in the facility, giving District employees time to check delivery for accuracy. The driver must note on invoice if short. Contractor may deliver to refrigerators, freezers or storerooms as needed and shall provide the necessary equipment to do so.

All products delivered shall be maintained at their proper temperature, throughout staging, loading and transport. Any items not maintained at proper temperatures will be refused.

Itemized invoices in duplicate, including the District's site name and account number, product name, sell price, extension and total charges will accompany all orders. Substitutions shall be noted on the invoices. Each site will be invoiced separately. A District employee must sign for the delivery.

5. Pricing Information

Cost of Items

The fixed fee structure established with the initial proposal may not change during the life of the contract. The fee structure shall remain firm for the duration of the contract on all products purchased through this agreement.

The District is requesting pricing that includes the actual cost (actual cost to the Vendor) of product plus a fixed fee for service per each case. The Vendor shall specify (on the attached "Attachment C - Fixed Fee per Case Schedule") the fixed fee for service per case for each category of food and supplies not specifically listed on the market basket response sheets. The fixed fee for service shall be a set flat-rate fee and not a percentage of the cost. The fixed fee for service shall include all associated costs, including, but not limited to, shipping, freight, storage, and fuel surcharges.

A market basket of items is attached with the proposal (see "Attachment B – Market Basket"). Pricing proposals will be evaluated based on the lump sum of the Market Basket. To evaluate pricing data, Vendors shall use "Distributor Costs" for the 2024-25 school year, beginning on July

1, 2024. For staple-type items, where School Year 2024-25 pricing is not available, vendors shall use "Distributor Costs" for the week of February 1, 2024.

All price quotes must be submitted on the forms that accompany this RFP.

Vendor must guarantee that quoted items meet or exceed attached specifications by offering the Brand Name or "Equal to" for all items listed. To evaluate the quality of items offered, Vendor must submit specification sheets for any "alternate" items offered or where no brand/manufacturer is specified by the District. Mustang Public Schools has sole authority in determining whether or not an item is an acceptable alternate. No items requested shall include any state or federal excise tax. The tax exemption certificate will be furnished upon request. As the contract commences, pricing may be requested for new items. The Distributor may negotiate pricing with manufacturers on behalf of Mustang Public Schools.

6. **Evaluation of Proposal**

A Market Basket bid will be done by giving the Contractor's set item price multiplied by the estimated quantity, plus the fixed fee per case cost to equal the Total (delivery price) to Mustang Schools. If a freight cost per drop applies, please list amount on specified page. **District's estimated quantities are merely approximations of anticipated usage for the length of the agreement. These numbers are no guarantee of minimum or maximum purchase. The District should not be held liable to accept products based on "estimated usage" numbers.**

Market Basket Instructions:

For each item listed, the bidder shall provide the following information:

a. Brand name & Product #

b. Pack size/count per case/ozs per item (if your pack size is the same as listed on our form, acknowledge with checkmark)

c. available (regular stock item) – Yes or No

d. Cost of unit

e. Fee per case

f. Net delivery price to Mustang Schools

7. Auditing

Mustang Schools reserves the right to conduct two audits through the contract Time. The bidder will be given two weeks' advance notice in order to prepare the documents for review. The bidder shall promptly reimburse Mustang Schools for any overcharges disclosed by such an audit.

8. Evaluation of the Bid

To be considered as a viable bidder, bids must be completed on the forms provided by Mustang Schools. **Bidder must list distributor item #s or write NO BID, or SPECIAL ORDER, if there is no item # available. Variance from our forms on product items per case, quantities and/or weights must be noted on the bid document.**

Mustang reserves the right to test samples of items listed in the specifications at the bidder's expense to verify quality, etc.

Products of the USA are required. Please state if item is not available in the USA.

Evaluation and Award

The award will be made, on the basis of price and other factors, to the responsive and responsible firm or individual whose response is most advantageous to the district, after price and other factors have been considered. Proposal evaluations will consider the following:

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	15 points
• Service and Delivery	15 Points
• Discounts and Incentives (e.g., quick payment, p-card, volume)	10 Points
• Value-Added Services (e.g., reporting, inventory management)	10 Points
• Overall Qualifications, including past experience/history	10 Points

Buy American - Schools such as Mustang, participating in the federal school meal programs, are required to purchase domestic commodities and products for school meals to the maximum extent practicable. Domestic commodity or product means an agricultural commodity that is produced in the US and a food product that is processed in the US substantially (at least 51%) using agricultural commodities that are produced in the US. While rare, 2 exceptions may exist when: 1) the product is not produced or manufactured in the US in sufficient, reasonable or available quantities of a satisfactory quality, such as bananas and pineapple and 2) competitive proposals reveal the cost of a domestic product is significantly higher than a non-domestic product.

Equal Opportunity and Discrimination - The vendor certifies that it is 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 vendor assures 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.

Termination for Cause information - The contract will be effective from 7/1/24 to 6/30/25, subject to the right of the District to terminate the contract upon giving sixty (60) days written notice, should Mustang Public Schools determine the Contractor is not performing with the provisions and intent of this agreement.
Upon receipt of termination notice, the bidder shall have twenty (20) days to correct noncompliance issues. If compliance is achieved, as determined by Mustang Public Schools, termination will be cancelled.

The vendor must comply with all applicable standards, orders, or requirements issued under Section 306 of the **Clean Air Act** (42 U.S.C. 1857[h]), Section 508 of the **Clean Water Act** (33 U.S. C. 1368), Executive Order 11738, and **Environmental Protection Agency (EPA) Regulation** (40 CFR §15), which prohibit the use of nonexempt federal contracts, grants, or loans of facilities included on the EPA list of violating facilities. The provision shall require reporting of violations to the grantor agency and to the EPA Assistant Administrator for Enforcement (EN-329). The contract must recognize mandatory standards and policies relating to energy efficiency that are contained in the State Agency conservation plan issued in compliance with the Energy Policy and Conservation Act (Public Law 94-163).

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, ***all contracts*** awarded by the nonfederal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 70 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every

mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market or contracts for transportation or transmission of intelligence.

Debarment or Suspension – Mustang Child Nutrition is prohibited from contracting with an individual or company that has been debarred or suspended in accordance with 2 CFR §180, as adopted and modified by USDA regulations at 2 CFR §417. This prohibition does not extend to contracts in existence at the time of the debarment or suspension or to most contracts under $25,000. Rather, it applies to new contracts and extensions or renewals of existing contracts of $25,000 or more and to contracts for audit services, regardless of amount.
lobbying Certification (Reference 200.326[1]) Lobbying certification must be obtained for procurement contracts of more than $100,000. Any vendor whose contract award is for more than $100,000 must complete a Certification Regarding Lobbying form (attached). Mustang Child Nutrition must keep this signed certification statement on file with a copy of the vendor's contract. Any SFA or its vendors who participate in lobbying activities must complete a Disclosure of Lobbying
Activities form (attached). Mustang Child Nutrition must submit this completed form to the State Agency. A vendor would submit its completed form to Mustang Child Nutrition.

Protest Procedures – Mustang Schools has protest procedures in place to handle and resolve disputes relating to procurements and shall in all instances disclose information regarding the protest to the awarding agency. A protestor must exhaust all administrative remedies with Mustang Child Nutrition before pursuing a protest with a federal agency. Reviews of protests by the federal agency will be limited to: (Reference USDA Policy Memo2006-SNP-06)

a. Violations of federal law or regulations and the standard of 2CFR§200 (violations of state or local laws will be under the jurisdiction of state or local authorities). AND
b. Violations of Mustang Child Nutrition director's protest procedures for failure to review a complaint or protest. Protests received by the federal agency other than those specified above will be referred to the Child Nutrition director.

Proposals must include the attached signed and notarized Non-Kickback Affidavit, Non-Collusion Affidavit and Statement of Compliance provided and any other applicable forms supplied.

If you have any questions or concerns, please contact me at the phone number listed below between 6:30 a.m. and 3:30 p.m. weekdays or send an email.

We look forward to a good school year ahead! Thank you for the time and effort put into providing us a bid!

Sincerely,

Kay Rainwater

Kay Rainwater
Child Nutrition Director
(405) 376-7319
e-mail address: rainwatern@mustangps.org

Evaluation and Award

The award will be made, on the basis of price and other factors, to the responsive and responsible firm or individual whose response is most advantageous to the district, after price and other factors have been considered. Proposal evaluations will consider the following:

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	15 Points
• Service and Delivery	15 Points
• Discounts and Incentives e.g., quick payment, p-card, volume	10 Points
• Value-Added Services e.g., reporting, inventory management	10 Points
• Overall Qualifications, including past experience/history	10 Points

US Foods/Premier

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	15 Points
• Service and Delivery	15 Points
• Discounts and Incentives e.g., quick payment, p-card, volume	10 Points
• Value-Added Services e.g., reporting, inventory management	10 Points
• Overall Qualifications, including past experience/history	10 Points

Ben E Keith

• Cost/Delivered Price	50 Points
• Ability to Provide Products and Meet Specifications	05 Points
• Service and Delivery	10 Points
• Discounts and Incentives e.g., quick payment, p-card, volume	05 Points
• Value-Added Services e.g., reporting, inventory management	10 Points
• Overall Qualifications, including past experience/history	05 Points

Mustang Public Schools

Receive Bid Document: 0264
Market Basket SY24/25
Vendor: Ben E. Keith Company

May 23, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
comm	00000962		Applesauce Cups, Unswt. Blue Rasp, 96 ct (Peterson Farms #ASA10008)	96/4.5 oz	225	0.0000	0.00	Not Stocked /Commodity no bid
comm	00000835		Applesauce Cups, Unswt. Peach, 96 ct (Peterson Farms #ASA10017)	96/4.5 oz	225	0.0000	0.00	Not Stocked /Commodity
comm	00000733		Applesauce Cups, Unswt. Strawberry, 96 ct (Peterson Farms #ASA10014)	96/ 4.5oz	225	31.7500	7143.75	
comm	00000844		Applesauce Cups, Unswt. Watermelon, 96 ct. (Peterson Farms #ASA10018)	96/4 oz	225	0.0000	0.00	Not Stocked /Commodity
comm	00000517		BBQ Sauce, 1 oz. Dunk Cups (Bullseye) 100 cups vs 250 cups	250/1 oz	240	14.5700	3496.80	Not Stocked /Commodity diff brand 100 per case
comm	00000516		BBQ Sauce, 6/#10 Jug (Red Gold BBQ Sauce REDOA9)	6/#10	59	0.0000	0.00	Not Stocked /Commodity no bid
dry	00010070		Beans, Green, 4 sieve, Low Sodium	case (6/10)	231	33.8000	7807.80	
comm	00000402		Beans, Refried, Low Sodium, Smart Svg. (Basic American #10302)	6/26 oz	274	37.6200	10307.88	
dry	00010100		Beans, Vegetarian, mild small Bushs (Hanover)	case (6/10)	429	33.5800	14405.82	
comm	00000285		Beef Crumbles, Low Sod., ORDER ME (Advance Pierre)	8/ 5#	185	200.1300	37024.05	Not Stocked /Commodity
comm	00000194		Beef Patty, Flm Brl w/Onion 100 ct, (AdvancePierre)	100/2.6 oz	845	71.1900	60155.55	Not Stocked /Commodity
comm	00000265		Biscuit, 2.60 oz, Whole Grain, Handi-split (Rich's #13457)	182/2.6 oz	341	42.0100	14325.41	
comm	00000751		Bosco Sticks,	144/ 2.04 oz	355	58.4800	20760.40	
frz	00000834		Breadstick Dough, Cheesy Garlic, Bridgeford (NYFrozen) 168 servings vs. 320 servings	320/1.125 oz	342	32.0900	10974.78	Does not meet whole grain requirement
comm	00000115		Breakfast Pizza 51% WG, turk saus w/red sauce (Tony's Breakfast Squares)	128/3.31 oz	150	50.7200	7608.00	Not Stocked /Commodity
frz	00005071		Broccoli, cut, frozen, 20 #	20#	376	23.0300	8659.28	
dry	00010132		Cereal Bowl Pk, Cinn Toast Crunch, Red. Sugar (Gen. Mills #100-160000-29)	case (96)	264	37.7700	9971.28	
dry	00010135		Cereal Bowl Pk, Lucky Charms (General Mills)	Case (96)	276	37.7700	10424.52	
dry	00000794		Cereal Cocoa Puffs Bowl Pack 2 oz	60/ 2 oz	206	40.8600	8417.16	
comm	00000162		Cheese Sauce, Ultimate Yellow, Red Sod (Land O'Lakes #39945)	6/106 oz	450	75.7600	34092.00	
comm	00016488		Cheese, American Shred Lite , net off (Land O'Lakes #41728)	4/5#	180	65.1300	11723.40	

Mustang Public Schools

Receive Bid Document: 0264
Market Basket SY24/25
Vendor: Ben E. Keith Company

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
comm	00005132		Cheese, Mozz String, Ind. Wrap, net off (Land O'Lakes #59703)	168/1 oz	351	39.8400	13983.84	
comm	00005254		Cheese, Mozzarella Shredded (Bellacibo)	4/5#	180	42.7600	7696.80	Not Stocked /Commodity
comm	00016739		Chicken Diced, 10# (Tyson #22830-928)	2/5#	305	44.9800	13718.90	Not Stocked /Commodity
comm	00000465		Chicken Drumsticks, Breaded, Traditional	4/7.4# bags	285	97.4000	27759.00	Not Stocked /Commodity
comm	00000967		Chicken Drumsticks, MesquiteGlaze (Tyson #10264360928)	4/7.5 lb	200	0.0000	0.00	Not Stocked /Commodity No Bid
comm	00000968		Chicken Pattie, Hot & Spicy, WG, GoldCreek (Tyson)	8/4 lb	411	84.3400	34663.74	Not Stocked /Commodity
comm	00000925		Chicken Patty,GoldenCrispy,WG NEW (Tyson #10703020928)	132/3.75oz	444	76.6500	34032.60	
comm	00000587		Chicken Tender Breaded GoldKist WG (GoldKist #7527)	107/4.50oz	700	119.2700	83489.00	Not Stocked /Commodity
comm	00000188		Chicken, PopCorn WG GoldKist	104/4.30oz	500	85.2000	42600.00	
snack	00016231		Chips, Baked Cheetos Flamin Hot, Crunchy (Baked Cheetos Crunchy Hot)	104/.88	262	40.7100	10666.02	
snack	00016230		Chips, Red Fat Cooler Rnch, sm bg (Frito-Lay #36096)	72/1 oz	171	28.8800	4938.48	
snack	00016229		Chips, Red Fat Doritos, Nacho Chs, sm bag (Frito-Lay #31748)	72/1 oz	1016	28.8800	29342.08	
dry	00000397		Chips, Red Fat Doritos Flamas (Frito Lay)	72/ 1 oz	381	28.8800	11003.28	
snack	00016730		Chips, Red. Fat, Doritos, Spicy Sweet Chile (Frito-Lay #49093)	72/1 oz	220	28.8800	6353.60	
dry	00000864		Chips, Tortilla,Yellow Round (ORDER ME!) (Gransabro)	6/ 2#	458	20.8900	9567.62	
snack	00000897		COOKIE, SUGAR ICED PINK WG 1.5 OZ CN CLAMSHELL F (Richs)	126/ 1.5 oxz	90	59.2500	5332.50	Not Stocked
frz	00005217		Corn Dog, Chicken, Whole Gr (Foster Farms #95150 or ap)	72/4.0 oz	670	45.0900	30210.30	
comm	00000831		Cornbread Poppers, WG #18510 (Rich's #18510)	128/3 popper serving	75	0.0000	0.00	Not Stocked /Commodity No bid
paper	00013124		Cutlery Kit: spork, straw, napkin (Wallace)	case (1000)	320	21.7500	6960.00	
frz	00000779		Donut, Cake Ring Choc Glzd WGR (Bake Crafters #1937)	72/3.2 oz	293	55.9600	16396.28	
DRINK	00000303		Drink,DietCoke	24/20 oz	244	37.9300	9254.92	

Mustang Public Schools

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Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
DRINK	00000304		Drink,DietDrPepper	24/20 oz	330	37.9300	12516.90	
DRINK	00000358		Drink,SparklingICE,Cherry Limeade (Sparkling Ice Cherry Lime)	12/17 oz	576	11.2500	6480.00	
DRINK	00000360		Drink,SparklingICE,KiwiStrawberry (Sparkling Ice Kiwi Strawb)	12/17 oz	653	11.2500	7346.25	
DRINK	00000359		Drink,SparklingICE,OrangeMango (Raspberry Sparkling Water)	12/17 oz	297	12.2500	3638.25	
DRINK	00016197		Drink,Water,MustangLogo16oz (ORDER ME!)	24/16 oz	775	0.0000	0.00	No Bid
comm	00000791		Eggs, Scrambled (Sunny Fresh #110026384)	4/5 lbs	79	77.3900	6113.81	
paper	00000015		Forks Refill, SmartStock Plastic Polystyrene (Georgia-Pacific SmartStoc)	24/40 pc	467	33.7500	15761.25	
comm	00000724		FRENCH TOAST STICK, Cinnamon Glaze WG (Papettis)	100/ 2.9 oz	508	83.1600	42245.28	Not Stocked /Commodity
dry	00010340		Fruit Cocktail, light syrup	case (6/10)	361	47.2400	17053.64	
dry	00000269		Gravy Mix, Peppered (Pioneer #212642 or Like)	6/24 oz	203	20.5500	4171.65	
comm	00010131		Ketchup, ind, 9 gm portion packs (Red Gold #REDY59G or appv)	case (1000)	550	21.8300	12006.50	
comm	00000970		Marinara Sauce Dipping Cups, 1 oz net off	250/1 oz	900	15.6900	14121.00	Not Stocked /Commodity
frz	00000090		Onion Rings, Whole Grain Breaded (Tasty Brands #33504)	6/5#	231	76.2600	17616.06	
dry	00000725		Orange, Mandarin Whl in pear juice (Roland)	6/ #10	470	38.6500	18165.50	
paper	00013280		Pan Liners, 16.4 x 24.4	case (1000)	100	47.5700	4757.00	
frz	00005295		Pancake Wrap, Maple (Jimmy Deans)	60	158.6667	36.1200	5731.04	Not Stocked
dry	00010620		Peaches, Diced, Yellow Cling, in light syrup	case (6/10)	602	38.2400	23020.48	
dry	00010639		Pears, Bartlett, diced in light syrup	case (6/10)	436	39.2400	17108.64	
dry	00010800		Pineapple, Tidbits	case (6/10)	251	37.0500	9299.55	
comm	00000630		Pizza Crust, WGR 16" Parbaked (Rich's #14006)	18/cs	260	39.2100	10194.60	
comm	00000460		Pizza, Big Daddy's Primo Four Cheese (Schwan's 78637)	72/5.18 oz	199	73.6100	14648.39	

Mustang Public Schools

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Market Basket SY24/25
Vendor: Ben E. Keith Company

May 23, 2024

Cat.	Item #	Vend #	Item Description (Brand/Product #)	Purchase Unit	Estimate Qty	Quote Per Purch Unit	Total	Changes / Notes
comm	00000650		Pizza, Big Daddy's, Bold edge Pepperoni 16" (Schwan's #78986)	72/5.59 oz	650	79.7500	51837.50	
comm	00016202		Pizza, Cheese, Alpha SD162WS, 16" WG , Thin	9 ct	319	58.9400	18801.86	Not Stocked /Commodity
comm	00000351		Pizza, Fiestada, 72 ct (Tony's #68523)	72 ct	350	52.4900	18371.50	
comm	00000423		Potato Pearls EXCEL Red. Sod. Mashed Potatoes (Basic American Foods, Pot)	Case 12/28 oz cartons	400	73.7600	29504.00	
comm	00000586		Potato, Fries, Crispy Crinkle Deep Groove	6/5#	535	34.9800	18714.30	Not Stocked /Commodity
comm	00005390		Potatoes, Spiral, Crispy Seasoned (McCains #MCL03622)	6/4#	535	37.8500	20249.75	
comm	00000943		Potatoes, Sweet, Savory Seasoned 5/16"	6/2.5#	270	39.8600	10762.20	
snack	00000257		Rice Krispies Treat, WG 1.41 oz (Kelloggs Rice Crispy #380)	80/1.41 oz	135	37.5100	5063.85	
frz	00000827		Roll, Honey Wheat,,Dough, Bridgford ORDER ME (Bridgeford Roll # 6737)	180/ 2 oz	1333	33.3000	44388.90	
frz	00000837		Smokies,Beef Cloverdale #131830 (Cloverdale #131830)	10#	485	41.7500	20248.75	
paper	00000017		Spoons Refill, SmartStock Plastic Polystyrene (Georgia-Pacific Spoon Ref)	24/40 pc	460	33.7500	15525.00	
comm	00000259		Steak Fingers, Wh. Gr, breaded (AdvancePierre)	125/3.88 oz	675	136.6700	92252.25	
comm	00016274		Stuffed Sticks, Tony's, mozz, 2oz. (Tony's #73338)	case (200ct)	350	64.8800	22708.00	
dry	00000918		Syrup, Maple Flavored (Smucker's #5150002283)	100/1.4 oz	8302	18.1600	150764.32	
paper	00016210		Tray, Paper, 5#	500 ct	241	32.7100	7883.11	
paper	00000869		Trays, 5 comp, white Order ME (GENPAK)	4/ 125 ct	2039	27.2500	55562.75	
comm	00005507		Uncrustables PB w/Grape Jelly, 2.6 oz (Smuckers #5150006960)	case (72)	1170	47.8500	55984.50	
refri	00000808		Yogurt, Vanilla, Parfait Pro Pouch (Yoplait)	6/4 lb	336	31.8800	10711.68	

	1586597.00	

NON-COLLUSION AFFIDAVIT

The following affidavit must be submitted, fully executed and notarized by all persons, entities, corporations or companies that desire to submit a bid for providing goods or services to this district.

STATE OF OKLAHOMA]
] ss
COUNTY OF _____]

I, _____ of lawful age and being first duly sworn upon oath, state that I am the designated agent, officer or official of _____ (hereinafter referred to as "bidder") duly authorized to submit the attached competitive bid for an on behalf of bidder, that I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached, and that I have been personally and directly involved in the proceedings leading to the submission of this bid on behalf of bidder and, therefore, further confirm and state, under oath as follows:

That there has been no collusion among bidders and/or between bidders and school district officials or employees regarding any matter relevant to the contract or project being bid or the bid therewith submitted by bidder;

That nothing of value has been given or offered to school district personnel by bidder, or the agents, officials, officers or employees of bidder, in return for special consideration in the letting of the contract pursuant to the bid to which this statement is attached;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any agreement to bid at a fixed price or to refrain from bidding;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any collusion with any school district official or employee as to quantity, quality of price in the prospective contract, or as to any other terms of such prospective contract;

That neither the bidder, nor any officer, official, agent, servant or employee of bidder, has been a party to any discussions between bidders and/or any school district official or employee whereby bidder, or any other bidder, would or could obtain an unfair competitive advantage or money or other thing of value would change hands relative to the consideration or awarding of the contract being herewith bid.

Signature of Affiant _____

Subscribed and sworn before me, a Notary Public in and for the State of Oklahoma, this the 9th day of April, 2024, _____.

LINDA ANN WHITAKER WHEELER
Notary Public in and for
STATE OF OKLAHOMA
Commission #20013790
Expires: 9 Nov 2024

Linda Ann Whitaker Wheeler
Notary Public

My Commission Expires: 9 Nov 2024

STATEMENT OF COMPLIANCE

(Regarding Prohibition of felony & Sex Offenders on school Premises)

The undersigned, _____ A volunteer of the Mustang Public Schools system makes the following declaration as required by Section 6-101.48 of title 70 of the Oklahoma Statutes.

I declare that I have not been convicted in this state, the United States or another state of any sex offense subject to the Sex Offenders Registration act or are subject to another state's or the federal sex offender registration provisions.

I further declare that while working on school premises during normal working hours I have not been convicted of a felony offense within the past (10) years in this State, the United States, or another state.

I further understand that Title 57, Oklahoma Statutes, section 589 provides as follows to wit:

> It is unlawful for any person registered pursuant to the Sex Offenders Registration act to work with or provide services to children or to work on school premises, or for any person who offers or provides services to children or volunteers services with children on school premises who is registered pursuant to the Sex Offenders Registration Act. Upon conviction of any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars ($1000.00). In addition, the violator may be liable for civil damages.

Dated this _____ day of _____, _____.

Signed: _____

Mustang Public Schools 12400 S.W. 15th St. Yukon, OK 73099

STATE OF OKLAHOMA)
) SS
COUNTY OF)

The undersigned (architect, contractor, supplier, or engineer), of lawful age, being first duly sworn, on oath says that this contract (purchase order) is true and correct. Affiant further states that the (work, services, or materials) will be (completed or supplied) in accordance with the plans, specifications, orders, or requests furnished the affiant. Affiant further states that he or she has made no payment, directly or indirectly, to any elected official, officer, or employee of the SFA or technology center SFA, of money or any other thing of value to obtain or procure the contract or purchase order.

Chase Sparks
(Contractor, Supplier, Engineer, or Architect)

Ben E Keith
Vendor/Company Name

Attested to before me this 9th day of April ,

LINDA ANN WHITAKER WHEELER
Notary Public in and for
STATE OF OKLAHOMA
Commission #20013790
Expires: 9 Nov 2024

Linda Ann Whitaker Wheeler
Notary Public (or Clerk or Judge)

My Commission Expires: 9th Nov-2024

INSTRUCTIONS FOR COMPLETION OF SF-LLL,

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action or a material change to a previous filing, pursuant to Title 31 U.S.C. §1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered federal action. Use a Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget (OMB) for additional information.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered federal action.

2. Identify the status of the covered federal action.

3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered federal action.

4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional district, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee; e.g., the first subawardee of the prime is the first tier. Subawards include, but are not limited to, subcontracts, subgrants, and contract awards under grants.

5. If the organization filing the report in Item 4 checks *Subawardee*, then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.

6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example: Department of Transportation, United States Coast Guard.

7. Enter the federal program name or description for the covered federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.

8. Enter the most appropriate federal identifying number available for the federal action identified in Item 1; e.g., Request for Proposal (RFP) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the federal agency. Include prefixes; e.g., *RFP-DE-90-001*.

9. For a covered federal action where there has been an award or loan commitment by the federal agency, enter the federal amount of the award/loan commitment for the prime entity identified in Item 4 or Item 5.

10. a. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.

    b. Enter the full name of the individual performing services, and include full address if different from 10a. Enter last name, first name, and middle initial (MI).

11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate item. Check all items that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

13. Check the appropriate box. Check all boxes that apply. If *Other*, specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the dates of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with federal officials. Identify the federal officials or employees contacted or the officers, employees, or Members of Congress that were contacted.

15. Check whether Continuation Sheets are attached.

16. The certifying official shall sign and date the form, print his or her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

STANDARD FORM-LLL

1.	2.	3.
☐ a. Contract ☐ b. Grant ☐ c. Cooperative Agreement ☐ d. Loan ☐ e. Loan Guarantee ☐ f. Loan Insurance	☐ a. Bid/Offer/Application ☐ b. Initial Award ☐ c. Postaward	☐ a. Initial Filing ☐ b. Material Change Year _____ Quarter _____ Date of Last Report _____

4.	5. **If Reporting Entity in No. 4 Is Subawardee, Enter**
☐Prime ☐ Subawardee Tier _____, if known Congressional District, if known: _____	Congressional District, if known: _____
6.	7. CFDA Number, if applicable: _____
8. *(if known)*	9. *(if known)*
10. a. *(if individual, last name, first name, MI)*	b. *(including address if different from No. 10a) (last name, first name, MI)*
11. *check all that apply)* $ _____ ☐ Actual ☐ Planned	13. *(check all that apply)* ☐ a. Retainer ☐ b. One-Time Fee ☐ c. Commission ☐ d. Contingency Fee ☐ e. Deferred ☐ f. Other: *(specify)* _____
12. *(check all that apply)* a. Cash Nature _____ b. In-kind (specify) Value _____	

14. of services performed or to be performed and date(s) of service, including officer(s), employee(s), or member(s), contracted for payment indicated in Item 11:

(Attach Confirmation Sheets if necessary)

15. ☐ ☐

16. Information requested through this form is authorized by Title 31 U.S.C. §1352. This disclosure of lobbying activities is a material representation of fact upon which evidence was place by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. §1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosures shall be subject to a civil penalty of not less than $10,000 and not more than $150,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone Number: _____ Date: _____

Federal Use Only:	Authorized for Local Reproduction

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND

This certification is required by the regulations implementing Executive Order 12549 and 12689, Debarment and Suspension, Title 2 CFR, §180, as adopted and modified by USDA regulation at 2 CFR §417, Responsibilities of Participants Regarding Transactions.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE.)

1. The prospective lower-tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower-tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Organization/Vendor Name

Name(s) and Title(s) of Authorized Representative(s)

Name(s) and Title(s) of Authorized Representative(s)

Name of Institution/SFA Official

Title of Official

Signature

Date

IMPORT PRODUCTS/BUY AMERICAN ACT

The 1998 reauthorization of the National School Lunch Act requires school districts participating in the National School Meals Programs in the contiguous 48 states of the United States to buy food products produced in the United States (domestic) when using Federal Funds. Therefore, if there is a domestic and non-domestic product available, you must propose and supply domestic products. You may supply non-domestic products only when domestic products are unavailable. As defined in this legislation, a domestic food commodity is an agricultural commodity that is produced in the United States. A domestic food product is processed in the United States using substantially domestic agricultural commodities. Substantially means that over 51 percent of the finished product come from American produced products. Implementing Federal Regulations are 7 CFR 210.21 and 220.16 published on September 20, 1999. You may be required to provide certification of domestic origin and content. You must certify that the majority of products you propose to supply meet the Federal Requirement in the "Buy American Acts" and stipulate which specific products are unavailable domestically. Exceptions to this rule are pineapple, mandarin oranges, olives, tuna fish, tea, spices and coffee. Products not in compliance with this section shall be in violation of the Federal "Buy American" policy. This purchasing requirement does not apply in instances when:

a) The District/Cooperative has unusual or ethnic food preferences which can only be met through purchases of products not produced in the United States
b) The product is not produced in the U.S. in sufficient and reasonable quantities of a satisfactory quality
c) The cost of the US product is significantly higher than foreign products.

CERTIFICATE

I/We hereby certify that

_____	_____	_____
Company Name	Address	Phone Number

Will abide with the Buy American Act and supply domestic products to Edmond Public Schools, except in the authorized exceptions listed above.

List Non-Domestic Products proposed to be Provided:

PRODUCT	COUNTRY OF ORIGIN

Upon request, we will show proof that our practices do meet in every respect the requirements of the Buy American Act.

_____ (Owner or Officer of Firm)

_____ (Title) _____ (Date)

Attachment C - Fixed Fee per Case Schedule

This fixed fee is the amount the District will pay above the actual cost to the Vendor. This will include all associated surcharges and costs, including, but not limited to, shipping, freight, storage, and fuel.

The District will consider proposed variations of the schedule listed below.

PRODUCT CATEGORY	FIXED FEE / CASE
Canned Fruits and Vegetables	$2.25
Frozen Fruits and Vegetables	$2.25
Dry Goods	$2.25
Refrigerated Foods	$2.25
Dairy	$2.25
Frozen Center-of-Plate (Meat and Cheese)	$2.25
Fresh Fruits and Vegetables	$2.25
Condiments / Portion Control Items	$2.25
Paper Goods / Disposables	$2.25
Cleaning / Janitorial Supplies	$2.25
Chemicals	$2.25

CONTRACT APPROVAL MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Assistant Superintendent of Operations

Date: 6/10/2024

Contract Vendor: Hoodz **Time Frame:** June - July 2024

Discussion, motion and possible action to approve entry into an agreement with the above-referenced vendor for the following services:

Kitchen Exhaust Systems - deep cleaning - Annual maintenance

Kitchen Exhaust System Deep Cleaning
Proposal of Services

Name & Location: Mustang School District (15 kitchens)
Contact & Info: Rachel Martin, Nutrition/Accounts Payable; cell 405-226-2977

Pricing & Annual Schedule*

Exhaust System Name	Frequency	Price	Comments:
Kitchen Exhaust System Cleaning	Annually	$275/hood system*	Includes cleaning vent hood filters

*We will continue to monitor the grease build-up on this exhaust system. If the frequency needs to be adjusted, management will be notified. Cleaning cycle will repeat annually.

Specified Conditions:

This discounted price of $275/hood would be contingent on HOODZ getting key/code access to the kitchen after hours. If the kitchen staff is not cooking during the day, we may clean some kitchens during the day but given our crews work at night, most would be done after hours (730p-730a). We would clean the fan on the roof, the duct, the hood, and this price includes us cleaning the vent hood filters as well.

The following schools are located in the OKC Fire Marshal District and they require us to upload reports to their Compliance Engine Portal, those schools would be $15/school extra due to the fire marshal fee.

Valley Elementary 3001 S Morgan Rd, Yukon, OK 73099
North Middle School 10901 SW 15th St, Yukon, OK 73099
Trails Elementary 12025 SW 15th St , Yukon, OK 73099
Creek Elementary 10821 SW 15th St, Yukon, OK 73099
Prairie View Elementary 9201 SW 59th St, OKC, OK 73099
Riverwood Elementary 11800 SW 44th St, Yukon, OK 73099
Meadow Brook Intermediate 12500 SW 15th St Yukon, OK 73099
Central Middle School 11820 SW 44th St Yukon, OK 73099
Canyon Ridge

If we get above access, we can get them cleaned before the end of July and/or before August 8.

Thank you for the opportunity to earn your business.

I accept this proposal for services and agree to the terms and conditions.

Print Name _____ Print Title _____

Signature _____ Date _____

HOODZ of Oklahoma: 4100 Will Rogers Pkwy, Ste. 1000, Oklahoma City, OK 73108 Office: 405-722-8888 email: oklahoma@hoodz.us.com Fax: 405-636-1771

Terms and Conditions

HOODZ Responsibilities:

1. CLEANING to CODE: We will inspect and clean all accessible areas (FANS, DUCTS, HOODS) of the exhaust system in accordance to the NFPA Fire Code #96.

2. HOODZ CLEANING PROTOCOL: During our cleaning, we will use hand scraping, degreasers, high pressure/hot water, and specially designed tools to remove grease laden vapors from the exhaust system. We will finish by polishing the outside of the hood and backsplash area above the equipment line.

3. HOODZ AFTER PICTURES: We will take digital pictures that document all inspections and cleanings and provide them upon request.

4. AFTER SERVICE REPORT: We will leave a dated and signed after service report with restaurant after the cleaning noting any problems/concerns.

5. STICKER on EXHAUST SYSTEM: After inspection and cleaning, we will sticker the hood and the duct access panels which will include the lead technician's signature, date, and renewal date.

6. KITCHEN EQUIPMENT-Protection: All kitchen equipment effected by the cleaning processes will be covered and protected by HOODZ.

7. KITCHEN EQUIPMENT/UTENSILS-Placement: All kitchen equipment will be returned to its location and operational state as we found it (equipment turned off and pilot lights lit) unless otherwise instructed by management.

8. WASTE WATER: All wash/waste water shall be processed through the restaurant grease trap unless otherwise noted. Additionally, OUTDOOR WASH WATER including all debris, grease, chemicals and wastewater, associated with cleaning is to be removed from roofs, downspouts and parking area.

9. FLOORS/WALLS-Clean: All floors, walls, and other areas affected by the cleaning process will be cleaned up afterwards.

10. EXHAUST FANS ON: Before we leave, we will turn on exhaust fans to ensure they are working properly. We will leave the exhaust fans on after we clean to help the system dry out unless instructed otherwise by restaurant management.

11. SECURITY-Building: We will help secure and monitor the building and premises at all times during the inspection and cleaning.

12. PRECAUTIONS: We will do all work in professional and workmanlike manner and take every precaution possible to minimize potential damage to the restaurant, restaurant equipment, exhaust fans, ducts, hood, and other valuables; however we cannot be responsible for circumstances beyond its control and pre-existing conditions such as leaking ductwork and faulty exhaust system wiring.

13. PROBLEMS/CONCERNS: We will notify the restaurant of any problems/concerns and/or deficiencies of the exhaust system that we experience during the inspection and cleaning on the after service report.

14. SCHEDULING: We will contact the restaurant in advance to schedule the routine inspection and cleaning when the system is due for renewal.

Restaurant Responsibilities:

1. SYSTEM FUNCTION: The exhaust fans, ducts, and hood should be properly installed and operational prior to the exhaust system inspection and cleaning. COMMON PROBLEMS include LEAKING DUCTS, weathered EXHAUST FAN WIRING, and not enough DUCT ACCESS PANELS or EXHAUST FAN ACCESS PANELS. HOODZ will notify restaurant of problems/concerns and work with restaurant owner on best approach to solve the problem.

2. FILTERS: Restaurant management will be responsible for the cleaning and maintenance of the vent hood filters unless otherwise agreed upon. It is recommended vent hood filters be cleaned on a regular basis as part of the preventative maintenance schedule.

3. PAYMENT-Terms: After HOODZ has completed the inspection and cleaning and we have reviewed the work internally, HOODZ will mail the invoice for payment. The restaurant agrees to pay the invoice within 30 days of the invoice date. HOODZ reserves its right to terminate this Agreement should Customer breach any of its terms or the assurance of payment. If for any reason the amount due under this Agreement is not paid when due, HOODZ shall be entitled to its expenses and attorneys' fees incurred in the collection with interest on the unpaid balance at the rate prescribed by law. This Agreement shall be governed by the law where the project is located.

4. CLEANING SCHEDULE-Commitment: Restaurant management will work with restaurant staff to ensure HOODZ has access to the restaurant at the scheduled time. If restaurant staff consistently does not permit HOODZ to stay on the established inspection and cleaning cycle, restaurant may be charged a restoration fee or past due fee.

5. FAILED DISPATCH FEE-If HOODZ has confirmed and then re-confirmed cleaning with restaurant management or owner and restaurant management does not notify HOODZ of a change in schedule within 12hrs of cleaning start time, restaurant will be charge a $250 failed dispatch fee.

HOODZ of Oklahoma: 4100 Will Rogers Pkwy, Ste. 1000, Oklahoma City, OK 73108 Office: 405-722-8888 email: oklahoma@hoodz.us.com Fax: 405-636-1771

Memorandum of Understanding

between

OKLAHOMA STATE UNIVERSITY

OFFICE OF EDUCATOR SUPPORT

and

Mustang Public Schools

for

FIELD CLINICAL EXPERIENCES

This UNDERSTANDING made and entered into this day of August 1, 2024, by and between the Oklahoma State University Office of Educator Support, party of the first part, hereinafter referred to as "OSU OES," and Mustang Public Schools, party of the second part, hereinafter referred to as "MUSTANG PUBLIC SCHOOLS." Oklahoma State University students participating in an approved OSU OES field or clinical experience course will be referred to as OSU OES candidates.

SECTION 1 MUSTANG PUBLIC SCHOOLS agrees to provide the authorization, supervision, and instruction of OSU OES candidates completing the field and clinical experiences component of the teacher preparation program. This would include activities such as a) observation, b) teacher job-shadowing, c) student teaching, d) advanced certification internships/practicum, and e) other activities as approved by both the OSU OES and MUSTANG PUBLIC SCHOOLS. OSU OES requires all candidates to have a cleared Oklahoma State Bureau of Investigation (OSBI) name check prior to being placed in any field experience or clinical practice. OSU OES will not place a candidate without a clear OSBI check, but the completion of a cleared OSBI name check will not necessarily require MUSTANG PUBLIC SCHOOLS to accept that OSU OES candidate in a field or clinical experience. All placements should be mutually acceptable to both parties and either party may withdraw a candidate from the program if they believe it is not in the best interest of the candidate, faculty member, or the program to continue. Procedures for problem solving are detailed in the Handbook for Cooperating Teachers, Supervisors, and Principals. The OSU OES will provide the appropriate forms, collect the fees, and provide the information to MUSTANG PUBLIC SCHOOLS. The completed OSBI report will be valid for up to four (4) years while the candidate is enrolled at OSU.

SECTION 2 MUSTANG PUBLIC SCHOOLS agrees to accept OSU OES candidates for assignment in the public schools with cooperating teachers, administrators, and other related teaching personnel. MUSTANG PUBLIC SCHOOLS further agrees the cooperating certified staff will give direct supervision to the OSU OES candidates assigned and will work with a faculty member assigned by the OSU OES in directing and evaluating the field or clinical experience.

SECTION 3 The OSU OES agrees to award *Certificates of Professional Development* (CPD) for MUSTANG PUBLIC SCHOOLS certified staff who supervise OSU OES candidates. Each cooperating certified staff member who singly supervises a student teacher for 12 weeks will receive a three hour CPD. For each 360 hours of clinical observations, a one hour CPD will be awarded to MUSTANG PUBLIC SCHOOLS. This certificate provides a tuition waiver for the continuing professional development of certified staff member. Cooperating teachers must complete an online evaluation of candidate performance prior to the last day of the semester serving as a cooperating teacher; failure to do so will result in no CPD being issued for that cooperating teacher. The cooperating certified staff member of record can transfer the

certificate to another MUSTANG PUBLIC SCHOOLS certified, contracted staff member with the approval of the superintendent. Certificates cannot be sold. If a certified staff member chooses not to redeem the certificate, it must be redeemed by another member of the MUSTANG PUBLIC SCHOOLS certified staff following all OSU OES and district procedures. The donating certified staff member (or superintendent approved district administrator with documentation of donation), the certificate recipient and the superintendent must sign the certificate in order to complete the transfer. Certificates must be used during the semester in which course work is completed and will expire after 18 months. Lost CPDs cannot be replaced. No more than 6 hours of certificates may be redeemed by any one person during a semester or summer session. Certificates can only be used to pay for resident, correspondence or extension courses.

SECTION 4 The OSU OES agrees to provide or arrange for non-credit staff development training related to supervision for those teachers desiring to serve as supervisors of teacher candidates and other clinical experiences. All instructors (tenure-track faculty, adjunct faculty, visiting faculty, and graduate teaching assistants or associates) are required to complete FERPA training. As part of our national accreditation, we are required to teach and assess the professional dispositions of our candidates throughout their coursework. Remediation is provided for any candidate receiving a low score on any element in each course. The elements in this assessment include ethics, professionalism, commitment to education, respect for diversity, work ethic, communication, learner attributes, cooperative/collaborative nature, and flexibility.

All OSU candidates are protected under FERPA. Mentor teachers with concerns about a candidate should communicate with their own administrator/principal and/or Dr. Kathy Thomas in the OSU OES for elementary candidates or Mr. Rodney Nichols for secondary candidates.

SECTION 5 All field experience forms will be initially processed for each course and each semester through the OSU OES Field and Clinical Experiences office. Forms processed by the OSU OES will be given to the designated MUSTANG PUBLIC SCHOOLS district personnel for further processing and site placement.

SECTION 6 The OSU OES agrees to provide MUSTANG PUBLIC SCHOOLS a report of the year's activities with field and clinical experiences including the schools involved, the various experiences and activities that occurred and the number of CPDs and hours awarded to MUSTANG PUBLIC SCHOOLS teachers and the district.

SECTION 7 All OSU employees are covered by professional insurance for their actions performed within the scope of their employment but the university is prohibited from indemnifying a third party (candidates). Therefore, OSU advises all candidates to purchase professional liability insurance through a professional organization. Candidates placed in MUSTANG PUBLIC SCHOOLS for clinical practice will be advised that they must show proof of liability insurance when requested. OSU will not be responsible for maintaining coverage for any liability arising from the acts and/or omissions of the employees, representatives or agents of Mustang Public Schools.

MUSTANG PUBLIC SCHOOLS will maintain adequate insurance to provide coverage for the liabilities arising from the acts and/or omissions of employees, representatives or agents of MUSTANG PUBLIC SCHOOLS who are participating in the internship program with OSU. MUSTANG PUBLIC SCHOOLS will not be responsible for maintaining coverage for any liability arising from the acts and/or omissions of the candidates, employees, representatives or agents of Oklahoma State University. Worker's compensation coverage is not provided to the OSU candidate by Mustang Public Schools.

SECTION 8 UNDERSTANDING begins August 1, 2024, and may be renewed by memorandum of understanding between the two parties.

By: _____

Dr. Toni Ivey
Director, Office of Educator Support
College of Education and Human Sciences, OSU
Date: 05-24-2024

By: _____

Mustang Public Schools
Date: _____

AGREEMENT BETWEEN THE CITY OF MUSTANG AND MUSTANG PUBLIC SCHOOL SYSTEM 2024-2025 SCHOOL YEAR

This agreement entered into between the City of Mustang ("CITY") and the Independent School District No. I-069, Mustang Public School System ("SCHOOL");

Whereas, the SCHOOL has need for three or more full-time, on duty police officers to serve Mustang Public Schools, High School/Middle School campus in the boundaries of the CITY each day school is in session; and

Whereas, the CITY has determined that it is in the best interest of students and residents to provide protection services to the SCHOOL for the purposes, terms and conditions as stated herein;

Now, therefore, for the consideration as stated herein, the parties agree as follows:

1. The CITY will furnish the services of three (3) experienced Mustang police officers (including one (1) first line supervisor) to the SCHOOL no earlier than 7:30 a.m. and no later than 4:30 p.m. each day SCHOOL is in session during the 2024-2025 SCHOOL year, a total of 173 instructional days. The officers will work four 8 ½ hour days & one 8 hour day within the stated time frame with a lunch break in accordance with established policy of the Mustang Police Department. If an unforeseen event occurs where one or all three of the assigned officers cannot be present, the CITY will not furnish a substitute officer for that designated period. The CITY agrees to refrain from scheduling all officers off at the same time for training or any other regular foreseen event, unless a substitute officer is scheduled. The CITY further agrees to consult with the SCHOOL principal regarding scheduling of required training and other necessary foreseen events.

2. Both parties will approve the designation of the police officers and supervisor assigned to the SCHOOL under the terms of this contract. The SCHOOL may request the replacement of the assigned officers, for cause, with thirty (30) days written notice to the Chief of Police, unless this requirement is waived at the sole discretion of the Chief of Police.

3. The primary duty of the assigned officers is to provide community policing law enforcement services on campus, including crime deterrence, crime detection, criminal investigation and apprehension of offenders. It is expressly provided that the services described in this Agreement will not include assignments or duties occurring outside the hours set forth herein or outside the municipal boundaries of the CITY. The CITY is committed to having on duty Mustang police officers working in the SCHOOL to deliver community policing law enforcement services and is willing to work with the SCHOOL to provide additional officers as requested by the SCHOOL when police staffing allows.

4. It is fully understood and agreed by the parties that the assigned officers are, at all times pertinent to this agreement, police officers certified by the State of Oklahoma, commissioned and employed by the CITY. The assigned officers will, at all material times, be under the supervision of the Mustang Police Department. Direction, assignments and duties involving the officers will be coordinated between an appointed representative of the SCHOOL and the Mustang Chief of Police or his/her designee. The assigned officers shall at no time be considered to be in the chain of command of any SCHOOL administrator, or in any other way have their law enforcement actions controlled by any SCHOOL official or employee.

5. The SCHOOL will make reasonable efforts to provide the assigned officers an office area with appropriate furnishings where he/she would be available to students and or perform tasks related to this assignment.

6. In consideration for the services provided through this Agreement, the SCHOOL agrees to pay the CITY a total amount of $291,933 limited to 2024-25 SCHOOL year only, which is the approximate salary, benefits and expenses to the CITY for three (3) experienced police officers (including one first level supervisor) for 173 instructional days. This amount will be paid in nine (9) equal monthly payments, payable on the day following the regular scheduled board meeting for the previous month's services. The first payment will be due on or before September 15, 2024.

7. Should the CITY'S full-time commissioned police officer staffing decrease to a level which jeopardizes the safe and efficient delivery of critical police services to the CITY; the Chief of Police shall retain the right to suspend the school resource officer program in whole or in part based upon the staffing shortage. Reasonable efforts shall be made to maintain the officer assigned to Mustang High School. The SCHOOL at that time agrees to pay the CITY, $97,311.00, the approximate annual salary and associated costs for each experienced school resource officer, limited to 2024-25 SCHOOL year only. The terms of payment shall be as agreed upon in paragraph six (6) of this agreement.

8. This agreement may be canceled by either party upon thirty (30) days written notice to the other. For notice given to the CITY, notice shall be provided to the City Manager. For notice given to the SCHOOL, notice shall be provided to the Chairman of the Mustang School Board.

9. The CITY appoints the Chief of Police and the SCHOOL appoints the Superintendent as their respective designees for carrying out the terms of this Agreement, including the assignment of duties to the assigned police officer.

_____

Mayor, City of Mustang Date

_____

President of Mustang Board of Education Date

Memo

To: Charles Bradley, Superintendent

Kirk Wilson, Exec. Director of Communications

From: Kris Green, Director of Community Education

Date: 5/29/24

Re: Recommendation for Bronco Club Parent Handbook Updates

Please discuss, consider and/or act upon the updated Bronco Club Parent Handbook. The handbook will be available online or printed on request.



PARENT HANDBOOK

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PHILOSOPHY AND GOALS

Bronco Club, a Community Education program, is the result of much needed and requested services for the children of Mustang Public Schools to offer an alternative for parents whose children otherwise would be home alone after school.

Bronco Club (BC), established in 2016, is an organized extension of the school day. The program is self-supporting and located in the Mustang Public Schools elementary and intermediate schools. Our purpose is to provide safe, enjoyable, and affordable out-of-school experiences for children enrolled in grades Pre-K thru 6th in the Mustang Public School District.

Our goals are:

- To provide flexible, developmentally-appropriate play and success-oriented curriculum which compliments the home and school by encouraging physical, social, emotional, and intellectual growth as well as positive feelings of self-worth in a group setting.
- To provide a warm, secure environment designed to encourage decision-making, problem-solving, individual expression, and freedom within limits, where children respect and enjoy each other in a group setting.
- To provide a competent, caring and professional staff who understand and meet the needs of the children.
- To provide frequent and open communication with parents to provide support and encourage involvement.

CHILD CARE MANAGEMENT SOFTWARE:

Fall 2019 we implemented a childcare management software called Eleyo. Eleyo's easy-to-use cloud-based program makes it easier for families to register and manage accounts. The all-in-one software simplifies scheduling, drop-in days, contracts and billing. Plus, child drop-off and pick-up is streamlined with sign-in/sign-out on the Bronco Club iPad. The web address is https://mustangps.ce.eleyo.com, please bookmark it for your convenience.

PROGRAM SITES

Centennial Elementary
700 S Czech Hall Rd
405-618-2326 (Bronco Club)
405-256-6466 (School Office)
centennialbroncoclub@mustangps.org

Creek Elementary
10821 SW 15th St
405-885-7326 (Bronco Club)
405-324-4567 (School Office)
creekbroncoclub@mustangps.org

Lakehoma Elementary
224 S Clear Springs Rd
405-885-7355 (Bronco Club)
405-376-2409 (School Office)
lakehomabroncoclub@mustangps.org

Mustang Elementary
400 S Mustang Rd
405-885-7492 (Bronco Club)
405-376-2491 (School Office)
elementarybroncoclub@mustangps.org

Prairie View Elementary
9201 SW 59th St
405-885-7406 (Bronco Club)
405-256-6989 (School Office)
prairieviewbroncoclub@mustangps.org

Riverwood Elementary
11800 SW 44th St
405-885-5546 (Bronco Club)
405-256-5200 (School Office)
riverwoodbroncoclub@mustangps.org

Trails Elementary
12025 SW 15th St
405-885-5387 (Bronco Club)
405-324-0016 (School Office)
trailsbroncoclub@mustangps.org

Valley Elementary
29th and Morgan Rd
405-885-4314 (Bronco Club)
405-324-2541 (School Office)
valleybroncoclub@mustangps.org

Canyon Ridge Intermediate
3600 S Sara Rd
405-885-4347 (Bronco Club)
405-256-6955 (School Office)
canyonridgebroncoclub@mustangps.org

Horizon Intermediate
430 W Forster Dr.
405-885-5379 (Bronco Club)
405-256-6282 (School Office)
horizonbroncoclub@mustangps.org

Meadow Brook Intermediate
12500 SW 15th St
405-885-1187 (Bronco Club)
405-256-5250 (School Office)
meadowbrookbroncoclub@mustangps.org

Bronco Club Administration
909 S. Mustang Rd.

405-256-7838 (Bronco Club Office)
405-376-2461 (Administration Building)
broncoclub@mustangps.org

DAYS & HOURS OF OPERATION

~~The Bronco Club program is held in the cafeteria of participating sites and begins at the end of the school day for 3 hours.~~

Elementary: 2:40 - 5:40pm Intermediate: 3:05 – 6:05pm

Bronco Club follows the Mustang Public Schools calendar and operates on days when school is in session. The program begins on the first day of school and ends on the last *full* day of school. REMINDER: we will not have Bronco Club on the days the schools have Parent Teacher Conferences, Professional Days and Teacher Collaboration Days. Please refer to the school calendar for specific dates.

EMPLOYEE DISCOUNT

*Mustang Public Schools employees receive a 20% discount. When registering an Eleyo account, you must use your school email.

INCLEMENT WEATHER

If school is closed or afterschool activities are canceled for any reason; weather, facility issue, holidays, etc., Bronco Club ~~will~~ may also be closed for the affected sites.

• Parents must make alternate arrangements for days when Bronco Club is closed or closes early for an emergency. **Please make arrangements to have your child picked up immediately. If your child is not picked up within one hour of the time the district message is sent, you will not receive a credit for the canceled day.** If Bronco Club is canceled with more than one hour remaining in the school day Bronco Club will be closed. ~~The message will likely be sent by text through Eleyo. Please make sure the owners of the account have an updated cell phone number listed and you have text messages enabled.~~

• Parents are asked to monitor the local news media for cancellations, delays, and early dismissal information. Announcements about Bronco Club closings will be sent out through ~~the~~ email, School Messenger, and/or an Eleyo text ~~and the cell phone number you supply at registration~~ and posted on the Bronco Club Facebook page. Please make sure the owners of the Eleyo account have an updated cell phone number listed and you have text messages enabled.

• If Bronco Club is cancelled with less than an hour remaining in the school day your child will be kept with Bronco Club staff until your arrival and late pick up fees will begin one hour after the district message is sent. The Bronco Club staff will follow school protocol in the event of imminent danger. Our priority is the safety of the children. Please be mindful of the staff; they also need to get home to safety and their families.

Credits will be given for inclement weather, emergency closure days, or when afterschool activities are canceled, **if your child is picked within one hour of the time the district message is sent. If the parent does not arrive within one hour after the district message is sent, the late pick-up fee of $10 per five minutes will be assessed and the police and the Department of Human Services may be called.** ***(See Late Pick-up Fee Policy on page 7 for details.)*** Once invoices are sent, you are responsible for the entire balance due. Credits due to school closure are reflected on the next invoice.

ENROLLMENT POLICIES & PROCEDURES

In order to be eligible to attend Bronco Club, a child must be toilet-trained and enrolled in Pre-K through Sixth Grade in Mustang Public Schools. Children participate in the BC program at their school of attendance. Bronco Club is not offered at Mustang Education Center. Children may be enrolled for 3, 4, or 5 days per week. *Children must attend the same days each week.* If this is abused, Bronco Club reserves the right to charge parents for 5 days and your child may be dismissed from the program.

*Pre-K space is limited to 10 spots per site. Once 10 children have enrolled a wait list will be created until additional staff can be hired.

A child is considered enrolled in BC only after all enrollment information is completed online at https://mustangps.ce.eleyo.com, the availability of space has been confirmed, and an enrollment confirmation email has been received from the Bronco Club staff. Once enrollment has been approved the $25 enrollment fee and first week's tuition will be charged to your debit/credit or ACH payment, which ever you set up in the ~~Bronco Club~~ Eleyo system. Please allow seven (7) days for processing enrollment requests. Autopay is required for all customers. If autopay is not set up at time of enrollment the contract will not be approved, and other contracts may be approved before yours affecting your place in the que.

Falsification of information ~~on registration forms or required paperwork~~ in your Eleyo account is grounds for rejecting an application or immediate disenrollment. Any changes in enrollment information must be updated through your ~~Bronco Club~~ Eleyo account immediately so that current information is always on file.

•**TRANSFERS**: Every effort is made to work with families to accommodate their transfer requests throughout the year. Transfers will be granted if space allows at the new school site. Transfers will only be considered if child's school of enrollment has changed and their Bronco Club account balance is current.

DISCONTINUATION OF ENROLLMENT

A child's enrollment may be discontinued, or enrollment may be denied by BC for any of the following reasons:

- Tuition and other fees are ~~more than seven (7) days past due~~ frequently past due.
- Recurrent late pick-ups or late payments.
- Falsifying information on registration forms ~~or required paperwork~~.
- BC determines the child is unable to abide by BC's rules, the child's behavior is unsafe or unmanageable, the child is unable to benefit from the program, and/or the program is unable to meet the needs of the child.
- BC determines the behavior of the parent is inappropriate, the parent is unable or unwilling to work respectfully and cordially with the staff, and/or the parent is unwilling to accept the resolution of the staff or BC Director.

A child, whose enrollment has been discontinued for any reason, may not seek enrollment without prior approval from the ~~Site Coordinator and the~~ District Coordinator and/or Director of Community Education. If a child's enrollment is discontinued due to the behavior of his/her parent, the parent may be precluded from the BC premises and/or from enrolling his/her children in the future, and this decision is entirely at the discretion of BC. Tuition is still due, and no refunds or credits will be given for any student dismissed from the program for any reason.

WITHDRAWING & CHANGING DAYS OF ATTENDANCE

Bronco Club must be given a seven (7) day notice to withdraw from the program or to change days of attendance. Notice allows billing adjustments to be made and additional fees to be avoided. Parents are responsible for tuition during the seven (7) day notice. If notice is not given, parents will be charged a minimum of one week's tuition. NO REFUND IS GIVEN DUE TO DISMISSAL FROM THE PROGRAM. Withdrawals and Change Requests are managed online at https://mustangps.ce.eleyo.com.

*A $5.oo change request fee will be incurred for each attendance change requested.

DROP-IN CARE

Drop-in care comes with a ~~$25~~ $28 daily rate (~~$20~~ $23 for current Bronco Club enrollees), drop-in fees must be paid prior to attendance. A minimum of three (3) days' notice is required to process drop-in attendance. Drop in care requests can be made and paid for at https://mustangps.ce.eleyo.com. All fees are required before attendance, or you will be called to come pick up your child. No refunds will be issued within three (3) days of attendance.

TUITION & PAYMENT INFORMATION

- A non-refundable enrollment fee of $25 per child is due at the time of enrollment and will be ~~charged~~ processed electronically when the ~~application~~ contract is approved.
- Tuition cost is ~~$15.00~~ $17.00 per day per child.
- A minimum 3-day enrollment is required for ALL attendees.
- Holidays and other scheduled school days off are not included in the calculation of the weekly rate.
- ~~Tuition is paid weekly and due Tuesday by 11:59pm.~~ Autopay is required for all customers. If autopay is removed and/or payment does not process three times for any reason, the customer's contract may be subject to cancellation.
- Customers may pay online using a credit card or checking account information.
- Invoices will be sent every Friday and are due every Tuesday by 11:59pm for the following week's tuition. If autopayment is not successfully processed a late fee of $20 will be charged. If payment is still not received by Wednesday at 1:00pm the week before the child's scheduled attendance, the child may not attend the following Monday.
- In the event of default, the Mustang Community Education's Bronco Club is entitled to employ a collection agency to enforce Bronco Club's rights hereunder.

  ~~Tuition payments are to be made electronically at https://mustangps.ce.eleyo.com. Payments are no longer accepted at the sites; if you would like to pay in person with cash – you must pay at the Mustang Educational Resource Center, 909 S Mustang Rd. All other forms of payment are accepted through your Eleyo account.~~

Divorced/separated parents are jointly and respectively liable for tuition to BC if both names appear on the Eleyo account. Certainly, parents may agree between themselves who will pay what share of tuition, but BC requires a commitment from both parents ensuring tuition is paid to provide for continuity of care for your child/children. All payment arrangements and custody issues must be handled outside of Bronco Club; Bronco Club will not mediate between parents. By enrolling, you both agree to stay current with tuition and both parents will be informed if tuition is late or overdue. If parents request a split pay arrangement on their Bronco Club account, both parents are required to sign a statement of terms and agreements for split pay. The Bronco Club office will provide the document. Split pay arrangements will not be approved by BC administration until both parties have signed and returned the agreement. The Split Pay Agreement can be found on the Bronco Club webpage or BC staff will email it upon request.

TUITION CREDITS

- Credits will be given for inclement weather, emergency closure days, or when afterschool activities are canceled, **if your child is picked up within an hour of the ~~end of the school day~~** of the time the district message is sent. Once invoices are sent, you are responsible for the entire balance due. Credits due to school closure are reflected on the next invoice.
- Credits will not be made for days children are absent; this includes but is not limited to, doctor's appointments, illness, vacation, etc. COVID quarantine credits will no longer be applied to Eleyo accounts.
- Credits will also not be made if children are dismissed or suspended for any reason.

DELINQUENT ACCOUNTS

All previously unpaid balances must be paid in full prior to any future contracts being approved, including summer camp contracts.

RECEIPTS & TAX STATEMENTS

Parents may print tuition receipts and tax statements online at https://mustangps.ce.eleyo.com.

ADDITIONAL CHARGES

•**LATE FEE:** Tuition payments are due every Tuesday by 11:59pm. Late fees of ~~$15~~ $20 are applied to accounts with any type of negative balance, whether it be tuition or other fees; the account must have a zero or positive balance each week to avoid a late fee.

If payment ~~is not received by 11:59pm the following Tuesday (payment is one week late),~~ does not go through by Wednesday at 1:00pm the week before the child's scheduled attendance, the child may not attend the following Monday. ~~your child will be dismissed from the program until all tuition, past and present, and all fees are paid in full. Parents will be notified on Wednesday by text, email, and/or phone if their child may not return the following day.~~ Reinstatement is available only if space is available in the program and the account is paid in full. The ~~third (3rd)~~ fourth (4th) time this occurs your child will be dismissed for the remainder of the year and your child may not return to Bronco Club until the account is paid in full.

•**LATE PICK-UP FEE:** BC staff members have evening responsibilities and are not expected to remain past closing time (5:40pm for elementary, 6:05pm for intermediate); although no child would ever be left unattended. A fee of $10 will be assessed for each five (5) minute increment a parent is late (e.g. 5:40:01 pm arrival = $10 fee, 5:45:01 pm arrival = $20 fee). If a child has not been picked up within 30 minutes of closing and attempts to contact parents and emergency contacts have been unsuccessful, the police and the Department of Human Services may be called. BC reserves the right to suspend and/or terminate enrollment for recurrent late pick-up. The late pick-up fee will also be assessed beginning one hour after the time a parent is contacted to pick up a child for any reason including illness, behavior, etc. Late pick-up fees will automatically be billed to your Bronco Club account and are due with the following weeks tuition. Balances not paid will assess a late fee. A fourth (4th) late pick up, in an academic year, will result in the child being dismissed from Bronco Club.

•**ATTENDANCE CHANGE REQUEST:** Bronco Club must be given a seven (7) day notice to change days of attendance. Parents are responsible for original tuition rate during the seven (7) day notice. Notice allows billing adjustments to be made and additional fees to be avoided. When the change request is approved you will receive a confirmation email. A fee of $5 will be assessed for each request made changing the days your child will attend. The fee will be assessed once the change is approved and will be reflected on the next scheduled invoice.

•**RETURNED ~~CHECK FEE~~ ACH PAYMENT:** A returned ACH payment will result in a late payment fee ($20) being applied to the account and is due upon receipt of the next invoice. ~~A fee of $25 will be assessed for each returned check or non-sufficient funds notification and a late payment fee ($15) will be applied to the account. The amount of the returned check plus the $25 fee must be paid by cash or money order. Upon the second occurrence, all future payments must be made with credit/debit card, money order or cash. All non-sufficient payment arrangements must be made with Brian Keith in the MPS Business Department, 405-376-7354. These payments cannot be made online and must be paid to Mr. Keith.~~

ATTENDANCE, SIGN IN & SIGN OUT

•**ARRIVAL PROCEDURE:** After school, children are to immediately report to the cafeteria or their designated area to check in with staff. Children are greeted by staff as they arrive, and attendance is taken. Bronco Club cannot assume responsibility for a child until he/she has checked in with staff.

•**DEPARTURE PROCEDURE:** The person who picks up the child must be on the authorized pick up list. Parents will sign their child out with electronic signature through the Eleyo app on the Bronco Club iPad. Parents are responsible for the supervision of their child after sign-out.

•**RELEASE AT PICK-UP:** Children will be released only to those persons specified on the authorized pick-up list. At time of pick-up, all persons on the authorized pick-up list will be required to show a government, state, or MPS issued photo ID (driver's license, state ID, passport, military ID, MPS staff or student ID). At least two emergency contacts are required in Eleyo for emergency pick-up situations.

Parents manage their authorized pick up list in Eleyo. We strongly encourage additions to be made at least 24 hours in advance of child being picked up. Bronco Club staff will not add/remove people to the authorized pick-up list.

Any person who is suspected of being impaired by alcohol or drugs will be asked to call another designated person to pick up the child. The police may be called if necessary. Your child's safety is our priority!

Due to the importance of greeting children and hearing about their day, parents are asked to finish phone conversations before entering the building.

• **ACCOUNT OWNERS:** Eleyo account owners manage ALL authorized pick-ups. Account owner(s) are responsible for adding additional parents/owners to the account or authorized pick up list. Bronco Club staff will not add/remove people to the authorized pick-up list. Any/all account owners are financially responsible for account balances. Staff may discuss Bronco Club, in relation to your child, with only those listed as an owner on the Eleyo account.

STAFFING AND SUPERVISION

Bronco Club staff are certified teachers and well-qualified assistants who are committed to providing a warm, supportive environment to enhance the child's self-image. All teachers have a sincere interest in children and complete professional development training each year. Teacher Assistants and Assistants have college experience, are MPS employees, or are high school students who are in good academic standing and come highly recommended by MHS teachers and/or staff.

A major responsibility of staff is to provide for the health and safety of each child. Staff members are alert to the safety and supervision needs of the children, anticipate possible hazards, and take appropriate preventive measures.
Staff will not exceed the staff to child ratio of 1:20, 1:10 for Pre-K students. We desire to provide a higher level of learning and care, to provide quality educational activities and maintain a 1: 20/1:10 ratio. We intend that no child be left alone or unsupervised with the following exceptions:

- Running errands inside the building (held to a minimum)
- Using the restrooms
- Helping a teacher (with permission)
- A group of no more than four children in grades 5-6, may be engaged in safe activities inside the building without a staff member. A staff member will be able to see or hear the children at all times and will check on them periodically.

HOMEWORK/CURRICULUM

Bronco Club is an academically rich program which appreciates the demands on children and their families and have a commitment to their academic learning. Although BC believes homework is ultimately the child's responsibility, we will provide a block of time for teachers to assist as children complete their work. Our daily schedule includes 30 minutes of quiet time each day for homework or reading. During this time, BC staff will be available to provide some assistance if needed but cannot be expected to check child's work for accuracy or completeness or to provide individual tutoring for children.

Curriculum is designed to meet the goals of our program, it provides a variety of activities including arts and crafts, sports and games, music, dramatic play, building and transportation, science and discovery, math and literature, fitness and wellness activities, special interest areas, and special events.

Intermediate sites will experience and participate in more hands-on activities which are more age appropriate and enhance their young adult minds. Bronco Club recognizes these young people need less child care and more brain stimulation. Bronco Club will be a valuable confidence-building program; developing our young adults into productive members of the Mustang community.

DAILY SCHEDULE

The child's daily schedule is flexible enough to provide adaptability but structured enough to provide predictability for the children. Times may vary at each site, but a typical schedule is:

Elementary		Intermediate	
2:40-3:10	Attendance, snack, bathroom breaks	3:05-3:30	Attendance, snack, bathroom breaks
3:10-3:40	Gym for structured physical activities	3:30-4:00	Gym/Outside for physical activities
3:40-4:10	Outside-Playground	4:00-6:05	STEM Activities, Computer Lab, structured group activities, etc.
4:10-4:40	Academics		
4:40-5:10	Computer Lab		
5:10-5:40	Cafeteria/Gym structured activities		

OUTDOOR PLAY

Outdoor play periods are required for the children each day as weather permits. In inclement weather, indoor large muscle activities will be provided in the gym. The outdoor play period may be canceled, or the length of time adjusted for extreme temperatures or threatening weather. On extreme temperature days, BC will follow district policy. Please see that children are dressed appropriately for indoor and outdoor active play. This includes appropriate shoes, hats, gloves, boots, etc.

SNACK

A snack, ~~which is in compliance with the USDA's approved healthy snack list,~~ will be provided each day. This snack is not intended to be a meal. If your child does not like the food served or you would like your child to have more, please feel free to send a healthy snack with your child. Snacks served at each site will be adjusted based on child's allergies.

MOVIES

As per district policy, only G and PG rated movies will be shown to the children. Parents must specify their child can watch these movies on the enrollment form.

CHILD GUIDANCE & MANAGEMENT

All school rules apply during BC. The goal at BC is for children to learn self-discipline so they may function independently in a socially acceptable manner. Self-control and social skills are developed by guiding children through everyday activities and interactions with others. Rules and limits are set for three main reasons: to prevent possible harm to self or others, to prevent damage to property, and to prevent infringement on the rights of others. To provide a safe and secure environment for everyone, the following rules have been developed:

- Show respect for people and property.
- Follow good safety practices.
- Follow directions the first time they are given.

School rules will be in effect to provide consistency for the children throughout their day. In addition, Site Coordinators may, at their discretion, provide additional rules for the children to follow.

Children exhibiting inappropriate behavior will be redirected to an appropriate activity or provided with logical consequences. A child who is having problems playing within the guidelines of the program may be removed to a non-stimulating, supervised area for a period of time to regain control. Parents will be informed of their child's behavior at Bronco Club. Should unacceptable behavior continue, the parent will be contacted to pick the child up early without reimbursement of tuition. If the behavior is continuous, the child may be dismissed from the program.

•**INCIDENT REPORTS:** In cases of serious or recurrent misbehavior, an incident report will be written. Examples may include, but are not limited to, causing a physical injury, taunting, name-calling, encouraging others to exclude a child from a group, threatening physical harm, and damaging property. Multiple incidents may result in a suspension from the program.

Should a child's inappropriate activity or behavior result in damage to any MPS owned or leased property, BC reserves the right to assess the parent or legal guardian for all amounts necessary to repair or replace the damaged items or property. BC will apply amount owed to the child's Eleyo account. Past due fees will apply if not paid by invoice due date.

An incident report is intended to inform parents or legal guardians about inappropriate behavior. Staff will discuss the incident with parents or legal guardians, who are asked to sign the report, review it with the child, and discuss better ways to deal with the situation. A copy of the incident report will be given to the parents and a copy will be sent to the BC office. Please remember it is not acceptable for a parent/guardian to engage in an argument with or threaten BC staff and/or children. Examples of such behavior include, but are not limited to, loud voices, foul language, threatening physical harm, or inflicting physical harm. This type of behavior will result in dismissal from the program.

•**SUSPENSION:** In cases of serious or recurrent incidents, parents may be called to pick up their child. Following an opportunity for the child to explain his or her actions, a suspension may be imposed. A parent conference may be required before the child returns to the program. There is no guarantee the child will be allowed to return to the program. Payment will be due for the time a child is suspended. After suspension, if allowed to return to the program and if the child's behavior continues to be inappropriate, the child may be permanently removed from the program.

•**DISMISSAL:** If, at any time, BC determines a child is unable to benefit from the program, unable to abide by the rules, the child's behavior is unsafe or unmanageable, the child's behavior endangers him/herself or others, the child inflicts physical harm to another child, non-payment, late payments, pick up fees or continuous late pick up, the child's enrollment may be discontinued from the program. In such cases, BC would communicate with the parent/guardian prior to dismissal. A child whose enrollment has been discontinued from the program, for any reason, may not seek entrance until the following fall. *(See Discontinuation of Enrollment on page 6 for additional grounds for dismissal.)*

BULLYING

Bullying behavior will not be tolerated at BC. Certain conditions need to exist to define a situation as bullying. **"Bullying"** means any pattern of harassment, intimidation, threatening behavior, physical acts, verbal communication, or electronic communication directed toward a child or group of children 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 child. If it is determined by BC a child is involved in bullying, disciplinary action will be taken, including warnings, consequences, restrictions, conferences, suspension, and/or dismissal. *(For more information on bullying, please refer to the District Policies and Procedures.)*

Inadvertently saying or doing something that hurts someone else is RUDE.
Purposefully doing or saying something to hurt someone once (or maybe twice) is MEAN.
Intentionally aggressive behavior, repeated over time, that involves an imbalance of power is BULLYING.

ACCIDENTS, EMERGENCIES & SAFETY OF CHILDREN

The safety of children is of greatest concern at Bronco Club. Several procedures have been devised to assure the safety of our children:

- A telephone is available at each site for emergencies *(Phone numbers listed on page 4.)*
- A staff member trained in first aid, communicable diseases, CPR, verbal de-escalation, or child abuse/neglect recognition and prevention is on-site at all times.
- In case of a minor accident/injury, BC staff will administer basic first aid. For a more serious injury, first aid will be administered, and the parent will be contacted immediately to assist in deciding an appropriate course of action. If an injury is life threatening, emergencies services (911) will be contacted, parents will be notified, and a staff member will accompany the child to the hospital with all available health records. Parents are required to grant permission for emergency transportation at the time of application.

- A written incident/injury report will be completed and given to the person picking up the child whenever a child:
    - has an illness, accident or injury which requires first aid
    - receives a bump or blow to the head
    - is transported by emergency services
    - is involved in an unexpected event which jeopardizes safety

- If transportation is required for an emergency situation, it will be provided by emergency services, school bus, or parents depending on the nature of the emergency.

MANAGEMENT OF ILLNESS

Any child or staff member exhibiting any of the following symptoms will be considered to be carrying a communicable disease and should not attend Bronco Club:

- Temperature of 100 degrees or higher within the last 24 hours
- Diarrhea in the last 24 hours
- Vomiting in the last 24 hours
- Severe coughing causing the face to become red or blue or to make a whooping sound
- Difficult or rapid breathing
- Yellowish skin or eyes
- Redness of the eye or eyelid, obvious discharge, matted eyelashes, burning, itching or eye pain, untreated, infected skin patches, unusual spots or rashes
- Unusually dark urine and/or grey or white stool
- Stiff neck with an elevated temperature
- Evidence of untreated lice, scabies, or other parasitic infestation
- Sore throat or difficulty swallowing

If a child becomes ill with any of the above symptoms while at BC, the parent/guardian will be notified to immediately pick up the child. The child will be separated from the group, supervised within sight and hearing of an adult, and made as comfortable as possible until the parent arrives. If the parent does not arrive within one hour after contacted, the late pick-up fee of $10 per five minutes will be assessed. *(See Late Pick-up Fee Policy on page 7 for details.)*

• **COVID-19:** Bronco Club will follow MPS guidelines concerning COVID-19.

• **HEAD LICE:** Per the authority of the Oklahoma School Law Section 815, any child with head lice will be prohibited from attending school and cannot re-enter without certification from a health professional or a representative of the State Department of Health that the child is no longer afflicted with head lice.
"Health professional" means for the purposes of this act any licensed physician, psychologist, dentist, osteopathic physician, podiatrist, chiropractor, registered or licensed practical nurse or physician's assistant.

Any teacher or district employee may check for lice and nits when deemed appropriate and, in addition, there will be periodic and random organized checks for lice and nits. Any individualized checks shall be done outside the presence of other children, and any confirmation of the presence of lice or nits resulting from any check, shall be handled in a professional manner.

Any child excused or prohibited from attending school due to head lice or nits shall not be readmitted or permitted to return to school until said child has been examined by a school nurse or health professional as defined above and found to be free of lice and nits.

Any teacher or other employee who has contracted head lice is expected to take leave from work until the lice or nits have been eliminated.

•**SKIN DISEASES:** Per the Oklahoma State Department of Health, skin diseases can have many different causes including allergies, skin conditions, infestations and infections. Signs of infection include redness, tenderness,

swelling, and in some cases drainage or fever. It is important to prevent the spread of skin infections by keeping the drainage away from other people or surfaces that people may touch.

All skin infections should be covered with clean dry dressings that completely cover the area and successfully contain the drainage. Continue covering the infection site until it is healed. In cases where proper covering cannot be achieved, the child must be removed until the area has healed.

•**OTHER:** Parents should notify BC personnel in writing if there is a temporary health issue which may inhibit the child's typical daily routine (e.g. sprained ankle, injured collar bone, elbow – no running/climbing, getting over illness – no physical activity, etc.). The school office does not communicate these instances to BC. It is the parents' responsibility.

MEDICATION

Due to storage and safety concerns at BC, it is strongly recommended that all medications be administered at home or during the school day. If this is not possible, BC will administer medication only with completion of a Request for Administration of Medication Form. Medication forms are available on-line at https://www.mustangps.org/families-students/bronco-club and must be updated annually. Medication must be in original packaging. Medications must be given directly to the Site Coordinator and will be stored in a designated area inaccessible to the children.

•**SELF-ADMINISTRATION of a MEDICATION:** Children with severe asthma, anaphylaxis or a life-threatening condition who need to carry and self- administer an emergency medication must adhere to the following guidelines. Anaphylaxis medication includes but is not limited to Epinephrine injectors, prescribed by a physician and having an individual label. A child who is permitted to self-administer anaphylaxis medication shall be permitted to possess and use the anaphylaxis medication at all times for the school year in which permission for self- administration is granted (i.e. inhaler, an anaphylaxis medication used to treat anaphylaxis, insulin pump, glucagon injection, and epi-pen).

- Submit a written statement from the physician treating the child indicating the child's condition and that he/she is capable of and has been instructed in the proper method of self-administration of the medication.
- The parent/guardian must fill out and sign the Authorization to Administer Medication form. This form gives parental consent for administration of the medication and acknowledges that the school district, employees and agents shall incur no liability as a result of any injury arising from the self- administration of the medication by the child.
- It is the parent's/guardian's responsibility to provide the school with an emergency supply of the child's medication to be administered as authorized by state law.
- Permission for the self-administration of medication is effective for the school year for which it is granted and must be renewed each subsequent school year upon the fulfillment of the above requirements.

SPECIAL SERVICES

It is the intent of BC to provide group childcare services to all children, without regard to disability or behavioral needs. In its program, BC will not, on the basis of handicap, exclude qualified handicapped persons and shall take into account the needs of such persons in determining the aid, benefits, or services to be provided. However, there may be factors that would preclude the enrollment of any child. These factors include, but are not limited to whether:

- The child constitutes a direct threat to the health or safety of him/herself or others;
- The child's participation requires modifications in policies, practices, and procedures that would fundamentally alter the nature, service, program, or activity being offered, or otherwise impose an undue hardship on the operation of the program or activity;
- The child requires district provided transportation, as transportation services are not provided to any child.

Initial enrollment decisions will be based on reasonable judgment concerning the child's participation in a group child care setting. Parents will need to provide all pertinent information regarding the child's special needs, and complete a written medical/physical care plan, if necessary, to assist the staff in the care of the child. Determination of accommodations to meet the special needs of the qualified handicapped child will be made on a case-by-case basis. Initial enrollment may be provisional for a period to be stated by the coordinator at the time of enrollment and continued enrollment may be reconsidered at any time, for any child.

PARENT PARTICIPATION/COMMUNICATION

Parents are welcome to visit and observe the program at any time and are encouraged to participate whenever possible in the activities at BC. You may wish to attend and help with various projects, share special interests, or simply observe. When visiting, please notify the Site Coordinator of your presence. The Site Coordinator is available to discuss your child's needs and parents are encouraged to share any thoughts and information about their child at any time. However, due to staff responsibilities and schedules, parents are asked to make an appointment with the Site Coordinator whenever it is necessary to engage in lengthy conversations.

Parents are encouraged to inform BC of any questions, suggestions, or concerns they may have. Concerns should first be addressed with the Site Coordinator. Every effort will be made to resolve it at once. If the situation cannot be resolved on-site, the BC office may be contacted, and a conference may be arranged. The Bronco Club Director will make every effort to address concerns and resolve the issue.

To keep parents advised about BC the staff will communicate in one or more of the following ways:

- Bronco Club Facebook
- Email
- Text

*Emails and texts will be sent to the contact information you provided at enrollment. Please keep your information updated through your Eleyo account.

ADDITIONAL INFORMATION

- Unless the parent or legal guardian informs BC, in writing, to the contrary, the parent or legal guardian gives BC permission to use and/or publish your child's photograph and/or likeness, your child's name, and/or your child's work (including but not limited to art work, drawings, writings, poetry, crafts, etc.) in the media, newspapers, the internet, newsletters, videos, publicity materials, and/or any other format or medium.
- The BC telephone must be available for emergencies. For this reason, children are permitted to use the phone only for emergencies at the discretion of the BC staff. Children are not allowed to use personal cell phones or texting or calling without the permission of a BC staff member.
- Although staff will make every effort to help children keep track of their personal belongings, the final responsibility rests with the child. Appropriate items may be brought to the program, but if they are lost, stolen, or broken, BC cannot be held responsible for replacement or repair. This includes any electronic devices which may be used at BC only during homework time and on scheduled dates. Please check with your Site Coordinator for more information.
- BC reserves the right to search the child's belongings if the need arises.
- In an effort to provide consistency for the children, the BC staff will have on-going communication with the school staff. By enrolling your child at BC, you consent to this communication.
- A parent may take photos of his/her child at BC events. However, parents may <u>not post</u> any photos from BC events on the internet or social media if they include other children (children for whom you are not the parent or legal guardian.) Many parents do not wish their child's photo to be on the internet or on social media, and BC respects their wishes.
- Employment of BC staff members by parents for personal child care services is at the parent's own discretion. Parents have the sole responsibility to determine whether a person has the skills and attributes to properly attend to their child and may in no way rely upon BC to make that determination. BC is not responsible in any way for the actions of employees beyond BC program hours or off BC premises. Parents are required to complete a Personal Care Release of Liability form, releasing BC from liability, before a BC staff member begins employment with their family.

SUMMER CAMPS

GENERAL CAMP INFO:

Summer camps are paid in full at the time each contract is approved.
$20 Sibling discount for each camp.
Campers going into K-6 (completed Pre-K-5).
Payments will not be accepted the week before camp begins or once camp starts.
Tuition includes camp t-shirt, reusable water bottle, field trip, weekly snow cone, etc.
Hours of Operation: 7:00am-6:00pm
Field Trips/Activities: Weekly field trips or guest presenters and a swim day have been arranged. Please refer to the summer calendar for specifics. Please plan to send appropriate attire for each field trip, swimsuit, sunscreen, towel, bottle of water, etc. All field trip costs are included in camp tuition.

**Please refer to your contract and summer terms and agreements for more detailed information.

THANK YOU

Thank you for choosing Bronco Club as your child care provider. The fact you have enrolled your child and are reading this handbook demonstrates your genuine concern for the welfare of your child. We appreciate the opportunity to work with you and your child; and we will make every effort to see that your family enjoys a positive experience with BC.

Change Order MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Asst. Superintendent

Date: 5/23/24

Contract Vendor: CADE Construction **Time Frame:**

Discussion, motion and possible action to approve the potential change order with the Construction Manager at-Risk:

Change Order #4 for Elem. #9 - Relocate Utility Transformer

A Credit back to the owner for relocating the utility transormer closer to the building. The original feeder length from the transformer to main electrical room was 270' and will now only be 110' resulting in this credit.

Credit back to contingency $(85,952.00)

CADE CONSTRUCTION

PCO #004

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #004: Relocate Utility Transformer

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	004 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Loren Jones **(Baker Brothers Electric)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/17/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Relocate Utility Transformer

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #04 - Baker Brothers Electric - Utility Transformer Location $(85,952.00)

PCO #04 is a credit back to the owner for relocating the utility transformer closer to the building. The original feeder length from the transformer to main electrical room was 270' and will now only be 110' resulting in this credit.

ATTACHMENTS:
mUSTANG #9 NEW TRANSFORMER LOCATION.docx

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	Utility Transformer Location	$(86,792.00)
2	01-103-L.O Project Manager	Staff Cost	$840.00
3	01-040-O.O Contingency.Other	Add to Contingency	$85,952.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

SIGNATURE 5/25/24 DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

SIGNATURE 5/25/24 DATE

BAKER BROTHERS
ELECTRIC, INC.
2200 SOUTH EASTERN
MOORE, OK 73160
(405) 799-9994 • 799-5550 (FAX)
Lic. OK 3273

ATTN: BLAKE BURDEN
RE: MUSTANG #9 TRANSFORMER RELOCATION.

The following is a deduct for the new location of the utility transformer.

1- Existing bid day main feeder length is 270' cost ----------$146,461.00.
2- New location feeder length is 110' cost ----------$59,669.00.
3- Deduct footage difference is 160' ----------DEDUCT--$86,792.00.

LOREN JONES 5-2-2024

CADE CONSTRUCTION

PCO #004

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #004: Relocate Utility Transformer

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	004 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Loren Jones **(Baker Brothers Electric)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/17/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Relocate Utility Transformer

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #04 - Baker Brothers Electric - Utility Transformer Location $(85,952.00)

PCO #04 is a credit back to the owner for relocating the utility transformer closer to the building. The original feeder length from the transformer to main electrical room was 270' and will now only be 110' resulting in this credit.

ATTACHMENTS:
mUSTANG #9 NEW TRANSFORMER LOCATION.docx

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	Utility Transformer Location	$(86,792.00)
2	01-103-L.O Project Manager	Staff Cost	$840.00
3	01-040-O.O Contingency.Other	Add to Contingency	$85,952.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

SIGNATURE 5/23/24 DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

SIGNATURE 5/25/24 DATE

CADE CONSTRUCTION

PCO #004

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #004: Relocate Utility Transformer

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	004 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Loren Jones **(Baker Brothers Electric)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/17/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Relocate Utility Transformer

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #04 - Baker Brothers Electric - Utility Transformer Location $(85,952.00)

PCO #04 is a credit back to the owner for relocating the utility transformer closer to the building. The original feeder length from the transformer to main electrical room was 270' and will now only be 110' resulting in this credit.

ATTACHMENTS:
mUSTANG #9 NEW TRANSFORMER LOCATION.docx

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	Utility Transformer Location	$(86,792.00)
2	01-103-L.O Project Manager	Staff Cost	$840.00
3	01-040-O.O Contingency.Other	Add to Contingency	$85,952.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

SIGNATURE 5/23/24 DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

SIGNATURE 5/25/24 DATE

Change Order MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Asst. Superintendent

Date: 5/23/24

Contract Vendor: CADE Construction **Time Frame:**

Discussion, motion and possible action to approve the potential change order with the Construction Manager at-Risk:

Change Order #5 for Elem. #9 - Electrical VE Items
A combination of two electrical VE Items. The first is a deduct for the use of aluminum conductors in place of copper conducts from 200 amp and up on the project. This deduct price is for all electrical feeders that are above 200 amp 120/208 v or 277/480 volt (136,000). The second is a deduct price to not provide the Bical grounding standard as shown on E-490 detail 2. Baker Brothers propose to ground the grounding plates in DATA rooms to building steel. The grounding change was ran by MPS IT Dept. and approved (29,500)

Credit back to contingency $(164,660.00)

CADE CONSTRUCTION

PCO #005

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #005: Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding)

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	005 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Loren Jones **(Baker Brothers Electric)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding)

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #05 - Bakers Brothers Electric - Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding) $(164,660.00)

PCO #05 is a combination of two electrical VE Items. The first is a deduct for the use of aluminum conductors in place of copper conducts from 200 amp and up on the project. This deduct price is for all electrical feeders that are above 200 amp 120/208 v or 277/480 volt. (136,000). The second is a deduct price to not provide the Bicsi grounding standard as show on E-490 detail 2. Baker Brothers propose to ground the grounding plates in DATA room's to building steel. The grounding change was ran by MPS IT Dept. and approved. (29,500)

ATTACHMENTS:
Baker Bros - MUSTANG #9 ALUMINUM_.pdf , _Baker Bros - MUSTANG #9 GROUNDING.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	VE Feeders from Copper to Aluminum	$(136,000.00)
2	26-100-S.O Electrical - Baker Bros	VE Data Grounding	$(29,500.00)
3	01-103-L.O Project Manager	Staff Cost	$840.00
4	01-040-O.O Contingency.Other	Add to Contingency	$164,660.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

Lic. OK 3273

BAKER BROTHERS
ELECTRIC, INC.
2200 SOUTH EASTERN
MOORE, OK 73160
(405) 799-9994 • 799-5550 (FAX)

ATTN: BLAKE BURDEN
RE: MUSTANG #9

The following is a deduct for the use of aluminum conductors in place of copper conducts from 200 amp and up on this project. This deduct price is for all electrical feeders that are above 200 amp 120/208 v or 277/480 volt.

TOTAL deduct price is----------$136,000.00.

_____

LOREN JONES 5-17-2024

Lic. OK 3273

BAKER BROTHERS
ELECTRIC, INC.
2200 SOUTH EASTERN
MOORE, OK 73160
(405) 799-9994 • 799-5550 (FAX)

ATTN: BLAKE BRUDEN
RE: DATA GROUND CONDUCTOR BIXEY STANDARD

The following is a deduct price to not provide the Bixey grounding standard as show on E-490 detail 2.
We propose to just ground the grounding plates in DATA room's to building steel.

ALSO THE SIZES ARE NOT CORRECT ON THIS DETAIL AND MY BID IS FOR THE CORRECT SIZES.

TOTAL DEDUCT FOR NOT DOING BIXEY STANDARD IS ----------$29,500.00.

LOREN JONES 5-09-2024

CADE CONSTRUCTION

PCO #005

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #005: Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding)

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	005 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Loren Jones **(Baker Brothers Electric)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding)

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #05 - Bakers Brothers Electric - Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding) $(164,660.00)

PCO #05 is a combination of two electrical VE Items. The first is a deduct for the use of aluminum conductors in place of copper conducts from 200 amp and up on the project. This deduct price is for all electrical feeders that are above 200 amp 120/208 v or 277/480 volt. (136,000). The second is a deduct price to not provide the Bicsi grounding standard as show on E-490 detail 2. Baker Brothers propose to ground the grounding plates in DATA room's to building steel. The grounding change was ran by MPS IT Dept. and approved. (29,500)

ATTACHMENTS:
Baker Bros - MUSTANG #9 ALUMINUM_.pdf , _Baker Bros - MUSTANG #9 GROUNDING.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	VE Feeders from Copper to Aluminum	$(136,000.00)
2	26-100-S.O Electrical - Baker Bros	VE Data Grounding	$(29,500.00)
3	01-103-L.O Project Manager	Staff Cost	$840.00
4	01-040-O.O Contingency.Other	Add to Contingency	$164,660.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

CADE CONSTRUCTION

PCO #005

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #005: Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding)

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	005 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Loren Jones **(Baker Brothers Electric)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding)

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #05 - Bakers Brothers Electric - Electrical VE Items (Feeders from Copper to Aluminum & Data Grounding) $(164,660.00)

PCO #05 is a combination of two electrical VE Items. The first is a deduct for the use of aluminum conductors in place of copper conducts from 200 amp and up on the project. This deduct price is for all electrical feeders that are above 200 amp 120/208 v or 277/480 volt. (136,000). The second is a deduct price to not provide the Bicsi grounding standard as show on E-490 detail 2. Baker Brothers propose to ground the grounding plates in DATA room's to building steel. The grounding change was ran by MPS IT Dept. and approved. (29,500)

ATTACHMENTS:
Baker Bros - MUSTANG #9 ALUMINUM_.pdf , _Baker Bros - MUSTANG #9 GROUNDING.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	VE Feeders from Copper to Aluminum	$(136,000.00)
2	26-100-S.O Electrical - Baker Bros	VE Data Grounding	$(29,500.00)
3	01-103-L.O Project Manager	Staff Cost	$840.00
4	01-040-O.O Contingency.Other	Add to Contingency	$164,660.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

16 Feeders

Change Order MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Asst. Superintendent

Date: 5/23/24

Contract Vendor: CADE Construction **Time Frame:**

Discussion, motion and possible action to approve the potential change order with the Construction Manager at-Risk:

Change Order #6 for Elem. #9 - Landscaping Revisions per City of OKC & Boulder VE

ASI 1 and ASI 2 were revisions made per the city of OKC plan review. Tree species were revised and resulted in an overall cost savings of $(4,500). This PCO also includes removing all boulders called out on the landscaping plan which was a landscaping VE item explored by the team early on and is a cost savings of $ (18,955.20).

Credit back to contingency $(18,955.20)

CADE CONSTRUCTION

PCO #006

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #006: ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	006 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Brian Erwin **(AAA Landscaping)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #06 - AAA Landscaping - ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE $(22,615.20)

ASI 1 and ASI 2 were revisions made per the city of OKC plan review. Tree species were revised and resulted in an overall cost savings of $(4,500). This PCO also includes removing all boulders called out on the landscaping plan which was a landscaping VE item explored by the team early on and is a cost savings of $(18,955.20).

ATTACHMENTS:

AAA Landscaping Pricing ASI 1-4.pdf , AAA Landscaping Pricing VE Boulders.pdf

#	Budget Code	Description	Amount
1	32-102-S.O Landscaping & Irrigation - AAA Landscaping	ASI 1 & 2 Landscaping Revisions	$(4,500.00)
2	32-102-S.O Landscaping & Irrigation - AAA Landscaping	Remove Boulders - VE Item	$(18,955.20)
3	01-103-L.O Project Manager	Staff Cost	$840.00
4	01-040-O.O Contingency.Other	Add to Contingency	$22,615.20
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

AAA LANDSCAPE, INC.
11811 N. Western Ave.
Oklahoma City, Okla. 73114
Phone (405) 752-2300

CHANGE ORDER

DATE	RFC #
5/13/2024	16518

NAME / ADDRESS
Mustang Elementary #9 SW 44th & Sarah Rd Mustang, OK 73064

REP
BE

QTY	DESCRIPTION
	ASI 1-4 Changes
10	Deduct London Plane Tree 2" cal.
10	Add Shumard Oak 2" cal.
10	Deduct Ponderosa Pine 7'-8'
10	Add Loblolly Pine 7'-8'
	Landscape Labor
	Total Deduct - $-4,500.00

SIGNATURE _____

TOTAL $-4,500.00

I acknowledge that I have read and understand completely the materials and work that are bid out in this estimate. That my signature will constitute and add or deduct to the contract.

All trees and shrubs planted by AAA Landscape, which fail to live 12 months, will be replaced for labor charges only. Replacements are for one time only. Warranty does not apply to shrubs or trees not planted by AAA Landscape , and those that fail to survive because of neglect, freezing weather, drought or other acts of nature. Warranty is void if payment has not been made within 10 days. Payment of this contract due upon completion. Payment must be received by the due date to avoid a 1.5% penalty. Warranty non transferable.

AAA LANDSCAPE, INC.
11811 N. Western Ave.
Oklahoma City, Okla. 73114
Phone (405) 752-2300

Commercial Bid

DATE	ESTIMATE #
5/16/2024	16530

NAME / ADDRESS
Mustang Elementary #9 SW 44th & Sarah Rd Mustang, OK 73064

Job Name	REP
	BE

QTY	DESCRIPTION
17	Deduct Mossy Boulder 3' x 3' x 2'
15	Deduct Mossy Boulder 2' x 2' x 1.5'
23	Deduct Mossy Boulder 1.5' x 1.5' x 1'
	Deduct Landscape Labor
	Total Deduct - $18,955.20

SIGNATURE _____

TOTAL $18,955.20

I acknowledge that I have read and understand completely the work and materials that have been bid on this estimate. I further understand that work will begin upon payment of 1/2 down and the balance will be paid immediately upon completion.
All trees and shrubs planted by AAA Landscape, which fail to live 12 months, will be replaced for labor charges only. Replacements are for one time only. Warranty does not apply to shrubs or trees not planted by us, and those that fail to survive because of neglect, freezing weather, drought or other acts of nature. Warranty is void if payment has not been made within 10 days. Payment of this contract due upon completion. Payment must be received by the due date to avoid a 1.5% penalty. Warranty non transferable.

CADE CONSTRUCTION

PCO #006

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #006: ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	006 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Brian Erwin **(AAA Landscaping)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #06 - AAA Landscaping - ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE $(22,615.20)

ASI 1 and ASI 2 were revisions made per the city of OKC plan review. Tree species were revised and resulted in an overall cost savings of $(4,500). This PCO also includes removing all boulders called out on the landscaping plan which was a landscaping VE item explored by the team early on and is a cost savings of $(18,955.20).

ATTACHMENTS:

AAA Landscaping Pricing ASI 1-4.pdf , AAA Landscaping Pricing VE Boulders.pdf

#	Budget Code	Description	Amount
1	32-102-S.O Landscaping & Irrigation - AAA Landscaping	ASI 1 & 2 Landscaping Revisions	$(4,500.00)
2	32-102-S.O Landscaping & Irrigation - AAA Landscaping	Remove Boulders - VE Item	$(18,955.20)
3	01-103-L.O Project Manager	Staff Cost	$840.00
4	01-040-O.O Contingency.Other	Add to Contingency	$22,615.20
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

CADE CONSTRUCTION

PCO #006

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #006: ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	006 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Brian Erwin **(AAA Landscaping)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #06 - AAA Landscaping - ASI 1 & ASI 2 - Landscaping Revisions per City of OKC & Boulder VE $(22,615.20)

ASI 1 and ASI 2 were revisions made per the city of OKC plan review. Tree species were revised and resulted in an overall cost savings of $(4,500). This PCO also includes removing all boulders called out on the landscaping plan which was a landscaping VE item explored by the team early on and is a cost savings of $(18,955.20).

ATTACHMENTS:

AAA Landscaping Pricing ASI 1-4.pdf , AAA Landscaping Pricing VE Boulders.pdf

#	Budget Code	Description	Amount
1	32-102-S.O Landscaping & Irrigation - AAA Landscaping	ASI 1 & 2 Landscaping Revisions	$(4,500.00)
2	32-102-S.O Landscaping & Irrigation - AAA Landscaping	Remove Boulders - VE Item	$(18,955.20)
3	01-103-L.O Project Manager	Staff Cost	$840.00
4	01-040-O.O Contingency.Other	Add to Contingency	$22,615.20
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

Change Order Memo

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Asst. Superintendent

Date: 5/23/24

Contract Vendor: CADE Construction **Time Frame:**

Discussion, motion and possible action to approve the potential change order with the Construction Manager at-Risk:

Change Order #7 for Elem. #9 - Group Restroom Revisions per City of OKC

The Oklahoma City Plan Reviewer required the group restrooms in areas A and B to be redesigned to rework the entries, and separate the hand washing areas into the individual boys and girls areas. ASI 4 pricing involves the following scopes of work: gyp board assemblies, flooring & tiling, painting, plumbing, and electrical. All subcontractor quotes are attached to this PCO as back up.

Use of contingency $14,319.32

CADE CONSTRUCTION

PCO #007

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #007: ASI 4 - Group Restroom Revisions per City of OKC

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	007 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:		**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 4 - Group Restroom Revisions per City of OKC

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #07 - ASI 4 - Group Restroom Revisions per City of OKC $14,319.32

The Oklahoma City Plan Reviewer required the group restrooms in areas A and B to be redesigned to rework the entries, and separate the hand washing areas into the individual boys and girls areas. ASI 4 pricing involves the following scopes of work: gyp board assemblies, flooring & tiling, painting, plumbing, and electrical. All subcontractor quotes are attached to this PCO as back up.

ATTACHMENTS:

Lieber Mech. ASI #4 Pricing - REVISED.pdf , _Baker Bros ASI #4 Pricing.docx , _Cherokee Painting ASI #4 Pricing.pdf , _Bryans Flooring ASI #4 Pricing.pdf , _Arrow ASI #4 Pricing.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	ASI #4 - Deduct Fixtures	$(1,562.40)
2	09-100-S.O Gypsum Board Assemblies & Ceiling Systems - Arrow	ASI #4 - Restroom Wall Framing	$2,428.72
3	09-103-S.O Polished Concrete, Flooring, & Tiling - Bryan's Flooring	ASI #4 - Added Restroom Wall TIle	$652.00
4	09-102-S.O Painting - Cherokee Painting	ASI #4 - Tape/Bed/Paint	$1,495.00
5	22-100-S.O Plumbing - Lieber Mechanical	ASI #4 - Group Restroom Underground Plumbing	$10,466.00
6	01-103-L.O Project Manager	Staff Cost	$840.00
7	01-040-O.O Contingency.Other	Utilize Contingency	$(14,319.32)
		Grand Total:	**$0.00**

CADE CONSTRUCTION

PCO #007

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

SIGNATURE DATE

Lic. OK 3273

BAKER BROTHERS
ELECTRIC, INC.
2200 SOUTH EASTERN
MOORE, OK 73160
(405) 799-9994 • 799-5550 (FAX)

ATTN: Blake Burden
RE: Mustang #9 ASI #4

The following is a deduct for the light fixture changes on ASI#4.

Deduct 4 type LP2 and 2 type LR fixtures ----------$1,562.40.

LOREN JONES 5-13-2024

ARROW
CONSTRUCTION RESOURCES

Project: MPS- Elementary #9

1. Change Order Title:	ASI # 4- Restrooms wall changes			2. Number	001		
3. Change Order Requested By:	Cade Construction			3. Date	05/07/24		
5. Owner/Architect/Engineer Change Order Request Number							
6. Material					$ 1,105.47		
7. Equipment					$ -		
			8. Material and Equipment Subtotal			$	1,105.47
			9. Sales Tax	0.0%		$	-
10. Labor	20	Manhours @	$ 34.00	/Hour	$ 680.00		
11. PM/Estimating	1	Manhours @	$ 45.00	/Hour	$ 45.00		
12. Labor Insurance and Taxes			30%		$ 217.50		
13. Small Tools			5%	of Labor	$ 34.00		
14. Out of Town Expenses			0%	of Labor	$ -		
			15. Labor Sub-Total			$	976.50
16. Equipment Rental							
Scissor Lift		Hours @	3.00	/Hour	$ -		
SkyTrack		Hours @	30.00	/Hour	$ -		
Hoisting		Hours @	125.00	/Hour	$ -		
Scaffold		Hours @	20.00	/Hour	$ -		
			17. Equipment Rental Sub-Total			$	-
18. Indirect Costs							
			19. Change Order Sub-Total Costs			$	2,081.97
			20. Overhead	10%	$		208.20
			21. Sub-Total		$		2,290.17
			22. Profit	5%	$		114.51
			23. (DEDUCTS)				
			24. Sub-Total		$		2,404.68
			25. Add'l Insurance Premiums				
			26. Bond Premium	1.0%	$		24.05
			27. Total Change Order Cost				
						$	**2,428.72**

28. Additional Calendar Days Required _____

29. Description of Additional Work

ASI #4- Change wall configuration in (2) toilets

Submitted By: Craig Egleston Title: Estimator

1325 N Garnett Rd
Tulsa, OK 74116

TEL (918) 346-6900
WEB www.arrowcr.net

BRYAN'S FLOORING
OPEN SINCE 1978

3935 W. Reno
Oklahoma City, OK 73107
405-634-4136
www.BryansFlooring.com

Estimate

Date	Estimate #
5/10/2024	**85753**
Expires	Sales Rep
	BRY

Customer

CADE Construction
701 W. Sheridan Ave.
Ste. 108
Oklahoma City, OK 73102

Project Name

Mustang Elem #9

Description
Additional Wall Tile
Freight
Install
thinset
Kerapoxy

Exclusions: Bid Bond, Post Installation Protection / Maintenance, Moisture / High Alkalinity Remediation (per bid conditions)

Total **$652.00**

*This is an estimate based on the information which we have been provided. Any variance from the plans or specifications which have been provided may result in additional material or labor charges. This estimate does not contain any charges for floor preparation, unless specifically detailed above. This estimate does not include any cost of cleanup except what is included in the sales order agreement, or contract (if applicable). This estimate is effective for a period of thirty (30) days or earlier if withdrawn by Bryan's Flooring. This estimate must be signed and returned to Bryan's Flooring before any order is placed. If this project is a taxable job please ask for appropriate sales tax amount if not already figured. Thank You.

50% deposit required to order
All Sales Final - No Returns
3.5% credit card convenience fee

779

Signature

Please Sign, Date and Email to Bryan's Flooring

Cherokee Painting, LLC.
8833 SE 29th St.
Midwest City, OK 73110
Cell # 405-250-2560 Office # 405-610-7620
E-mail jrosser@cherokeepainting.com

May 6, 2024

REQUEST FOR CHANGE ORDER

Attn: Blake Burden
From: Joe Rosser
Subj: MPS Elementary No. 9
Re: ASI-004

This proposal, if accepted, shall be made a part of any contract entered into, either by attachment or direct incorporation. Pricing is offered per plans or as noted below. Any of the following exclusions may be waived in this proposal, if either, specific pricing is provided or if an item is directly waived in our proposal. If you are unsure of any of the items listed below, please call our office.

Cherokee Painting proposes to furnish the labor, material, equipment and necessary equipment to complete the above-mentioned project with the following scope.

1. Provide additional Tape & Bed and Paint at reworked restrooms as indicated in updated Drawings.

TOTAL **$ 1,495.00**

If you have any questions please don't hesitate to contact me.

Joe Rosser
Project Manager

PAINTING AND DECORATING CONTRACTORS of AMERICA

Proposed Change Order

Lieber Mechanical LLC
Plumbing - Heating - Air Conditioning

1105 First Place Blvd
Yukon, OK 73099

PCO Number: LM-02
Date: 05/22/2024

Regarding:
ASI-004: Relocate P-32 Lavatories to Boys & Girls Restrooms.

To:
Cade Construction
701W. Sheridan Ave.
Suite 108
Oklahoma City, OK 73102

Job Site:
Mustang Elem #9 PLUMBING
4800 S Sara Road
Oklahoma City, OK 73179

Requested By:	Phone:	E-mail:
Craig A Carroll	(405) 265-4695	ccarroll@liebermech.com

Recipients:	Phone:	E-mail:
Blake Burden	(918) 332-0115	blake@cadeconstructionlp.com

Requested Change:	Change to Contract
See Attached Breakout	$ 10466.00

PCO Total	$ 10466.00

Please respond by: 06/05/2024

Craig A. Carroll

Craig A Carroll
Lieber Mechanical LLC

Blake Burden
Cade Construction

Lieber Mechanical LLC
Plumbing - Heating - Air Conditioning

SUBCONTRACTOR C.O. REQUEST BREAKDOWN FORM

Complete and submit this form, along with all 2nd tier subcontractor break-downs, for any and all change order requests made for the below referenced project.

Project Name:	Mustang Elementary #09
Lieber Project #:	24903
Reference Document:	ASI-004
Request Description:	Relocate P-32 2-Station Lavatories to Boys & Girls RR

MATERIAL AND EQUIPMENT

Quantity	Units	Description	Add/Deduct	Subtotal
				$ -
1	LS	Additional Rough-in Material	$ 2,068.27	$ 2,068.27
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
			Total:	$ 2,068.27
			Sales Tax:	
			Section Subtotal:	*$2,068.27*

MANPOWER

Position	Hours		Rate		Subtotal		Per Diem		Add/Deduct
Field Labor	64	@	$85.59	=	$5,477.76	+		=	$5,477.76
Project Manager	2	@	$102.00	=	$204.00	+		=	$204.00
Warehouse/Dlvry	6	@	$45.00	=	$270.00	+		=	$270.00
General Labor	6	@	$25.00	=	$150.00	+		=	$150.00
		@		=	$0.00	+		=	$0.00

Note: *Include Labor burden in Hourly Rate*

Section Subtotal: *$6,101.76*

2ND TIER SUBCONTRACTOR

Contractor Name	Description of Work	Add/Deduct
Brandon Insulation	Additional Insulation	$ 1,250.00
		0
		0
		0
	Section Subtotal:	*$1,250.00*

CERTIFICATION

Company:	Lieber Mechanical LLC	**Request Subtotal:**	$9,420.03
Signature:	Craig A. Carroll	**10% OH&P:**	$942.00
Name/Title:	Craig A. Carroll, Owner/Managing Member	**Bond:**	$103.97
Date:	**22-May-24**	**REQUEST TOTAL:**	***$10,466.00***

782

CADE CONSTRUCTION

PCO #007

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #007: ASI 4 - Group Restroom Revisions per City of OKC

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	007 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:		**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 4 - Group Restroom Revisions per City of OKC

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #07 - ASI 4 - Group Restroom Revisions per City of OKC $14,319.32

The Oklahoma City Plan Reviewer required the group restrooms in areas A and B to be redesigned to rework the entries, and separate the hand washing areas into the individual boys and girls areas. ASI 4 pricing involves the following scopes of work: gyp board assemblies, flooring & tiling, painting, plumbing, and electrical. All subcontractor quotes are attached to this PCO as back up.

ATTACHMENTS:

Lieber Mech. ASI #4 Pricing - REVISED.pdf , _Baker Bros ASI #4 Pricing.docx , _Cherokee Painting ASI #4 Pricing.pdf , _Bryans Flooring ASI #4 Pricing.pdf , _Arrow ASI #4 Pricing.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	ASI #4 - Deduct Fixtures	$(1,562.40)
2	09-100-S.O Gypsum Board Assemblies & Ceiling Systems - Arrow	ASI #4 - Restroom Wall Framing	$2,428.72
3	09-103-S.O Polished Concrete, Flooring, & Tiling - Bryan's Flooring	ASI #4 - Added Restroom Wall TIle	$652.00
4	09-102-S.O Painting - Cherokee Painting	ASI #4 - Tape/Bed/Paint	$1,495.00
5	22-100-S.O Plumbing - Lieber Mechanical	ASI #4 - Group Restroom Underground Plumbing	$10,466.00
6	01-103-L.O Project Manager	Staff Cost	$840.00
7	01-040-O.O Contingency.Other	Utilize Contingency	$(14,319.32)
		Grand Total:	**$0.00**

CADE CONSTRUCTION

PCO #007

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24

SIGNATURE **DATE**

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE **DATE**

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24

SIGNATURE **DATE**

CADE CONSTRUCTION

PCO #007

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #007: ASI 4 - Group Restroom Revisions per City of OKC

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	007 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:		**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached COs	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 4 - Group Restroom Revisions per City of OKC

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #07 - ASI 4 - Group Restroom Revisions per City of OKC $14,319.32

The Oklahoma City Plan Reviewer required the group restrooms in areas A and B to be redesigned to rework the entries, and separate the hand washing areas into the individual boys and girls areas. ASI 4 pricing involves the following scopes of work: gyp board assemblies, flooring & tiling, painting, plumbing, and electrical. All subcontractor quotes are attached to this PCO as back up.

ATTACHMENTS:

Lieber Mech. ASI #4 Pricing - REVISED.pdf , _Baker Bros ASI #4 Pricing.docx , _Cherokee Painting ASI #4 Pricing.pdf , _Bryans Flooring ASI #4 Pricing.pdf , _Arrow ASI #4 Pricing.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	ASI #4 - Deduct Fixtures	$(1,562.40)
2	09-100-S.O Gypsum Board Assemblies & Ceiling Systems - Arrow	ASI #4 - Restroom Wall Framing	$2,428.72
3	09-103-S.O Polished Concrete, Flooring, & Tiling - Bryan's Flooring	ASI #4 - Added Restroom Wall TIle	$652.00
4	09-102-S.O Painting - Cherokee Painting	ASI #4 - Tape/Bed/Paint	$1,495.00
5	22-100-S.O Plumbing - Lieber Mechanical	ASI #4 - Group Restroom Underground Plumbing	$10,466.00
6	01-103-L.O Project Manager	Staff Cost	$840.00
7	01-040-O.O Contingency.Other	Utilize Contingency	$(14,319.32)
		Grand Total:	**$0.00**

CADE CONSTRUCTION

PCO #007

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24

SIGNATURE **DATE**

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE **DATE**

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24

SIGNATURE **DATE**

Change Order MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Asst. Superintendent

Date: 5/23/24

Contract Vendor: CADE Construction **Time Frame:**

Discussion, motion and possible action to approve the potential change order with the Construction Manager at-Risk:

Change Order #8 for Elem. #9 - Drive 3 Existing Subsoil

Soft soils have been experienved at drive 3. This could come from the poor backfill of the utility contractor who ran utilities prior to MPS purchasing the land. Per the testing agencies initial recommendation, it was advised to under-cut, and new soil material placed the width of the road and about 40' east of Sara Rd where more stable soils are found. Upon undercutting, stable soils were not found and water began filling the excavated area. A second and final recommendation has been made to backfill the excavated area at drive 3 with flowable fill material. Engineer reports and recommendations are attached.

Use of contingency $26,305.00.

CADE CONSTRUCTION

PCO #008

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #008: Drive 3 Existing Subsoil

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	008 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Seth Battiato **(Bear Creek Construction LLC)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached CO & Engineered Recommendation	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:	30 days	**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Drive 3 Existing Subsoil

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #08 - Bear Creek - Drive 3 Existing Subsoil Issues $26,305.00

Soft soils have been experienced at drive 3. This could come from the poor backfill of the utility contractor who ran utilities prior to MPS purchasing the land. Per the testing agencies initial recommendation, it was advised to under-cut, and new soil material placed, the width of the road and about 40' east of Sara RD where more stable soils are found. Upon undercutting stable soils were not found and water began filling the excavated area. A second and final recommendation has been made to backfill the excavated area at drive 3 with flowable fill material. Engineer reports and recommendations are attached.

ATTACHMENTS:
Bear Creek - Drive 3 Subsoil Recoomendation Pricing.pdf

#	Budget Code	Description	Amount
1	33-100-S.O Site Utilities - Bear Creek	Drive 3 Subsoil Issues	$25,465.00
2	01-103-L.O Project Manager	Staff Cost	$840.00
3	01-040-O.O Contingency.Other	Utilize Contingency	$(26,305.00)
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

SIGNATURE 5/23/24 DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

SIGNATURE 5/23/24 DATE

Bear Creek Construction llc

PROPOSED CHANGE ORDER REQUEST

Date	5/16/2024		Company	Bear Creek Construction
Customer Rep	Blake			

Changes Requested

front entrance needs to be excavated at a depth of 6 ft to remove unsuitable soil.

place back with flowable fill just over existing utilities. after 24 hours cure time, compact with select fill rest of way up in lifts.

	hour rate	estimated total hours	
1) mini ex. PC 88	105	28	$ 2,940.00
2) forman	65	8	$ 520.00
3) operator	45	32	$ 1,440.00
4) materials / safety fence. T-post and Added 164 cubic yards flow fill			$ 18,250.00
5) 10% overhead and profit			2,315
	total		**$ 25,465.00**

Rep:	Seth Battiato	Customer Approval:	

BUILDING & EARTH
Geotechnical, Environmental, and Materials Engineers

6125 W. Reno Ave., Suite 1000
Oklahoma City, OK 73127
Ph: (405) 458-9800
www.BuildingAndEarth.com

May 15, 2024

Cade Construction
701 W. Sheridan Ave., Ste. 108
Oklahoma City, Oklahoma 73102

Attention: Mr. Tucker Smith
c/c: Mr. Brandon Barrett
Mr. Reb Sullenger

Subject: Letter of Recommendations for Approach #3
Mustang #9 Elementary School
South Sara Road and SW 44th Street Intersection
Oklahoma City, Oklahoma 73179
Building & Earth Project No. OC240019

Dear Mr. Smith:

Building & Earth Sciences Inc. (Building & Earth) is pleased to submit this letter of recommendations for subgrade improvements needed around the area designated as Approach #3. Approach #3 is highlighted on Figure 1.

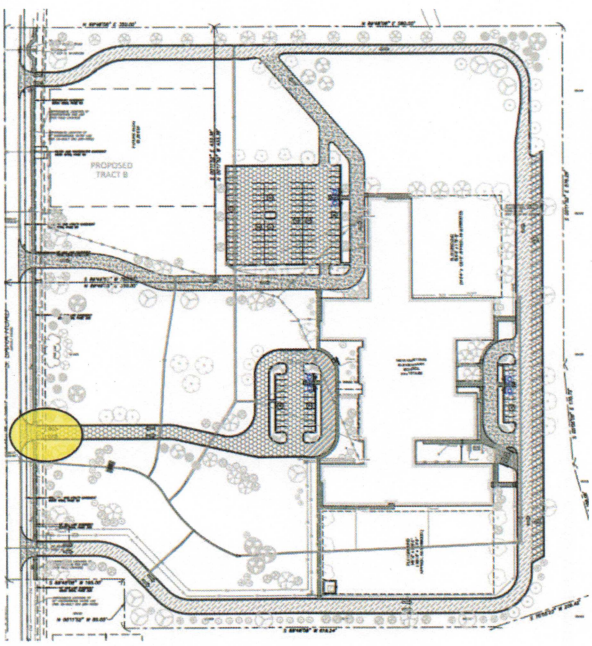

Figure 1: Snippet from Site Plan Highlighting Approach #3

BACKGROUND INFORMATION

A proofroll was performed on Approach #2 and Approach #3 on 4/24/2024. The proofroll was performed at the approximate finished grade. The exposed soils were pumping and rutting under the weight of a fully loaded dump truck. It was suspected that the backfill used when installing the new 8-inch gas line and 18-inch water line which extends north and south along Sara Road, was loosely placed, and not compacted in lifts.

On 4/25/2024, a representative of Building & Earth probed the area with a T-rod. A summary of depths and locations of T-rod probing is presented below.

Location on Approach #3 (ft. East of Sara Road)	Depth T-rod was easily advanced into the subgrade soil (in.)
~10	60
~15	60
~20	60
~30	52
~35	50
~40	1

Table 1: Approximate T-rod Advancement Depths

Following probing the area with a T-rod, Building & Earth recommended undercutting the soft materials along the full width of proposed entrance drive extending approximately 40 east of Sara Road. Following undercutting, the exposed subgrade was to be moisture conditioned to within a range of 2% below to 2% above optimum moisture content. Once the material is near optimum moisture content, the exposed subgrade was to be recompacted to at least 95% of the material's standard Proctor maximum dry density.

The area was undercut to a depth of approximately 6 to 7 feet below the final grade of the proposed pavement approximately 10 feet east of Sara Road. Further east, the excavation was shallower; approximately 3 to 5 feet below the finished elevation of the proposed pavement. During the excavation process, water began flowing into the open excavation at the bottom of the undercut. The following pictures show the area at Approach #3 on May 7th and 8th, 2024. We understand water was pumped out of the excavation on May 8th, 2024. On May 9th, 2024, water had collected back in the excavation.



Figure 2: Looking West, 5/7/2024



Figure 3: Looking North, 5/8/2024 morning



Figure 4: Looking West, 5/8/2024 afternoon



Figure 5: Looking West, 5/8/2024 afternoon

Based on a conversation with Mr. Tucker Smith on 5/13/24, the water entering the excavation is not coming from a leak in the water line.

BACKFILL RECOMMENDATIONS

We recommend placing Controlled Low Strength Material (CLSM) in accordance with the Oklahoma Department of Transportation 2019 Standard Specification for Highway Construction to provide a stable working platform for construction of Approach #3. The water in the excavation should be pumped out at the undercut level prior to placing the CLSM. CLSM should be placed as soon as practical after the water has been pumped out of the excavation. The CLSM should be placed to a level above the exposed water and gas lines that will allow for the compaction of structural fill on top of the CLSM without damaging the utilities beneath. The CLSM should be placed extending approximately 40-feet east of Sara Road within the area of Approach #3.

The structural fill should be placed and compacted per project specifications. We recommend using smaller compaction equipment during the compaction of structural fill to minimize disturbance to the underlying utilities.

The CLSM should be allowed to cure for a period of at least 24 hours before proceeding with placement of structural fill.

Permanent subsurface drainage provisions are excluded from the recommendations presented in this letter. The recommendations are intended for construction purposes only to establish a stable subgrade suitable for support of the approach.

CLOSING

We appreciate the opportunity to provide geotechnical consultation services during the construction phase of this project. If you have any questions regarding the information in this letter or need any additional information, please call us.

Respectfully submitted,
BUILDING & EARTH SCIENCES, INC.
Certificate of Authorization #3975, Expires June 30, 2024

John B. Richards, P.E.
Operations Manager

Marco V. Vicente Silvestre, P.G., P.E.
Regional Vice President – Principal

CADE CONSTRUCTION

PCO #008

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #008: Drive 3 Existing Subsoil

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	008 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Seth Battiato **(Bear Creek Construction LLC)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached CO & Engineered Recommendation	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:	30 days	**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Drive 3 Existing Subsoil

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #08 - Bear Creek - Drive 3 Existing Subsoil Issues $26,305.00

Soft soils have been experienced at drive 3. This could come from the poor backfill of the utility contractor who ran utilities prior to MPS purchasing the land. Per the testing agencies initial recommendation, it was advised to under-cut, and new soil material placed, the width of the road and about 40' east of Sara RD where more stable soils are found. Upon undercutting stable soils were not found and water began filling the excavated area. A second and final recommendation has been made to backfill the excavated area at drive 3 with flowable fill material. Engineer reports and recommendations are attached.

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Bear Creek - Drive 3 Subsoil Recoomendation Pricing.pdf

#	Budget Code	Description	Amount
1	33-100-S.O Site Utilities - Bear Creek	Drive 3 Subsoil Issues	$25,465.00
2	01-103-L.O Project Manager	Staff Cost	$840.00
3	01-040-O.O Contingency.Other	Utilize Contingency	$(26,305.00)
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

SIGNATURE 5/23/24 DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

SIGNATURE 5/23/24 DATE

CADE CONSTRUCTION

PCO #008

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #008: Drive 3 Existing Subsoil

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	008 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Seth Battiato **(Bear Creek Construction LLC)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached CO & Engineered Recommendation	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:	30 days	**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: Drive 3 Existing Subsoil

CHANGE REASON: Existing Condition

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #08 - Bear Creek - Drive 3 Existing Subsoil Issues $26,305.00

Soft soils have been experienced at drive 3. This could come from the poor backfill of the utility contractor who ran utilities prior to MPS purchasing the land. Per the testing agencies initial recommendation, it was advised to under-cut, and new soil material placed, the width of the road and about 40' east of Sara RD where more stable soils are found. Upon undercutting stable soils were not found and water began filling the excavated area. A second and final recommendation has been made to backfill the excavated area at drive 3 with flowable fill material. Engineer reports and recommendations are attached.

ATTACHMENTS:

Bear Creek - Drive 3 Subsoil Recoomendation Pricing.pdf

#	Budget Code	Description	Amount
1	33-100-S.O Site Utilities - Bear Creek	Drive 3 Subsoil Issues	$25,465.00
2	01-103-L.O Project Manager	Staff Cost	$840.00
3	01-040-O.O Contingency.Other	Utilize Contingency	$(26,305.00)
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

Change Order MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Asst. Superintendent

Date: 5/23/24

Contract Vendor: CADE Construction **Time Frame:**

Discussion, motion and possible action to approve the potential change order with the Construction Manager at-Risk:

Change Order #9 for Elem. #9 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR

ASI 7 was issued as a VE effort, and changes the lavatories in single person restrooms from a Bradley Lav Deck unit to porcelain wall hung sink.

This is a credit to the contingency $(36,660.00).

CADE CONSTRUCTION

PCO #009

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #009: ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	009 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Craig Carroll **(Lieber Mechanical LLC)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #09 - Lieber Mechanical - ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR $(36,660.00)

ASI 7 was issued as a VE effort, and changes the lavatories in single person restrooms from a Bradley Lav Deck unit to porcelain wall hung sink.

ATTACHMENTS:
Lieber Mechanical Pricing - ASI #7.pdf

#	Budget Code	Description	Amount
1	22-100-S.O Plumbing - Lieber Mechanical	ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR	$(37,080.00)
2	01-103-L.O Project Manager	Staff Cost	$420.00
3	01-040-O.O Contingency.Other	Add to Contingency	$36,660.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

ARCHITECT'S SUPPLEMENTAL INSTRUCTION No. 007

Date: May 8, 2024 Job #: 1123E96

To: Blake Burden

Company: CADE Construction

Project: Mustang PS Elementary School #9

From: Justin Mitchell

MA+ ARCHITECTURE
Oklahoma City + Norman
Phone: 405.525.8806
www.maplusarch.com

ASI DESCRIPTION:

Please see attached sheet M401. This sheet is reissued due to the VE effort, and changes the lavatories in single person restrooms from a Bradley unit to porcelain wall hung sink.

Oklahoma City
4000 Classen Blvd., Suite 100N
Oklahoma City, OK 73118

Norman
110 N. Mercedes Dr., Suite 200
Norman, OK 73069

Plumbing Fixture Schedule

MARK	FIXTURE	MANUFACTURER MODEL	SIZE/MOUNT	ROUGH-IN SCHEDULE CW	HW	WASTE	VENT	GAS	ELECTRICAL CONNECTION	FITTINGS & REMARKS
P-1	WATER CLOSET	SLOAN ST-2459	WALL HUNG	1"	-	4"	2"	-	-	PROVIDE PROFLO PFTSCOFH2000WH HEAVY DUTY COMMERCIAL SEAT, SLOAN 111-1.6 GPF-DFB FLUSH VALVE, AND FLOOR MOUNTED FIXTURE CARRIER.
P-1A	WATER CLOSET ADA	SLOAN ST-2459	WALL HUNG 16" HIGH	1"	-	4"	2"	-	-	PROVIDE PROFLO PFTSCOFH2000WH HEAVY DUTY COMMERCIAL SEAT, SLOAN 111-1.6 GPF-DFB FLUSH VALVE, AND FLOOR MOUNTED FIXTURE CARRIER.
P-2	URINAL	SLOAN SU-1009	WALL HUNG	3/4"	-	2"	2"	-	-	PROVIDE ROYAL 186-0.5-DFB FLUSH VALVE, AND FLOOR MOUNTED FIXTURE CARRIER.
P-2A	URINAL ADA	SLOAN SU-1009	WALL HUNG	3/4"	-	2"	2"	-	-	PROVIDE ROYAL 186-0.5-DFB FLUSH VALVE, AND FLOOR MOUNTED FIXTURE CARRIER.
P-3 1	LAVATORY ADA	KOHLER K-7009	WALL HUNG	1/2"	1/2"	1 1/2"	1 1/2"	-	-	DELTA 2502LF FAUCET, SUPPLY STOPS, SUPPLY LINES, K-7129 GRID STRAINER W/ OFFSET P-TRAP, ACORN MODEL B170 ASSE 1070 MIXING VALVE, FLOOR MOUNTED CARRIER, AND TRUEBRO LAV SHIELD & LAV GUARD PIPING COVERS. MOUNT AT ADA HEIGHT.
P-3E	LAVATORY SYSTEM (2 STATION)	BRADLEY LD-3010	WALL HUNG	1/2"	1/2"	1 1/2"	1 1/2"	-	-	DELTA 2502LF FAUCET, SUPPLY STOPS, SUPPLY LINES, K-7129 GRID STRAINER W/ OFFSET P-TRAP, ACORN MODEL B170 ASSE 1070 MIXING VALVE, FLOOR MOUNTED CARRIER, AND TRUEBRO LAV SHIELD & LAV GUARD PIPING COVERS. MOUNT AT ADA HEIGHT.
P-33	LAVATORY SYSTEM (3 STATION)	BRADLEY LD-3010	WALL HUNG	1/2"	1/2"	1 1/2"	1 1/2"	-	-	DELTA 2502LF FAUCET, SUPPLY STOPS, SUPPLY LINES, K-7129 GRID STRAINER W/ OFFSET P-TRAP, ACORN MODEL ST70 ASSE 1070 MIXING VALVE, FLOOR MOUNTED CARRIER, AND TRUEBRO LAV SHIELD & LAV GUARD PIPING COVERS. MOUNT AT ADA HEIGHT.
P-4	SERVICE SINK (CORNER)	FIAT TSB 1611	FLOOR 30x32x12	3/4"	3/4"	3"	2"	-	-	T&S BRASS MODEL B-0695-BSTR FAUCET, 032-AA HOSE & BRACKET, 628-CC MOP BRACKET. MSG 3232 STAINLESS STEEL WALL GUARD. PROVIDE CHECK VALVES IN HOT AND COLD WATER LINES ABOVE CEILING PRIOR TO FAUCET.
P-5A	WATER COOLER W BOTTLE FILLER - ADA	ELKAY LVRCGRN8WSK	WALL HUNG ADA HEIGHT	1/2"	-	1 1/2"	1 1/2"	-	Y	8.0 GPH @ 50 DEGREE WATER, 120V/1PH, 260 WATTS, 5.5 AMP. VANDAL RESISTANT STAINLESS STEEL CABINET. PROVIDE P-TRAP, SUPPLY STOP, & FLOOR MOUNTED IN WALL CARRIER.
P-5D	WATER COOLER	ELKAY LVRCSC8S	WALL HUNG	1/2"	-	1 1/2"	1 1/2"	-	Y	8.0 GPH @ 50 DEGREE WATER, 120V/1PH, 260 WATTS, 5.5 AMP. VANDAL RESISTANT STAINLESS STEEL CABINET. PROVIDE P-TRAP, SUPPLY STOP, & FLOOR MOUNTED IN WALL CARRIER.
P-6	FREEZE PROOF WALL HYDRANT	WOODFORD B67	WALL	3/4"	-	-	-	-	-	MOUNT AT 30" ABOVE GRADE. PROVIDE TWO TEE KEYS TO OWNER. PROVIDE ISOLATION BALL VALVE ON BRANCH LINE.
P-6A	WALL HYDRANT	WOODFORD B74	WALL RECESSED	-	3/4"	-	-	-	-	MOUNT AT 12" ABOVE FINISHED FLOOR, PROVIDE TWO TEE KEYS TO OWNER. PROVIDE ISOLATION BALL VALVE ON BRANCH LINE.
P-6B	WALL HYDRANT	WOODFORD H22	WALL RECESSED	3/4"	3/4"	-	-	-	-	MOUNT AT 12" ABOVE FINISHED FLOOR PROVIDE ISOLATION BALL VALVE ON BRANCH LINE
P-6C	ROOF HYDRANT	WOODFORD SRH-MS	ROOF	3/4"	-	-	-	-	-	MOUNT AS INDICATED ON DETAIL. PROVIDE ISOLATION BALL VALVE ON BRANCH LINE. PROVIDE DECK CLAMP.
P-6D	WALL HYDRANT	WOODFORD B74	WALL RECESSED	-	3/4"	-	-	-	-	MOUNT AT 12" ABOVE FINISHED FLOOR, PROVIDE TWO TEE KEYS TO OWNER. PROVIDE ISOLATION BALL VALVE ON BRANCH LINE.
P-7	WASHER BOX	GUY GREY SSWB1	WALL RECESSED	1/2"	1/2"	2"	1 1/2"	-	-	STAINLESS STEEL BOX AND FACEPLATE - 304 S.S., 1/4 TURN BALL VALVE W/ HAMMER ARRESTORS, CENTER DRAIN OUTLET. CLOTHES WASHER/DRYER BY OTHER.
P-7A	CONDENSATE WASHER BOX	GUY GREY SSDB1	WALL RECESSED	-	-	2"	1 1/2"	-	-	PROVIDE WALL BOX WITHOUT VALVES. PROVIDE OPTIONAL MATCHING COVER PLATE AND AIR GAP FITTING. MAKE ALL FINAL CONNECTIONS.
P-7B	ICE / COFFEE MAKER CONNECTION	GUY GRAY SSMI81AB	WALL RECESSED	1/2"	-	-	-	-	-	PROVIDE SINGLE SUPPLY STOP WITH 1/4" FLARED CONNECTION FOR WATER FILTRATION SYSTEM. PROVIDE CHECK VALVE FOR BACKFLOW PREVENTION (REF: ARCH - APPLIANCES)
P-8	SINGLE COMPARTMENT SINK	ELKAY LRAD2312265	22"x19.5" COUNTER	1/2"	1/2"	2"	1 1/2"	-	-	PROVIDE DELTA 2102LF FAUCET w/ 8 INCH CENTER, ACORN MODEL ST70 ASSE 1070 MIXING VALVE, STRAINER, SUPPLY STOPS & SUPPLY LINES.
P-8B	SINGLE COMPARTMENT SINK W/ BUBBLER	ELKAY ELUHAD211545	20"x17" UNDERMOUNT	1/2"	1/2"	2"	1 1/2"	-	-	PROVIDE 1&8 BRASS B-2360-03 BUBBLER & DELTA 2102LF FAUCET w/ 8 INCH CENTER, ACORN MODEL ST70 ASSE 1070 MIXING VALVE, STRAINER, SUPPLY STOPS & SUPPLY LINES, P-TRAP W/CLEANOUT AND TRAP CONNECTORS.
P-8C	SINGLE COMPARTMENT SINK W/ PLASTER TRAP & EYEWASH	ELKAY LRAD2312265	31"x22"x6.5" COUNTER	1/2"	1/2"	2"	1 1/2"	-	-	PROVIDE DELTA 2102LF FAUCET w/ 8 INCH CENTER, ACORN MODEL B170 ASSE 1070 MIXING VALVE, STRAINER, SUPPLY STOPS & SUPPLY LINES. PROVIDE WADE 5740 SOLIDS INTERCEPTOR PLASTER TRAP W/CLEANOUT AND TRAP CONNECTORS. PROVIDE BRADLEY S19-270B SWING-AWAY EYEWASH WITH NAVIGATOR S19-2000 EF/SB THERMOSTATIC MIXING VALVE. MOUNT MIXING VALVE BELOW COUNTER, CONNECT TO CWHW BELOW COUNTER.
P-8D	SINGLE COMPARTMENT SINK W/ PLASTER TRAP	ELKAY LRAD2312265	31"x22"x6.5" COUNTER	1/2"	1/2"	2"	1 1/2"	-	-	PROVIDE DELTA 2102LF FAUCET w/ 8 INCH CENTER, ACORN MODEL ST70 ASSE 1070 MIXING VALVE, STRAINER, SUPPLY STOPS & SUPPLY LINES. PROVIDE WADE 5740 SOLIDS INTERCEPTOR PLASTER TRAP W/CLEANOUT AND TRAP CONNECTORS.
P-9	TWO COMPARTMENT SINK W/ DISPOSAL	ELKAY LR332265	33"x22"x6.5" COUNTER	1/2"	1/2"	2"	1 1/2"	-	Y	ELKAY LK800GN08T4-BH FAUCET, ELKAY LK-35B STRAINER & DRAIN FITTING, ACORN MODEL ST70 ASSE 1070 MIXING VALVE, SUPPLY STOPS & SUPPLY LINES, P-TRAP W/CLEANOUT AND TRAP CONNECTORS. PROVIDE IN-SINK-ERATOR MODEL EVOLUTION EXCEL WITH WALL SWITCH, 1 HP, 120V, LOCATE IN LEFT SINK. PROVIDE DISPOSAL OFFSET CHUTE FOR SINKS WITH ADA APRON, REF ARCH.
P-11	SHOWER AND SHOWER PAN (ADA)	CHICAGO FAUCETS SH-P81-11-014 AQUABATH CP3830BF	WALL / FLOOR (30"x30" SHOWER PAN)	3/4"	3/4"	3"	2"	-	-	PROVIDE 1910-VONF PRESSURE BALANCING VALVE WITH INTEGRAL STOPS AND CHECKS, 1910-XJKNF VALVE CARTRIDGE, 609-CP SHOWER HEAD, 2.5 GPM HAND SPRAY WITH 59" STAINLESS STEEL HOSE, 36" WALL MOUNTED ADA GRAB BAR WITH HAND SPRAY HOLDER, AND DIVERTER VALVE. PROVIDE AQUABATH ADA COMPLIANT SHOWER PAN CP3836BF.

THE FOLLOWING ITEMS MAY BE FURNISHED BY FOOD SERVICE EQUIPMENT AND TO BE INSTALLED BY THE PLUMBING CONTRACTOR, REFER TO FOOD SERVICE.

K-1	KITCHEN HAND SINK (ADA)	FURNISHED BY OTHERS CONTRACTOR INSTALLED	WALL HUNG ADA	1/2"	1/2"	1 1/2"	1 1/2"	-	REF. F.S.	REF. F.S.. PROVIDE FLOOR MOUNTED CARRIER, ACORN MODEL ST70 ASSE 1070 MIXING VALVE, SUPPLY STOPS, OFFSET DRAIN ASSEMBLY, P-TRAP W/CLEANOUT, AND STAINLESS STEEL TRUEBRO LAV SHIELD.
K-2	DISPOSER & SPRAY ASSEMBLY	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR & WALL	3/4"	3/4" GW	3"	2"	-	REF. F.S.	REF. F.S. PROVIDE SUPPLY STOPS. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-3	DISH WASHER	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	1/2"	1/2" 140	2" GW	-	-	REF. F.S.	REF. F.S. PROVIDE LINE FILTER SUPPLY STOP, AND INDIRECT WASTE CONNECTION TO FLOOR SINK. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-4	SINGLE COMPARTMENT SINK	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	1/2"	1/2" 140	2" GW	-	-	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOPS, AND INDIRECT WASTE CONNECTION TO FLOOR SINK. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-5	2 COMPARTMENT SINK	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	3/4"	3/4" 140	(2) 2" GW	-	-	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOPS, AND INDIRECT WASTE CONNECTIONS TO FLOOR SINK. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-6	3 COMPARTMENT SINK	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	(2) 3/4"	(2) 3/4" 140	(3) 2" GW	-	-	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOPS, AND INDIRECT WASTE CONNECTIONS TO FLOOR SINK. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-7	ICE MAKER & ICE BIN	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	1/2"	-	2" & 3/4" GW	-	-	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOP, WATER FILTER, REDUCED PRESSURE BACKFLOW PREVENTER AND INDIRECT WASTE CONNECTION TO FLOOR SINK MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-8	STEAMER (DOUBLE)	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	(2) 1/2"	-	(2) 2" GW	-	(2) 1/2"	REF. F.S.	REF. F.S.. 124 MBH. PROVIDE GAS COCKS, SUPPLY STOPS, AND INDIRECT WASTE CONNECTIONS TO FLOOR SINK. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-9	TILTING BRAISING PAN	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	-	-	4" GW	-	(2) 3/4"	REF. F.S.	REF. F.S.. 144 MBH. PROVIDE GAS COCKS. MAKE FINAL CONNECTIONS AS REQUIRED TO CONNECT EQUIPMENT.
K-10	CONVECTION OVEN (DOUBLE)	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	-	-	-	-	(2) 3/4"	REF. F.S.	REF. F.S.. 180 MBH. PROVIDE GAS COCKS. MAKE FINAL CONNECTIONS AS REQUIRED TO CONNECT EQUIPMENT.
K-11	FUTURE EQUIPMENT	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	(2) 3/4"	-	-	-	(2) 3/4"	REF. F.S.	REF. F.S.. SIZED FOR 250 MBH. PROVIDE GAS COCKS AND CAP OFF. PROVIDE SUPPLY STOPS AND CAP OFF.
K-12	DROP-IN COLD PAN	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	-	-	3/4"	-	-	REF. F.S.	REF. F.S.. PROVIDE INDIRECT WASTE CONNECTION TO FLOOR SINK. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-13	DROP-IN HOT PAN	FURNISHED BY OTHERS CONTRACTOR INSTALLED	FLOOR	-	1/2"	3/4"	-	3/4"	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOP, REDUCED PRESSURE BACKFLOW PREVENTER, AND INDIRECT WASTE CONNECTION TO FLOOR SINK, MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-14	FILLER FAUCET	FURNISHED BY OTHERS CONTRACTOR INSTALLED	WALL HUNG	1/2" FCW	1/2"	-	-	-	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOPS. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-15	EYE WASH STATION	FURNISHED BY OTHERS CONTRACTOR INSTALLED	WALL HUNG	1/2" FCW	1/2"	-	-	-	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOPS. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.
K-16	HOSE BIB	FURNISHED BY OTHERS CONTRACTOR INSTALLED	WALL HUNG	3/4"	3/4"	-	-	-	REF. F.S.	REF. F.S.. PROVIDE SUPPLY STOPS. MAKE ALL CONNECTIONS REQUIRED BY FOOD SERVICE PLANS.

Drain and Cleanout Schedule

MARK	TYPE	MANUFACTURER MODEL	BODY MATERIAL	STRAINER MATERIAL	REMARKS
FD-A	FLOOR DRAIN	WADE 1100-5A	CAST IRON	NICKEL BRONZE	PROVIDE DEEP SEAL P-TRAP, AND TRAP SEAL DEVICE.
FD-B	FLOOR DRAIN	WADE 1100-ER5	CAST IRON	NICKEL BRONZE	PROVIDE CONDENSATE RIM GRATE, DEEP SEAL P-TRAP. AND TRAP SEAL DEVICE.
FD-C	FUNNEL FLOOR DRAIN	WADE 1100-5A-EC6	CAST IRON	NICKEL BRONZE	PROVIDE CONDENSATE RIM GRATE, DEEP SEAL P-TRAP W/ TRAP SEAL DEVICE, AND 6" ELONGATED FUNNEL ASSEMBLY.
DSB	OFFSET CAST IRON DOWNSPOUT BOOT	NEENAH FOUNDRY R-4929-OC	CAST IRON	-	MINIMUM 30" OVERALL HEIGHT, WITH INTEGRAL CLEANOUT, INLET SIZES MAY VARY, REFER TO ARCHITECTURAL AND MECHANICAL PLANS FOR FINAL SIZES
DSN	DOWN SPOUT NOZZLE	WADE 3940-3-166	CAST IRON	ROUGH BRONZE	PROVIDE INTEGRAL STAINLESS STEEL BIRD SCREEN
RD	ROOF DRAIN	WADE 3000 / 3001	CAST IRON	ROUGH BRONZE DOME	PROVIDE DECK CLAMP, SUMP RECEIVER, AND ADJUSTABLE EXTENSION AS REQUIRED.
RD-A	ROOF DRAIN	WADE 3240	CAST IRON	CAST IRON DOME	PROVIDE DECK CLAMP, SUMP RECEIVER, AND ADJUSTABLE EXTENSION AS REQUIRED.
RD-B	ROOF DRAIN	THUNDERBIRD 1PDPDIN02NH-S	BRONZE	CAST ALUMINUM DOME	316 STAINLESS STEEL FLANGE.
OFRD	OVERFLOW ROOF DRAIN	WADE 3000-D / 3001-D	CAST IRON	ROUGH BRONZE DOME	PROVIDE DECK CLAMP, SUMP RECEIVER, AND ADJUSTABLE EXTENSION AS REQUIRED. PROVIDE 2" EXTERNAL OVERFLOW DAM.
FS-A	FLOOR SINK	WADE 9140-1	CAST IRON	NICKEL BRONZE	SEPARATE DEEP SEAL TRAP, SEDIMENT BUCKET. FULL GRATE
FS-B	FLOOR SINK	WADE 9140-1	CAST IRON	NICKEL BRONZE	SEPARATE DEEP SEAL TRAP, SEDIMENT BUCKET. 3/4 GRATE
FS-C	FLOOR SINK	WADE 9140-1	CAST IRON	NICKEL BRONZE	SEPARATE DEEP SEAL TRAP, SEDIMENT BUCKET. 1/2 GRATE
FCO	INDOOR FLOOR CLEANOUT	WADE 6000-1	CAST IRON	NICKEL BRONZE	REFER TO PLANS AND DETAILS, COORDINATE FINAL COVER WITH ARCHITECTURAL FINISHES.
YCO	OUTDOOR HD CLEANOUT	WADE 6000-12	CAST IRON	DUCTILE IRON	REFER TO PLANS AND DETAILS
WCO	WALL CLEANOUT	WADE 8590-75	CAST IRON	BRONZE PLUG STAINLESS COVER	PROVIDE WITH WADE 8485-RS ROUND STAINLESS STEEL COVER AND VANDAL PROOF CENTER SECURING SCREW

Grease Interceptor Schedule

MARK	TYPE	MANUFACTURER/ MODEL	FLOW RATE	GREASE CAP. LBS	PIPE SIZE	WIDTH/ INCH	LENGTH INCH	REMARKS
GI-01	PRECAST CONCRETE 1500 GALLON	HANSON OR EQUAL	75 GPM	200 LBS	4"	60	115	PROVIDE TWO 24" DIA EPOXY COATED FABRICATED STEEL MANHOLES THAT HAVE LETTERING SAYING "GREASE INTERCEPTOR". 4" THREADED INLET AND OUTLET CONNECTIONS, INTERNAL AIR RELIEF, INTERNAL TRAP, REMOVABLE BAFFLE, GASKETED NON-SKID COVER.

Pump Schedule

MARK	TYPE	SERVICE	GPM	HEAD FEET	HP	RPM	VOLTAGE	PUMP WEIGHT (LBS)	MANUFACTURER MODEL	NOTES
CP-B1	STAINLESS STEEL INLINE	140°	1	20	1/6	1725	120 / 1 / 60 178 (W)	18	GRUNDFOS MAGNA3 32-120 SF N	
CP-B2	STAINLESS STEEL INLINE	DOMESTIC HOT WATER	25	58	2.25	1725	460 / 3 / 60 1700 (W)	75	GRUNDFOS UPS 50-240 F 9	1,2
CP-B3	STAINLESS STEEL INLINE	140°	2	24	1/6	1725	120 / 1 / 60 178 (W)	18	GRUNDFOS MAGNA3 32-120 SF N	1,2

NOTES
1. PROVIDE PUMPS WITH TRIM AS DETAILED IN PLANS AND SPECIFICATIONS.
2. PROVIDE AQUASTAT AND 7 DAY DIGITAL PROGRAMMABLE SCHEDULE EQUIVALENT INTERMATIC FM1D SERIES. REFER TO PLANS FOR LOCATION. IF NOT SHOWN ON PLANS LOCATE WITHIN SAME ROOM OF RECIRCULATION PUMP

Water Hammer Arrestor Schedule

MARK	TYPE	SERVICE	FIXTURE UNITS	CONN SIZE	MATERIAL	MANUFACTURER MODEL
WHA-A	BELLOWS	DOMESTIC WATER	1 to 11	3/4"	STAINLESS STEEL	WATTS SS-A
WHA-B	BELLOWS	DOMESTIC WATER	12 to 32	1"	STAINLESS STEEL	WATTS SS-B
WHA-C	BELLOWS	DOMESTIC WATER	33 to 60	1"	STAINLESS STEEL	WATTS SS-C
WHA-D	BELLOWS	DOMESTIC WATER	60 to 113	1"	STAINLESS STEEL	WATTS SS-D
WHA-E	BELLOWS	DOMESTIC WATER	114 to 154	1"	STAINLESS STEEL	WATTS SS-E

Mixing Valve Schedule

MARK	TYPE	FLOW RATE (PRESSURE DROP)	INLET SIZE	OUTLET SIZE	MINIMUM FLOW RATE	FINISH	MANUFACTURER MODEL	NOTES
MV-B1	THERMOSTATIC CONTROLLER	5 GPM (@ 5 PSID)	1/2"	1/2"	0.5 GPM	ROUGH BRONZE	ACORN MV17-1-OTG	1,2
MV-B2	THERMOSTATIC CONTROLLER	50 GPM (@ 5 PSID)	1 1/4"	1 1/2"	3 GPM	ROUGH BRONZE	ACORN MV17-4-OTG	1,2
MV-B3	THERMOSTATIC CONTROLLER	15 GPM (@ 5 PSID)	3/4"	1"	1 GPM	ROUGH BRONZE	ACORN MV17-2-OTG	1,2
MV-B4	LAB CERTIFIED MIXING VALVE	9.6 GPM (@ 30 PSID)	1/2"	1/2"	0.5 GPM	ROUGH BRONZE	ACORN ET71-1-BVS-OTG	2,3,4,5

NOTES:
1. PROVIDE WALL MOUNTING BRACKET, BI-METAL DIAL THERMOMETER, UNIONS, AND SHUT-OFF VALVES
2. MINIMUM FLOW RATES SHALL BE CERTIFIED TO ASSE 1017 AND CSA STANDARDS
3. MIXING VALVE SHALL HAVE INTEGRAL COLD WATER BYPASS.
4. PROVIDE LOCKABLE BALL VALVE SHUT-OFFS, AND OUTLET TEMPERATURE GAUGE.
5. PROVIDE STAINLESS STEEL WALL BOX, MOUNT RECESSED INSIDE WALL STUDS WHERE POSSIBLE.

Water Heater Schedule

MARK	TYPE	STORAGE (GALLONS)	INPUT (MBH)	RECOVERY	MAIN POWER SUPPLY	MANUFACTURER MODEL	WEIGHT (LBS)	WARRANTY	REMARKS
WH-1 THRU 10	GAS-FIRED INSTANTANEOUS	-	199	67° RISE@ 5.3 GPM	120 / 1 / 60	NAVIEN NPE-240A2	77	5 YEAR	ALL

NOTES
1. PROVIDE PRESSURE AND TEMPERATURE RELIEF VALVE, PIPE TO NEAREST FLOOR DRAIN.
2. PROVIDE EXPANSION TANK PER MANUFACTURER RECOMMENDATIONS
3. PROVIDE ISOLATION VALVES AT INLET AND DISCHARGE LINES.
4. PROVIDE CONDENSATE NEUTRALIZATION KIT
5. PROVIDE MULTIPLE ROOF PENETRATIONS AND CONCENTRIC VENT IF NECESSARY TO BE IN COMPLIANCE WITH MANFACTURERS RECOMMENDATIONS.

Residential Kitchen Hood Schedule

MARK	TYPE	MANUFACTURER/ MODEL NO.	CAPTURE SIZE	EXHAUST CFM	SP IN W.C.	HOOD CONTROLLER	VOLTAGE	NOTES
KH-3	FIRE SUPPRESSION FACTORY INSTALLED W/ 60W BULB	DENLAR (ELECTRIC) D1030-D-RF (NFPA101)	30"x18.4"	450	0.5	FACTORY MOUNTED VARIABLE SWITCH	120 / 1 / 60	1 THRU 9

NOTES:
1. PROVIDE UL LISTED EXHAUST DUCT.
2. PROVIDE INTERLOCK TO EXHAUST FANS.
3. PROVIDE FAN SWITCH, LIGHT SWITCH, AND TEMPERATURE INTERLOCK HEAT SENSOR.
4. PROVIDE INTERLOCK TO ELECTRICAL CUTOFF, ELECTRICAL SHUNTS AND FIRE SUPPRESSION CONTROLLER.
5. HOOD TO BE CONSTRUCTED OF 430 STAINLESS STEEL WHERE EXPOSED.
6. PROVIDE FIRE SUPPRESSION SYSTEM.
7. PREFER TO DETAILS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.
8. PROVIDE ADA HANDICAPPED ACCESSIBLE CONTROL BOX.

Kitchen Hood Schedule

MARK	TYPE	KITCHEN HOOD MANUFACTURER/ MODEL NO.	CAPTURE SIZE	EXHAUST CFM	SP IN W.C.	NOTES	HOOD CONTROLLER (MOUNTED IN ASSOCIATED UTILITY CABINET) MANUFACTURER/ MODEL NO.	USER INTERFACE TYPE / LOCATION	FANS CONTROLLED	NOTES	EXTERNAL SUPPLY AIR CURTAIN MANUFACTURER/ MODEL NO.	QTY	AIR CURTAIN SIZE	AIR VOLUME/ SP (IN WG)	NOTES
KH-1	WALL CANOPY TYPE 1	GREENHECK GXEW-196.00-S	(2) 78" X 66"	3,600	0.931	1 THRU 7, 10	GREENHECK GKC-CV-S-20-3-1-0	SWITCH PANEL / (REFER TO DETAILS)	KEF-1A,1B	7,8	GREENHECK	2	78"X16"X4" - 80"X16"X4"	1440 / 0.01 1440 / 0.01	2,9
KH-2	WALL CANOPY TYPE 1	GREENHECK GXEW-196.00-S	(2) 78" X 66"	2,600	0.562	1 THRU 7, 10	GREENHECK GKC-CV-SP-30-3-1-0	SWITCH PANEL / (REFER TO DETAILS)	KEF-2A,2B	7,8	GREENHECK	2	90"X14"X4" - 78"X14"X4"	1040 / 0.01 1040 / 0.01	2,9

NOTE:
1. PROVIDE UL LISTED EXHAUST DUCT.
2. HOOD, SUPPLY AIR CURTAIN, AND UTILITY CABINETS TO BE CONSTRUCTED OF 430 STAINLESS STEEL WHERE EXPOSED.
3. PROVIDE INDIVIDUAL FAN SWITCHES, LIGHT SWITCHES, AND TEMPERATURE INTERLOCK HEAT SENSORS.
4. PROVIDE FIRE SUPPRESSION SYSTEM, LOCATE WITHIN HOOD MOUNTED UTILITY CABINET.
5. PROVIDE 54"Wx12"Dx24" HOOD MOUNTED UTILITY CABINET WITH FIRE SUPPRESSION ANSUL SYSTEM AND CONTROL PANEL ENCLOSURE. REFERTO PLANS FOR UTILITY CABINET LOCATION.
6. PROVIDE RECESSED LED TYPE LIGHT FIXTURES.
7. REFER TO DETAILS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.
8. PROVIDE INTERLOCK TO GAS SOLENOID, ELECTRICAL SHUNTS AND FIRE SUPPRESSION CONTROLLER.
9. PROVIDE INSULATED SUPPLY AIR CURTAIN WITH SUPPLY COLLARS AND MANUAL BALANCING DAMPERS.
10. PROVIDE STAINLESS STEEL BACKSPLASH PANEL.
11. PROVIDE FLOURESCENT TYPE LIGHT FIXTURES.
12. PROVIDE CEILING ENCLOSURE EXTENSION PANEL AS REQUIRED FOR 10'-0" CEILINGS.
13. PROVIDE MOTOR STARTER FOR KH-1/KEF-1A,1B AND KH-2/KEF-2A,2B CONTROLLER.
14. PROVIDE HOOD MOUNTED TOUCH SCREEN USER INTERFACE, REFER TO DETAILS FOR LOCATION.

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CONSULTANTS

CIVIL:
SRB ENGINEERING

STRUCTURAL:
KFC ENGINEERING

MEP:
ALLEN CONSULTING

KITCHEN CONSULTANT
FDP, LLC

ALLEN CONSULTING INCORPORATED
CA/4160 Expires: 6/30/2024
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Ph (405)447-2262 Fax(405)447-2264

MUSTANG ELEMENTARY SCHOOL #9

MUSTANG, OKLAHOMA

REVISION ISSUE

MARK	DATE	DESCRIPTION
CD	01.13.2023	100% CONSTRUCTION DOCUME
1	3/10/23	ADDENDUM #1
2	3/31/23	ADD 307

SHEET INFO

PROJECT: 1127E9R

DRAWN BY: RDH

CHECKED BY: KMH

SHEET TITLE
MECHANICAL SCHEDULES

SHEET NUMBER
M401

Proposed Change Order

Lieber Mechanical LLC
Plumbing - Heating - Air Conditioning

1105 First Place Blvd
Yukon, OK 73099

PCO Number: LM-01
Date: 05/16/2024

Regarding:
ASI-007: Replace P-31 Single Station Bradley with Wall Hung Porcelain Wall Hung Sink.

To:
Cade Construction
701W. Sheridan Ave.
Suite 108
Oklahoma City, OK 73102

Job Site:
Mustang Elem #9 PLUMBING
4800 S Sara Road
Oklahoma City, OK 73064

Requested By:	Phone:	E-mail:
Craig A Carroll	(405) 265-4695	ccarroll@liebermech.com

Recipients:	Phone:	E-mail:
Blake Burden	(918) 332-0115	blake@cadeconstructionlp.com

Requested Change:	Change to Contract
Delete P-31 Bradley Style Single Station Sink	$ -53070.00
Add P-31 Porcelain Wall Hung Sink	$ 15990.00

PCO Total	$ -37080.00

Please respond by: 05/30/2024

Craig A. Carroll

Craig A Carroll
Lieber Mechanical LLC

Blake Burden
Cade Construction

Lieber Mechanical LLC
Plumbing - Heating - Air Conditioning

SUBCONTRACTOR C.O. REQUEST BREAKDOWN FORM

Complete and submit this form, along with all 2nd tier subcontractor break-downs, for any and all change order requests made for the below referenced project.

Project Name:	Mustang Elementary #09
Lieber Project #:	24903
Reference Document:	ASI-007
Request Description:	Revise P-31 Bradley Single Station Sink to WH Porcelain

MATERIAL AND EQUIPMENT

Quantity	Units	Description	Add/Deduct	Subtotal
30	ea	Delete P-31 Bradley Single Station Lavatory	$ (1,769.00)	$ (53,070.00)
30	ea	Add P-31 Wall Hung Porcelain Sink	$ 533.00	$ 15,990.00
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
			Total:	$ (37,080.00)
			Sales Tax:	
			Section Subtotal:	*-$37,080.00*

MANPOWER

Position	Hours		Rate		Subtotal		Per Diem		Add/Deduct
Field Labor		@	$77.82	=	$0.00	+		=	$0.00
Project Manager		@	$96.00	=	$0.00	+		=	$0.00
Warehouse/Dlvry		@	$40.00	=	$0.00	+		=	$0.00
General Labor		@	$20.00	=	$0.00	+		=	$0.00
		@		=	$0.00	+		=	$0.00

Note: *Include Labor burden in Hourly Rate*

Section Subtotal: *$0.00*

2ND TIER SUBCONTRACTOR

Contractor Name	Description of Work	Add/Deduct
		0
		0
		0
		0
		Section Subtotal: *$0.00*

CERTIFICATION

Company:	Lieber Mechanical LLC	**Request Subtotal:**	-$37,080.00
Signature:		**OH&P:**	
Name/Title:	Craig A. Carroll, Owner/Managing Member	**Bond:**	
Date:	**16-May-24**	**REQUEST TOTAL:**	***-$37,080.00***

CADE CONSTRUCTION

PCO #009

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #009: ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	009 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Craig Carroll **(Lieber Mechanical LLC)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #09 - Lieber Mechanical - ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR $(36,660.00)

ASI 7 was issued as a VE effort, and changes the lavatories in single person restrooms from a Bradley Lav Deck unit to porcelain wall hung sink.

ATTACHMENTS:
Lieber Mechanical Pricing - ASI #7.pdf

#	Budget Code	Description	Amount
1	22-100-S.O Plumbing - Lieber Mechanical	ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR	$(37,080.00)
2	01-103-L.O Project Manager	Staff Cost	$420.00
3	01-040-O.O Contingency.Other	Add to Contingency	$36,660.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

PCO #009

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #009: ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	009 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:	Craig Carroll **(Lieber Mechanical LLC)**	**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/20/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #09 - Lieber Mechanical - ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR $(36,660.00)

ASI 7 was issued as a VE effort, and changes the lavatories in single person restrooms from a Bradley Lav Deck unit to porcelain wall hung sink.

ATTACHMENTS:
Lieber Mechanical Pricing - ASI #7.pdf

#	Budget Code	Description	Amount
1	22-100-S.O Plumbing - Lieber Mechanical	ASI 7 - Bradley Lav Decks to Porcelain Wall Hung Sink @ Single Person RR	$(37,080.00)
2	01-103-L.O Project Manager	Staff Cost	$420.00
3	01-040-O.O Contingency.Other	Add to Contingency	$36,660.00
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

Change Order MEMO

MUSTANG PUBLIC SCHOOLS

To: Mustang Board of Education

CC: Charles Bradley, Superintendent
Jeff Landes, CFO

From: Dr. Jason Pittenger, Asst. Suprintendent

Date: 5/23/24

Contract Vendor: CADE Construction **Time Frame:**

Discussion, motion and possible action to approve the potential change order with the Construction Manager at-Risk:

Change Order #10 for Elem. #9 - MPS Data Conduit

MPS requested additional underground conduit be added to the project to connect the data rooms for I.T. rough-in as well as 2-2" conduits be extended to Sara Rd. PCO 10 includes all labor, equipment and materials to install the requested data conduits.

Use of contingency $21,788.85.

CADE CONSTRUCTION

PCO #010

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #010: ASI 9 - MPS Data Conduit

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	010 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:		**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/22/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 9 - MPS Data Conduit

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #10 - ASI 9 - MPS Data Conduit $21,788.85
MPS requested additional underground conduit be added to the project to connect the data rooms for I.T. rough-in as well as 2-2" conduits be extended to Sara Rd. PCO 10 includes all labor, equipment and materials to install the requested data conduits.

ATTACHMENTS:
Baker Bros - ASI 9 Pricing.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	ASI 9 - MPS Data Conduit	$20,178.85
2	01-103-L.O Project Manager	Staff Cost	$1,260.00
3	01-025-O.O Plan Reproduction	Plan Reproduction	$350.00
4	01-040-O.O Contingency.Other	Utilize Contingency	$(21,788.85)
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

SIGNATURE 5/23/24 DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

SIGNATURE 5/23/24 DATE

Lic. OK 3273

BAKER BROTHERS ELECTRIC, INC.
2200 SOUTH EASTERN
MOORE, OK 73160
(405) 799-9994 • 799-5550 (FAX)

ATTN: Blake Burden
RE: Mustang #9

The following is a price to provide 2-2" pvc underground conduits from MDF to each IDF. And 2-2" PVC from MDF to Easment.

1,700' of 2" PVC----------$3,215.21.
10- 2" RIDGED 90% elbows----------$302.90.
10- 2" PVC female ADP. ----------$18.60.
Trench 9.00 per foot for 840 feet----------$7,560.00.
LABOR 3 men @ 157.48 per hour 40 hours----------$6,299.20.
SUB TOTAL----------$17,395.91.

10% OH&P----------$1,739.59.
INSURANCE @ 1.50%----------$260.93.
Bond @ 1.25%----------$217.44.

TOTAL FOR THIS ADD IS----------$19,957.87.
The following is a breakout number for the run from MDF to easement.
1,100' of 2" PVC, TRENCH AND LABOR IS----------(DEDUCT)-----$9,806.00

ASI #9 cost for the relocation of MDF room from area C to area D this makes the TELE/DATA entry conduit 30' longer.
60' of 2" PVC----------(ADD)----------$220.98.
The trench is already in the above pricing.

_____
Loren Jones 5-21-2024

PCO #010

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #010: ASI 9 - MPS Data Conduit

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	010 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:		**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/22/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 9 - MPS Data Conduit

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #10 - ASI 9 - MPS Data Conduit $21,788.85
MPS requested additional underground conduit be added to the project to connect the data rooms for I.T. rough-in as well as 2-2" conduits be extended to Sara Rd. PCO 10 includes all labor, equipment and materials to install the requested data conduits.

ATTACHMENTS:
Baker Bros - ASI 9 Pricing.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	ASI 9 - MPS Data Conduit	$20,178.85
2	01-103-L.O Project Manager	Staff Cost	$1,260.00
3	01-025-O.O Plan Reproduction	Plan Reproduction	$350.00
4	01-040-O.O Contingency.Other	Utilize Contingency	$(21,788.85)
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

CADE CONSTRUCTION

PCO #010

CADE Construction
701 W Sheridan Ave Suite 108
Oklahoma City, Oklahoma 73102
Phone: +14054106072

Project: 23-04 - Elementary #9
4800 S. Sara Road
Oklahoma City, Oklahoma 73064

Prime Contract Potential Change Order #010: ASI 9 - MPS Data Conduit

TO:	Mustang Public Schools 909 S. Mustang Road Mustang, Oklahoma 73064	**FROM:**	CADE Construction 701 W. Sheridan Avenue Suite 108 Oklahoma City, Oklahoma 73102
PCO NUMBER/REVISION:	010 / 0	**CONTRACT:**	23-04 - Elementary #09
REQUEST RECEIVED FROM:		**CREATED BY:**	Blake Burden **(CADE Construction)**
STATUS:	Approved	**CREATED DATE:**	5/22/2024
REFERENCE:	Attached CO	**PRIME CONTRACT CHANGE ORDER:**	None
FIELD CHANGE:	No		
LOCATION:		**ACCOUNTING METHOD:**	Amount Based
SCHEDULE IMPACT:		**PAID IN FULL:**	No
EXECUTED:	No	**SIGNED CHANGE ORDER RECEIVED DATE:**	
		TOTAL AMOUNT:	$0.00

POTENTIAL CHANGE ORDER TITLE: ASI 9 - MPS Data Conduit

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
PCO #10 - ASI 9 - MPS Data Conduit $21,788.85
MPS requested additional underground conduit be added to the project to connect the data rooms for I.T. rough-in as well as 2-2" conduits be extended to Sara Rd. PCO 10 includes all labor, equipment and materials to install the requested data conduits.

ATTACHMENTS:
Baker Bros - ASI 9 Pricing.pdf

#	Budget Code	Description	Amount
1	26-100-S.O Electrical - Baker Bros	ASI 9 - MPS Data Conduit	$20,178.85
2	01-103-L.O Project Manager	Staff Cost	$1,260.00
3	01-025-O.O Plan Reproduction	Plan Reproduction	$350.00
4	01-040-O.O Contingency.Other	Utilize Contingency	$(21,788.85)
		Grand Total:	**$0.00**

Heath Tate (MA+ Architecture)
4000 N. Classen Boulevard Suite 100N
Oklahoma City, Oklahoma 73118

5/23/24
SIGNATURE DATE

Mustang Public Schools
909 S. Mustang Road
Mustang, Oklahoma 73064

SIGNATURE DATE

CADE Construction
701 W. Sheridan Avenue Suite 108
Oklahoma City, Oklahoma 73102

5/23/24
SIGNATURE DATE

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1773 - 49999, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1773	05/09/2024	14462	Amazon Capital Services Inc.	054 - L Johnson Classroom Supplies	231.46
Lea Johnson Classroom Supplies such as blank index cards, foil tape, washi tape etc.			11-054-1000-619-251-0000-000-105		05/09/2024	77.15
			11-054-1000-619-251-0000-000-135		05/09/2024	77.15
			11-054-1000-619-251-0000-000-150		05/09/2024	77.16
11	1774	05/10/2024	16635	Steve Weiss Music Inc	004 MHS Repairs on Timpani	52.37
044 Yamaha Parts Repair Rubber Stoppers for Timpani Pedal			11-004-2640-439-900-0000-000-705		05/10/2024	4.98
			11-004-2640-439-900-0000-000-705		05/10/2024	2.49
Yamaha Parts Repair Pedal for TP-8326R			11-004-2640-439-900-0000-000-705		05/10/2024	44.90
11	1775	05/10/2024	68289	Grammarly, Inc.	012-Subscription	30.00
012-one month subscription Grammarly			11-012-2490-653-000-0000-000-050		05/10/2024	30.00
11	1776	05/13/2024	90162	Kelly Dennison	722-Kelly Dennison-Travel Reimbursement	315.00
#722-Kelly Dennison-ASCA Conference July 12-16, 2024 Kansas City,Missouri			11-722-2213-580-100-0000-000-050		05/13/2024	315.00
11	1777	05/13/2024	15012	Dell Marketing LP	025 -Chasity Head Laptop	1,075.79
Logitech MK710 Wireless Keyboard and Mouse with Built-in LCD Dashboard			11-025-2580-653-000-0000-000-050		05/13/2024	75.99
Dell Latitude 3550			11-025-2580-653-000-0000-000-050		05/13/2024	845.99
Dell Dock - WD19S 130w Power Delivery 180w Power Supply			11-025-2580-653-000-0000-000-050		05/13/2024	153.81
11	1778	05/13/2024	23467	OKLAHOMA AUTISM NETWORK	613 PECS L1 Training - 6/11 to 6/12 - OKC, OK	300.00
613 PECS L1 Training - 6/11 to 6/12 - OKC, OKElizabeth Shay, Ashlyn Lambert, and Natalie Williams			11-613-2573-860-239-0000-000-505		05/13/2024	100.00
			11-613-2573-860-239-0000-000-505		05/13/2024	200.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1773 - 49999, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1779	05/13/2024	14462	Amazon Capital Services Inc.	367 Instructional RSA Materials	9,927.08
367 UPINS 6000 Pcs Balloon Glue Removable Adhesive Tape Double Sided Point Dots, 60 Rolls			11-367-1000-619-427-1132-000-105		05/13/2024	17.88
Astrobrights Mega Collection, Colored Paper, Neon Pink, 625 Sheets, 24 lb/89 gsm, 8.5" x 11			11-367-1000-611-427-1132-000-110		05/13/2024	17.49
			11-367-1000-611-427-1132-000-115		05/13/2024	17.49
			11-367-1000-611-427-1132-000-120		05/13/2024	17.49
Astrobrights Mega Collection, Colored Paper, Bright Yellow, 625 Sheets, 24 lb/89 gsm, 8.5" x 11"			11-367-1000-611-427-1132-000-125		05/13/2024	16.54
Astrobrights Mega Collection, Colored Paper, Bright Green, 625 Sheets, 24 lb/89 gsm, 8.5" x 11"			11-367-1000-611-427-1132-000-135		05/13/2024	16.99
Astrobrights Mega Collection, Colored Paper, Bright Blue, 625 Sheets, 24 lb/89 gsm, 8.5" x 11"			11-367-1000-611-427-1132-000-150		05/13/2024	47.97
Astrobrights Mega Collection, Colored Paper, Ultra Red, 625 Sheets, 24 lb/89 gsm, 8.5" x 11"			11-367-1000-611-427-1132-000-155		05/13/2024	17.48
Magicfly Magnetic Adhesive Sheet 8 X 10 Inch, Pack of 30 Flexible Magnet Sheets with Adhesive, Easy Peel and Stick Self Adhesive for Photos, Crafts and Die Storage			11-367-1000-619-427-1132-000-105		05/13/2024	232.57
			11-367-1000-619-427-1132-000-105		05/13/2024	138.56
			11-367-1000-619-427-1132-000-110		05/13/2024	232.57
			11-367-1000-619-427-1132-000-110		05/13/2024	138.56
			11-367-1000-619-427-1132-000-115		05/13/2024	232.57
			11-367-1000-619-427-1132-000-115		05/13/2024	138.56
			11-367-1000-619-427-1132-000-120		05/13/2024	232.57
			11-367-1000-619-427-1132-000-120		05/13/2024	138.56
			11-367-1000-619-427-1132-000-125		05/13/2024	232.58
			11-367-1000-619-427-1132-000-125		05/13/2024	138.55
			11-367-1000-619-427-1132-000-135		05/13/2024	232.58
			11-367-1000-619-427-1132-000-135		05/13/2024	138.55
			11-367-1000-619-427-1132-000-150		05/13/2024	232.58
			11-367-1000-619-427-1132-000-150		05/13/2024	138.55
			11-367-1000-619-427-1132-000-155		05/13/2024	232.58
			11-367-1000-619-427-1132-000-155		05/13/2024	138.61
Baking Sheet Tray Set of 10, EWFEN Stainless Steel Baking Pan Cookie Pan Sheet, Size 16 x 12 x 1 inch, Warp Resistant & Heavy Duty & Rust Free			11-367-1000-619-427-1132-000-105		05/13/2024	715.77
			11-367-1000-619-427-1132-000-105		05/13/2024	132.81
			11-367-1000-619-427-1132-000-110		05/13/2024	715.77
			11-367-1000-619-427-1132-000-110		05/13/2024	132.81
			11-367-1000-619-427-1132-000-115		05/13/2024	715.77
			11-367-1000-619-427-1132-000-115		05/13/2024	132.81
			11-367-1000-619-427-1132-000-120		05/13/2024	715.77
			11-367-1000-619-427-1132-000-120		05/13/2024	132.81
			11-367-1000-619-427-1132-000-125		05/13/2024	715.77
			11-367-1000-619-427-1132-000-125		05/13/2024	132.81
			11-367-1000-619-427-1132-000-135		05/13/2024	715.78
			11-367-1000-619-427-1132-000-135		05/13/2024	132.80
			11-367-1000-619-427-1132-000-150		05/13/2024	715.78
			11-367-1000-619-427-1132-000-150		05/13/2024	132.80
			11-367-1000-619-427-1132-000-155		05/13/2024	715.78
			11-367-1000-619-427-1132-000-155		05/13/2024	132.81
11	1780	05/14/2024	10582	CCOSA	068-Training	1,875.00
068 - TLE Admin Training recertification			11-068-2213-860-000-0000-000-050		05/14/2024	1,875.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1773 - 49999, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1781	05/14/2024	17652	Edmond Music Inc	054 - GATE Supplies	2,100.00
GATE Advanced Brass Mouthpieces			11-054-1000-681-251-0000-000-505		05/14/2024	525.00
			11-054-1000-681-251-0000-000-510		05/14/2024	525.00
			11-054-1000-681-251-0000-000-525		05/14/2024	525.00
			11-054-1000-681-251-0000-000-705		05/14/2024	525.00
11	1782	05/14/2024	99998	MUSTANG SCHOOL ACTIVITY	541-Transportation ASCA Conf. (7/12 -7/16/24)	3,400.00
Transportation for ASCA (American School Counselor Association) Conference (7/12-7/16/24), Kansas City, MO.			11-541-2213-580-000-0000-000-050		05/14/2024	3,400.00
11	1783	05/14/2024	15147	LOWES CREDIT SERVICES	066 Band Items for Performances	1,947.98
066 Band CRAFTSMAN 51.2-in L x 37.5-in H 8-Drawers Rolling Black Wood Work Bench			11-066-1000-619-100-3000-000-705		05/14/2024	1,098.00
Gladiator Hardwood 36-in L x 34-in H Rolling Hammered Granite Wood Work Bench			11-066-1000-619-100-3000-000-705		05/14/2024	449.99
$299.99 - Gladiator Modular 66.5-in L x 38.75-in H Hammered Granite Hardwood Work Bench			11-066-1000-619-100-3000-000-705		05/14/2024	399.99
11	1784	05/14/2024	66397	MNJ TECHNOLOGIES DIRECT, INC.	011 - Ink Cartridges for Tami Cooper	380.95
HP 202A - Black			11-011-2321-611-000-0000-000-050		05/14/2024	66.63
HP 202A YELLOW			11-011-2321-611-000-0000-000-050		05/14/2024	157.16
HP 202A - MAGENTA			11-011-2321-611-000-0000-000-050		05/14/2024	78.58
HP202A - CYAN			11-011-2321-611-000-0000-000-050		05/14/2024	78.58
11	1785	05/15/2024	68341	Carey N Morrow	337 OAC Grant Guitar Instuctor for Alt Ed	3,900.00
337 OAC Grant Guitar Instructor for Alt Ed			11-337-1000-322-100-0000-000-130		05/15/2024	3,900.00
11	1786	05/15/2024	84147	Sierra Catherine Machado	541 - S Machado Mileage for APSI	200.00
Sierra Machado mileage for APSI (Advanced Placement Summer Institute), June 9 - June 14, 2024, Broken Arrow, OK.			11-541-2213-580-000-0000-000-705		05/15/2024	200.00
11	1787	05/15/2024	86415	Maria Isela Mitchell	541- M Mitchell Mileage for APSI	200.00
Maria Mitchell mileage for APSI (Advanced Placement Summer Institute), June 16 - June 21, 2024, Broken Arrow, OK.			11-541-2213-580-000-0000-000-705		05/15/2024	200.00
11	1788	05/15/2024	67046	COMMERCE BANK	412- Rosen Shingle Creek, Orlando, FL - 6/25/24	2,700.00
Lodging for TSA National Convention in Orlando, FL (June 25-30, 2024) for Jessica Holman and Matt Moore			11-412-2213-580-315-8700-000-705		05/15/2024	2,700.00
11	1789	05/15/2024	14462	Amazon Capital Services Inc.	012 - Office Supplies	121.75
012- Office Supplies			11-012-2490-619-000-0000-000-050		05/15/2024	121.75

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1773 - 49999, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1790	05/15/2024	68024	Cardio Partners Inc	045 AED Supplies	1,534.83
045 AED Supplies - Quote Q1061271M5071A PM -Electrode OnSite/Home Adult Cartridge			11-041-2132-616-000-0000-000-050		05/15/2024	600.40
045 AED Supplies - Quote Q1061271M5070A PM-Battery OnSite/Home/FRx			11-041-2132-616-000-0000-000-050		05/15/2024	897.75
045 AED Supplies - Quote Q1061271AMP1011 RKM-Responder Pack PremiumAED/CPR-AED Superstore			11-041-2132-616-000-0000-000-050		05/15/2024	36.68
11	1791	05/16/2024	11059	Blick Art Materials, LLC	004 MHS Art Supplies	1,048.03
004 MHS Art Speedball Bench Hook/Inking Plate			11-004-1000-619-100-2800-000-705		05/16/2024	481.60
Gloss Glaze 16 oz Amethyst			11-004-1000-619-100-2800-000-705		05/16/2024	13.16
Glozz Glaze 16 oz Black			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16 oz Blush			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16 oz Bright White			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16 oz Candy Apple			11-004-1000-619-100-2800-000-705		05/16/2024	26.54
Gloss Glaze 16 oz Cardinal			11-004-1000-619-100-2800-000-705		05/16/2024	26.54
Gloss Glaze 16 oz Clover			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16 oz Dark Chocolate			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Deep Lake			11-004-1000-619-100-2800-000-705		05/16/2024	13.16
Gloss Glaze 16oz Delft Blue			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Dove Gray			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Elephant Gray			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Emerald Isle			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Fruit Punch			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Granny Smith			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Grapefruit			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Grass Green			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Hydrangea			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Indigo			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Lavender Icing			11-004-1000-619-100-2800-000-705		05/16/2024	13.16
Gloss Glaze 16oz Lemon			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Lilac			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Matcha			11-004-1000-619-100-2800-000-705		05/16/2024	26.32
Gloss Glaze 16oz Mandarin			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Mocha			11-004-1000-619-100-2800-000-705		05/16/2024	13.16
Gloss Glaze 16oz Periwinkle			11-004-1000-619-100-2800-000-705		05/16/2024	13.16
Gloss Glaze 16oz Raspberry Smoothie			11-004-1000-619-100-2800-000-705		05/16/2024	26.32
Gloss Glaze 16oz Seafoam			11-004-1000-619-100-2800-000-705		05/16/2024	26.54
Gloss Glaze 16oz Sea Green			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Vanilla Bean			11-004-1000-619-100-2800-000-705		05/16/2024	13.16
Gloss Glaze 16oz Violet			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Sunflower			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Snapdragon			11-004-1000-619-100-2800-000-705		05/16/2024	13.27
Gloss Glaze 16oz Sky Blue			11-004-1000-619-100-2800-000-705		05/16/2024	13.27

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1792	05/16/2024	68063	Ventris Learning LLC	367 Elementary Books for Intervention	3,160.50
367 RSA Elementary Books for Intervention Teacher Manuals			11-367-1000-643-427-1110-000-105		05/16/2024	395.06
			11-367-1000-643-427-1110-000-110		05/16/2024	395.06
			11-367-1000-643-427-1110-000-115		05/16/2024	395.06
			11-367-1000-643-427-1110-000-120		05/16/2024	395.06
			11-367-1000-643-427-1110-000-125		05/16/2024	395.06
			11-367-1000-643-427-1110-000-135		05/16/2024	395.06
			11-367-1000-643-427-1110-000-150		05/16/2024	395.06
			11-367-1000-643-427-1110-000-155		05/16/2024	395.08
11	1793	05/16/2024	84147	Sierra Catherine Machado	541-S Machado Per Diem APSI Conf.(6/9-6/14/24), OK	350.00
Per Diem - Sierra Machado to attend APSI (Advanced Placement Summer Institute) (June 9 - June 14, 2024) in Broken Arrow, OK			11-541-2213-580-000-0000-000-705		05/16/2024	350.00
11	1794	05/16/2024	86415	Maria Isela Mitchell	541-M Mitchell PerDiem, APSI Conf.(6/16-6/21/24)OK	350.00
Per Diem - Maria Mitchell to attend APSI (Advanced Placement Summer Institute) (June 16 - June 21, 2024) in Broken Arrow, OK			11-541-2213-580-000-0000-000-705		05/16/2024	350.00
11	1795	05/16/2024	68530	REALLY GREAT READING COMPANY, LLC	717 - High Dosage Tutoring Grant Materials	14,350.40
SDE High Dosage Tutoring Grant - Really Great Reading Tutoring Materials			11-717-1000-681-429-0000-000-120		05/16/2024	2,870.08
			11-717-1000-681-429-0000-000-125		05/16/2024	2,870.08
			11-717-1000-681-429-0000-000-135		05/16/2024	2,870.08
			11-717-1000-681-429-0000-000-150		05/16/2024	2,870.08
			11-717-1000-681-429-0000-000-155		05/16/2024	2,870.08
11	1796	05/17/2024	66545	INSTRUCTIONAL COACHING GROUP	541-Instructional Coaching Conf.	5,250.00
Additional Registrations for The Intensive Instructional Coaching Institute Registration for the following employees to attend in Lawrence, KS October 1st-6th: Sharon Marion, Crystal Recknagel and Misty Eidson.			11-541-2213-860-429-0000-000-050		05/17/2024	5,250.00
11	1797	05/20/2024	68705	Music Will	066 Registration Raiber 7/10-12,24 Colorado Summit	199.00
066 Registration for Mike Raiber for the Music Will Band Summit July 10-12, 2024Ft. Collins, CO			11-066-2573-860-274-0000-000-050		05/20/2024	199.00
11	1798	05/20/2024	67046	COMMERCE BANK	066 Airfare Raiber Band Summit 7/9-12/24 Colorado	300.00
066 Southwest Airline Airfare for Mike Raiber July 9 - 12, 2024 to Colorado for the Music Will Modern Band Summit			11-066-2573-580-274-0000-000-050		05/20/2024	300.00
11	1799	05/20/2024	85395	Michael A Raiber	066 Enterprise Car Raiber 7/9-12/24 Colorado Band	350.00
066 Enterprise Rent A Car for Mike Raiber July 9-12, 2024 for Music Will Modern Band Summit at Colorado State University			11-066-2573-580-274-0000-000-050		05/20/2024	350.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1800	05/20/2024	67046	COMMERCE BANK	066 Hotel Raiber 7/9-12/24 Band Summit Colorado	800.00
066 Best Western University Inn Hotel for 3 nights for Mike Raiber July 9-12, 2024 Music Will Modern Band Summit at Colorado State University			11-066-2573-580-274-0000-000-050		05/20/2024	800.00
11	1801	05/21/2024	12497	MIDWEST BUS SALES, INC.	027-New Spec Ed Bus	118,028.00
(1) Current Model Year Type A Yellow School Bus, Gasoline Powered, 14-Passenger Max Capacity Bus With Lift, Per Mustang Bid Specifications # 24-060-03, opened on 4/17/24.			11-027-2720-762-000-0000-000-050		05/21/2024	118,028.00
11	1802	05/22/2024	14462	Amazon Capital Services Inc.	048-Office Storage	300.00
048-Office Storage for new office space			11-048-2575-651-100-0000-000-050		05/22/2024	300.00
11	1804	05/24/2024	61446	OKLAHOMA SCHOOLS INSURANCE GROUP	016-Deductible	1,000.00
016-Deductible payment for Accident DOL 5.10.24			11-016-2720-521-000-0000-000-050		05/24/2024	1,000.00
11	1805	05/24/2024	68709	Larry L. Mullins	621 Behavioral Consulting	2,500.00
621 Behavioral consultation, training, & program design			11-621-2140-323-239-0000-000-120		05/24/2024	2,500.00
11	1806	05/24/2024	18288	April Neichole Keck	043 ESY June Vision Services	1,000.00
043 ESY June Vision Services			11-043-1000-322-239-0000-000-135		05/24/2024	1,000.00
11	1807	05/24/2024	14446	WEST MUSIC	066 Music Books for Instruction	139.98
066 World Music Drumming 20th Anniversary Teacher Edition			11-066-1000-641-100-1183-000-135		05/24/2024	135.93
			11-066-1000-641-100-1183-000-135		05/24/2024	4.05
11	1808	05/24/2024	83770	Christopher Michael Ozinga	004 Gas Reimbursement for conf travel 6/24-29/24	200.00
004 Gasoline Reimbursement for Chris Ozinga for Conference June 24-29, 2024Driving from Grand Rapid, MI to Muncie, IN			11-004-2213-580-100-3000-000-705		05/24/2024	200.00
11	1809	05/24/2024	14578	SYNERGY DATA COM	361 ACE Tech Supplies	3,862.48
361 ACE Tech Items1.0 Arlington 1g Cable Entrance Plate White			11-361-2580-653-426-0000-000-050		05/24/2024	86.02
Vanco 50ft High Speed HDMI Cable, Bulk			11-361-2580-653-426-0000-000-050		05/24/2024	2,319.53
Wavenet Cat6 PVC Blue Box			11-361-2580-653-426-0000-000-050		05/24/2024	390.00
Ic FastCrimp CAT6 RJ45, 100PK			11-361-2580-653-426-0000-000-050		05/24/2024	70.32
C2G 50Ft 3.5MM M/M Audio Cable			11-361-2580-653-426-0000-000-050		05/24/2024	477.30
Tyton 1-1/4 Plastic Latch Duct Ivory 8ft			11-361-2580-653-426-0000-000-050		05/24/2024	509.49
Ic Usb over Cat5e 60m/196ft			11-361-2580-653-426-0000-000-050		05/24/2024	9.82
11	1810	05/24/2024	64378	LEON MAY VISUAL DESIGN INC	066 Marching Band Drill	10,000.00
066 Marching Band Drill Program for Summer Camps Starting June 4, 2024			11-066-1000-322-100-3000-000-705		05/24/2024	10,000.00
11	1811	05/24/2024	11059	Blick Art Materials, LLC	066 MHS Art Supplies	3,047.17
066 MHS Blick Lockable Pump Lid - 1/2 Gallon			11-066-1000-619-100-2800-000-705		05/24/2024	17.36
General's Compressed Charcoal - Classroom Art Pack, Set of 114			11-066-1000-619-100-2800-000-705		05/24/2024	82.61
Blick Studio Vine Charcoal - Soft, Box of 12			11-066-1000-619-100-2800-000-705		05/24/2024	33.95
Luxor Heavy-Duty Utility Cart - Three Shelf Combo, Flat and Tub Shelves			11-066-1000-619-100-2800-000-705		05/24/2024	275.58

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
Elmer's Washable School Glue - 4 oz, White			11-066-1000-619-100-2800-000-705		05/24/2024	16.50
X-Acto School Pro Electric Pencil Sharpener - Black			11-066-1000-619-100-2800-000-705		05/24/2024	67.98
Westcott Preferred Line Scissor - Assorted, Pkg of 3			11-066-1000-619-100-2800-000-705		05/24/2024	83.90
Blick Liquid Watercolors - Set of 10 assorted colors, 8 oz bottles			11-066-1000-619-100-2800-000-705		05/24/2024	40.01
Krylon Workable Fixative - 11 oz, Matte, Spray Can			11-066-1000-619-100-2800-000-705		05/24/2024	65.36
Sennelier Delacroix Spray Fixative for Pencils and Charcoals - 400 ml (13 oz)			11-066-1000-619-100-2800-000-705		05/24/2024	104.46
Blickrylic Student Acrylics - Chrome Yellow, Half Gallon			11-066-1000-619-100-2800-000-705		05/24/2024	89.10
Blickrylic Student Acrylics - Magenta, Half Gallon			11-066-1000-619-100-2800-000-705		05/24/2024	89.10
Blickrylic Student Acrylics - Mars Black, Half Gallon			11-066-1000-619-100-2800-000-705		05/24/2024	53.46
Blickrylic Student Acrylics - Phthalo Blue,			11-066-1000-619-100-2800-000-705		05/24/2024	89.10
Blickrylic Student Acrylics - Ultramarine Blue, Half Gallon			11-066-1000-619-100-2800-000-705		05/24/2024	89.10
Blickrylic Student Acrylics - Titanium White, Half Gallon			11-066-1000-619-100-2800-000-705		05/24/2024	71.28
Blickrylic Student Acrylics - Raw Umber, Pint			11-066-1000-619-100-2800-000-705		05/24/2024	12.80
Blickrylic Student Acrylics - Burnt Umber, Pint			11-066-1000-619-100-2800-000-705		05/24/2024	12.80
Blickrylic Student Acrylics - Burnt Sienna, Pint			11-066-1000-619-100-2800-000-705		05/24/2024	12.80
Blickrylic Student Acrylics - Fire Red, Pint			11-066-1000-619-100-2800-000-705		05/24/2024	12.80
Blickrylic Student Acrylics - Violet, Pint			11-066-1000-619-100-2800-000-705		05/24/2024	12.80
Blickrylic Student Acrylics - Phthalo			11-066-1000-619-100-2800-000-705		05/24/2024	12.80
Blickrylic Student Acrylics - Green Oxide, Pint			11-066-1000-619-100-2800-000-705		05/24/2024	12.80
Pentel Oil Pastel Set - Assorted Colors, Set of 432			11-066-1000-619-100-2800-000-705		05/24/2024	199.76
Pacon Tru-Ray Construction Paper - 12" x 18", Black, 50 sheets			11-066-1000-611-100-2800-000-705		05/24/2024	33.12
Pacon Tru-Ray Construction Paper - 24" x 36:, Black, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	92.04
Pacon Tru-Ray Construction Paper - 9" x 12", Blue, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	6.04
Pacon Tru-Ray Construction Paper - 9" x 12", Dark Pink, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	12.08
Pacon Tru-Ray Construction Paper - 9" x 12", Holiday Red, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	15.10
Pacon Tru-Ray Construction Paper - 9" x 12", Holiday Green, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	12.08
Pacon Tru-Ray Construction Paper - 9" x 12" Orange, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	12.08
Pacon Tru-Ray Construction Paper - 9" x 12", Purple, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	12.08
Pacon Tru-Ray Construction Paper - 9" x 12", Yellow, 50 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	12.08
Richeson Bulk Pack Watercolor Paper - 9" x 12", 135 lb, Pkg of 425 sheets			11-066-1000-611-100-2800-000-705		05/24/2024	485.27

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
Elmer's Glue Stick - All Purpose Washable Clear Glue Sticks, Pkg of 30, 0.24 oz			11-066-1000-619-100-2800-000-705		05/24/2024	56.24
Duck Max Strength Tape - Black, 1.88" x 105 ft			11-066-1000-619-100-2800-000-705		05/24/2024	71.94
Westcott Flexible Stainless Steel Ruler - 12:, Flexible			11-066-1000-619-100-2800-000-705		05/24/2024	30.12
Blick Sulphite 80 lb Drawing Papers - 12" x 18", White, 500 Sheets, 80 ob			11-066-1000-611-100-2800-000-705		05/24/2024	102.42
Blick Sulphite 50 lb Drawing Papers - 12" x 18", White, 500 Sheets			11-066-1000-611-100-2800-000-705		05/24/2024	96.88
Blick Sulphite Drawing Papers - 9" x 12" White, 500 Sheets, 50 lb			11-066-1000-611-100-2800-000-705		05/24/2024	49.40
Blick Studio Drawing Pencils - Class Pack of 144			11-066-1000-619-100-2800-000-705		05/24/2024	203.16
Crayola Broad Line Markers - Classpack, Assorted Colors, Set of 256			11-066-1000-619-100-2800-000-705		05/24/2024	77.71
Prismacolor Scholar Art Pencil Set - Assorted Colors, Set of 12			11-066-1000-619-100-2800-000-705		05/24/2024	129.12
11	1812	05/24/2024	67956	Howard industries Inc	361 Interactive Panels for MMS, MNMS, MHS	71,548.00
Newline 75' Q Pro series 4K LED 4K Multi-Touch Display w/ USB Type-C, Google EDLA Certified			11-361-1000-733-426-0000-000-505		05/24/2024	20,801.00
			11-361-1000-733-426-0000-000-510		05/24/2024	20,801.00
			11-361-1000-733-426-0000-000-705		05/24/2024	24,583.00
Newline 85" STV Smart TV, UHD 4K, Built in Wifi, Digital Signage Capable MPN: STV-8524			11-361-1000-733-426-0000-000-505		05/24/2024	509.66
			11-361-1000-733-426-0000-000-510		05/24/2024	509.66
			11-361-1000-733-426-0000-000-705		05/24/2024	509.68
Newline MPN: EPR8A50500-SQR			11-361-1000-733-426-0000-000-505		05/24/2024	298.00
			11-361-1000-733-426-0000-000-510		05/24/2024	298.00
			11-361-1000-733-426-0000-000-705		05/24/2024	298.00
Chief Over-the-Whiteboard Interactive Display Mount - For Display 42-100' - Black -Bracket - for interactive flat panel - silver - screen size: 50'-80' - wall-mountable			11-361-1000-733-426-0000-000-505		05/24/2024	882.00
			11-361-1000-733-426-0000-000-510		05/24/2024	882.00
			11-361-1000-733-426-0000-000-705		05/24/2024	1,176.00
11	1813	05/24/2024	84045	Jessica Leigh Holman	412-J Holman Per Diem, TSA Conf. (6/25-6/30/24)FL	400.00
412- Jessica Holman PerDiem, TSA Nationals Conference .(6/25-6/30/24) Orlando, FL			11-412-2213-580-315-8700-000-705		05/24/2024	400.00
11	1814	05/24/2024	80765	Matt E Moore	412-M Moore Per Diem,TSA Conf. (6/25-6/30/24)FL	400.00
412- Matt Moore PerDiem, TSA Nationals Conference .(6/25-6/30/24) Orlando, FL			11-412-2213-580-315-8700-000-705		05/24/2024	400.00
11	1815	05/24/2024	15361	OKLAHOMA DEPT OF CAREER TECH	412 - New Teacher Academy Reg. (7/10 & 7/11) OK	819.00
Registrations for New Teacher Academy (July 10 and July 11, 2024) Guthrie OK at Meridian Technology Center. Attendees: Amy Hill, Robbyn Glinsmann, Shanda Cummings, Jennifer Wilhm, Matthew Stephens, Rhoda Swan, Krista Owen, Josh Neal, Vanessa Baca			11-412-2573-860-315-8700-000-050		05/24/2024	273.00
			11-412-2573-860-315-8700-000-140		05/24/2024	91.00
			11-412-2573-860-315-8700-000-145		05/24/2024	91.00
			11-412-2573-860-315-8700-000-160		05/24/2024	91.00
			11-412-2573-860-315-8700-000-505		05/24/2024	91.00
			11-412-2573-860-315-8700-000-510		05/24/2024	91.00
			11-412-2573-860-315-8700-000-525		05/24/2024	91.00

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Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1816	05/24/2024	86595	JESSICA DALAINE HOLMAN	412-J Holman Est. Travel Exp. (06/25-06/30/24)FL	200.00
Jessica Holman - Estimated Travel Expense for TSA Nationals Conf. (06/25-06/30/24) Orlando, FL		11-412-2213-580-315-8700-000-705			05/24/2024	200.00
11	1817	05/24/2024	80765	Matt E Moore	412-M Moore Est. Travel Exp. (06/25-06/30/24)FL	200.00
Matt Moore - Estimated Travel Expense for TSA Nationals Conf. (06/25-06/30/24) Orlando, FL		11-412-2213-580-315-8700-000-705			05/24/2024	200.00
11	1818	05/24/2024	15361	OKLAHOMA DEPT OF CAREER TECH	412- BMITE New Teacher Academy (July16-18,2024) OK	170.00
Registration for BMITE New Teacher Academy (July16-18,2024), Guthrie, OKAttendees: Bailey Carey, Greg Osborne		11-412-2213-860-316-8100-000-705			05/24/2024	170.00
11	1819	05/29/2024	14254	NORTHEASTERN STATE UNIVERSITY	541-AP Summer 2024 Institute	3,575.00
Registration for AP Summer 2024 Institute, Broken Arrow, OKIn Person Attendees: Maria Mitchell (June9-4, 2024)Sierra Machado (June 16-21, 2024)Virtual Attendees: Valorey Berry, Jesse Longley (July 15-18,2024)Stan Morrin (July22-25, 2024)		11-541-2213-860-000-0000-000-705			05/29/2024	3,575.00
11	1820	06/05/2024	84449	DORIS ELANE LUCAS	Resignation Agreement Payout	100.00
Resignation Agreement Payoff		11-146-1000-810-100-1050-000-525			06/05/2024	100.00
11	1821	06/05/2024	14462	Amazon Capital Services Inc.	367 Instruction RSA Items	40.00
367 Neenah Astrobrights Color Paper, 8.5â€ x 11â€ , 24 lb/89 GSM, Pulsar Pink, 500 Sheets (21031)		11-367-1000-611-427-1132-000-105			06/05/2024	5.00
		11-367-1000-611-427-1132-000-110			06/05/2024	5.00
		11-367-1000-611-427-1132-000-115			06/05/2024	5.00
		11-367-1000-611-427-1132-000-120			06/05/2024	5.00
		11-367-1000-611-427-1132-000-125			06/05/2024	5.00
		11-367-1000-611-427-1132-000-135			06/05/2024	5.00
		11-367-1000-611-427-1132-000-150			06/05/2024	5.00
		11-367-1000-611-427-1132-000-155			06/05/2024	5.00
11	1822	06/05/2024	15361	OKLAHOMA DEPT OF CAREER TECH	412 - FACS New Teacher Academy (July 15-18,2024)OK	750.00
Registration FACS New Teacher Academy (July 15-18,2024), Stillwater, OKAttendees: Jennifer Morris, Christina Roby, Tara Hardeman		11-412-2213-860-314-8400-000-505			06/05/2024	250.00
		11-412-2213-860-314-8400-000-510			06/05/2024	250.00
		11-412-2213-860-314-8400-000-525			06/05/2024	250.00
11	1823	06/05/2024	10582	CCOSA	011 - CCOSA Summer Leadership Conference	1,650.00
CCOSA Summer Leadership Conference June 12-14, 2024Charles Bradley. Ryan McKinney and Jason Pittenger		11-011-2321-860-000-0000-000-050			06/05/2024	1,650.00
11	1824	06/06/2024	85127	Donald E Ryan	026-Per Diem OAPT Conference	250.00
026-OAPT Conference (Oklahoma Association for Pupil Transportation) per diem June 7-12 - Durant, OK		11-026-2573-582-000-0000-000-050			06/06/2024	250.00
11	1825	06/06/2024	84020	Albany Kay McClure	026-Per Diem OAPT Conference	130.00
026-OAPT Conference (Oklahoma Association for Pupil Transportation) per diem June 9-12 - Durant. OK		11-026-2573-582-000-0000-000-050			06/06/2024	130.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1773 - 49999, Fund(s): 11-General

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	1826	06/06/2024	83553	Christopher Michael Mangus	026-Per Diem OAPT Conference	130.00
026-OAPT Conference (Oklahoma Association for Pupil Transportation) per diem June 9-12 - Durant, OK			11-026-2573-582-000-0000-000-050		06/06/2024	130.00
11	1827	06/06/2024	86987	Roger Wayne Pearson	026-Per Diem OAPT Conference	175.00
026-OAPT Conference (Oklahoma Association for Pupil Transportation) per diem June 8-12 - Durant, OK			11-026-2573-582-000-0000-000-050		06/06/2024	175.00
11	1828	06/06/2024	82537	Fred Warren Clason	026-Per Diem OAPT Conference	50.00
026-OAPT Conference (Oklahoma Association for Pupil Transportation) per diem June 10-11 - Durant. OK			11-026-2573-582-000-0000-000-050		06/06/2024	50.00
11	1829	06/06/2024	84909	Joanne Marie Montgomery	026-Per Diem OAPT Conference	130.00
026-OAPT Conference (Oklahoma Association for Pupil Transportation) per diem June 9-12 - Durant. OK			11-026-2573-582-000-0000-000-050		06/06/2024	130.00

Non-Payroll Total:	**$277,244.77**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$277,244.77**

Mustang Public Schools

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 258 - 500, Fund(s): 21-Building

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	258	05/10/2024	23416	TOUCAN PRODUCTIONS INC	031-Lighting Panel	612.50
032-Purchase a new lighting panel that was damaged from lightning strikes			21-031-2620-651-000-0000-000-705		05/10/2024	612.50
21	259	05/10/2024	14221	VOSS ELECTRIC CO	318-New lighting for Heath & Wellness	9,730.00
318-Purchase new lighting for the HS Health & Wellness Center			21-318-2620-651-000-0000-000-705		05/10/2024	9,730.00
21	260	05/10/2024	66390	Hull Plumbing, Inc.	318-Grease Trap install at Horizon	52,450.00
318-Installation of a new grease trap at Horizon Intermediate School			21-318-2620-437-000-0000-000-140		05/10/2024	52,450.00
21	261	05/10/2024	14221	VOSS ELECTRIC CO	318-Retro LED T8's	3,210.00
318-Retro T8 LED bulbs plus frt in			21-318-2620-651-000-0000-000-050		05/10/2024	3,210.00
21	262	05/10/2024	15012	Dell Marketing LP	Laptop-Custodial Manager	845.99
DELL Latitude 3550 see attached Quote			21-034-2580-653-000-0000-000-050		05/10/2024	845.99
21	263	05/14/2024	10007	Randall Five Inc	036-Purchase two fold a jacks for the plumbers	364.72
036-Purchase two fold a jacks for the plumbers			21-036-2620-651-000-0000-000-050		05/14/2024	364.72
21	264	05/17/2024	61561	CITY TRAILER, INC.	034-Liftgate for Equipment/delivery truck	5,773.73
Anthony Rail lift Gate 2000LB			21-034-2620-656-000-0000-000-050		05/17/2024	5,773.73
21	265	05/17/2024	11528	H-I-S Paint Manufacturing Co LLC	032-Paint and paint supplies	11,769.18
032-Paint and Paint supplies for district wide use			21-032-2620-618-000-0000-000-050		05/17/2024	11,769.18
21	266	05/22/2024	14221	VOSS ELECTRIC CO	036-LED Drivers	3,980.00
036-Purchase LED Drivers and Emergency Drivers for Meadow Brook Intermediate			21-036-2620-651-000-0000-000-160		05/22/2024	3,980.00
21	267	05/24/2024	67014	EVCO SERVICE CO., INC	032-Tractor Repair	1,000.00
032-This purchase order is to repair the hydraulic system that broke on 5/23/2024. This company will replace the seals etc.			21-032-2620-439-000-0000-000-050		05/24/2024	1,000.00
21	268	05/30/2024	68354	KB Electric LLC	318-ECE Control Replacement	5,400.00
318-Replace ECE control cabinet on High School Softball facility B2 Pole. ECE Cabinet - 3840.00Diagnostic Labor - 360.00Replace cabinet - 1200.00			21-318-2620-434-000-0000-000-705		05/30/2024	5,400.00
21	269	05/30/2024	14221	VOSS ELECTRIC CO	036-Metal Halide specialty bulbs	2,653.00
036-Metal Halide specialty bulbs for DW lighting issues			21-036-2620-651-000-0000-000-050		05/30/2024	2,643.00
036-Freight			21-036-2620-651-000-0000-000-050		05/30/2024	10.00
21	270	05/30/2024	14523	Albright Steel & Wire Co	032-Steel	500.00
032-Purchase steel to rebuild the floor of the long bed trailer			21-032-2620-618-000-0000-000-050		05/30/2024	500.00
21	271	05/30/2024	16092	Air Products Supply Co.	036-ECM Motor for Centennial	680.97
036-ECM Motor for the teachers lounge at Centennial			21-036-2620-656-000-0000-000-135		05/30/2024	680.97
21	272	05/30/2024	62873	Classic Paper Supply, Inc.	034-Summer Waxing products	132,823.00
034-Summer Waxing Chemicals 2024 attached.			21-034-2620-618-000-0000-000-050		05/30/2024	132,823.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 258 - 500, Fund(s): 21-Building

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	273	05/30/2024	62873	Classic Paper Supply, Inc.	034-Backbelts for additional Summer Staff	3,232.08
034-Backbelts for additional summer crew		21-034-2620-618-000-0000-000-050			05/30/2024	3,232.08
21	274	05/30/2024	62873	Classic Paper Supply, Inc.	034-Summer Equipment 2024 project	68,426.48
See Attachment for SUMMER EQUIPMENT 2024		21-034-2620-656-000-0000-000-050			05/30/2024	68,426.48
21	275	06/05/2024	18882	UMB BANK N.A.	Paying Agent Fees	4,000.00
Paying Agent Fees for bonds		21-014-2314-337-000-0000-000-050			06/05/2024	600.00
		21-014-2314-337-000-0000-000-050			06/05/2024	3,400.00
21	276	06/05/2024	64679	DONNELLY RESOURCES INC	318-June Summer Waxing	121,800.00
318-June Summer Waxing		21-318-2620-438-000-0000-000-050			06/05/2024	121,800.00
21	277	06/06/2024	11480	W.W. Grainger, Inc.	036-Parts and supplies for the LT Dept	250.00
036-Parts/supplies for the LT Department		21-036-2620-655-000-0000-000-050			06/06/2024	250.00

Non-Payroll Total:	**$429,501.65**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$429,501.65**

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 236 - 500, Fund(s): 34-2012 Recurring

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
34	236	05/09/2024	22049	Vector Concepts Inc.	086-Repair the Gym Floor at Valley	2,682.48
086-Repair the gym floor at Valley ElementaryProposal# 35459		34-086-2620-438-000-0000-000-110			05/09/2024	2,682.48
34	237	05/13/2024	68572	Curtis S Hinds	33 - Fence - 105	5,045.00
033 - 236' new fence at M.E. West parking area, move double gate to new fence on N side, remove existing 76' of fence		34-033-2630-459-000-0000-000-105			05/13/2024	5,045.00
34	238	05/20/2024	16144	Chickasaw Telecom Inc	025-INTERNET SWITCH ERATE	9,483.68
Catalyst 9300X 12-port 25/10G SFP+, K12		34-025-2560-653-000-0000-000-050			05/20/2024	3,137.01
DNA Advantage 3 Year License		34-025-2560-653-000-0000-000-050			05/20/2024	371.24
Catalyst 9300 2 x 40G/100G Network Mod		34-025-2560-653-000-0000-000-050			05/20/2024	470.55
Cisco Catalyst 9600 Series 48-Port 25GE		34-025-2560-653-000-0000-000-050			05/20/2024	4,384.44
25GBASE-SR SFP Module		34-025-2560-653-000-0000-000-050			05/20/2024	1,120.44
34	239	05/20/2024	10170	Apple, Inc.	025-APPLE TV FOR CCR	150.00
APPLE TV 4K WITH 64GB		34-025-2560-653-000-0000-000-050			05/20/2024	129.00
		34-025-2560-653-000-0000-000-050			05/20/2024	21.00
34	240	05/22/2024	12749	eei Group LLC	084-Parts and Supplies	1,500.00
084-Purchase parts/and supplies for hvac issues district wide		34-084-2620-651-000-0000-000-050			05/22/2024	1,500.00
34	241	05/24/2024	14578	SYNERGY DATA COM	025- Installation supplies-ACE Interactive Panels	2,250.38
Arlington 1g Mounting Bracket 10/BX		34-025-2580-653-000-0000-000-050			05/24/2024	57.72
Tyton 1 Gang Surface Mount Box White 1.2		34-025-2580-653-000-0000-000-050			05/24/2024	150.22
Tripp-Lite 7-Outlet Surge Protector 7ft		34-025-2580-653-000-0000-000-050			05/24/2024	946.09
Ic Usb over Cat5e 60m/196ft		34-025-2580-653-000-0000-000-050			05/24/2024	781.44
C2G 3.5mm Stereo F to 2-RCA Male Cable		34-025-2580-653-000-0000-000-050			05/24/2024	143.19
Tyton 1 Gang Surface Mount Box 2 Deep I		34-025-2580-653-000-0000-000-050			05/24/2024	171.72
34	242	05/24/2024	68708	Oklahoma Elite Golf Cart Rental LLC	089-Golf Cart MHS	9,000.00
089-Golf Cart for parking lot changes and procedures at Mustang High School beginning in the 2024-2025 school year.		34-089-2650-769-000-0000-000-705			05/24/2024	9,000.00
34	243	05/24/2024	13393	School Specialty, LLC	087-Purchase white boards	4,689.30
087-Purchase (10) 4 x 8 white marker boards		34-087-2620-651-000-0000-000-050			05/24/2024	4,689.30
34	244	05/24/2024	68505	B&C Carpet Co Inc	086-New flooring at SMS Rm 201	1,739.32
086-New flooring to be installed at SMS nurse's office		34-086-2620-438-000-0000-000-505			05/24/2024	1,739.32
34	245	05/24/2024	68505	B&C Carpet Co Inc	086-New carpet in the SMS Theater Classroom	5,998.22
086-New carpet in the theater room at SMS		34-086-2620-438-000-0000-000-505			05/24/2024	5,998.22
34	246	05/29/2024	67883	L & L Construction Solutions LLC	085-Sidewalk Repair HS "K" Bldg	2,000.00
085-Demo and replace a 3 x 3 section of sidewalk at the High School "K" Bldg		34-085-2620-455-000-0000-000-705			05/29/2024	2,000.00

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 236 - 500, Fund(s): 34-2012 Recurring

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
34	247	05/30/2024	16144	Chickasaw Telecom Inc	025 ERATE NETWORK UPGRADES	221,362.88
Catalyst 9200 48-port PoE+ only, K12			34-025-2560-653-000-0000-000-125		05/30/2024	12,522.60
Cisco Catalyst 9200 Stack Module			34-025-2560-653-000-0000-000-125		05/30/2024	2,310.70
Catalyst 9200 4 x 10G Network Module			34-025-2560-653-000-0000-000-125		05/30/2024	1,161.39
10GBASE-LR SFP Module, Enterprise-Class			34-025-2560-653-000-0000-000-125		05/30/2024	2,301.36
Cisco Catalyst 9130AX Series - EDU			34-025-2560-653-000-0000-000-125		05/30/2024	19,783.00
C9200 Cisco DNA Essentials, 48-port - 3 Year Term License			34-025-2560-653-000-0000-000-125		05/30/2024	2,174.30
Catalyst 9200 48-port PoE+ only, K12			34-025-2560-653-000-0000-000-120		05/30/2024	13,774.86
Cisco Catalyst 9200 Stack Module			34-025-2560-653-000-0000-000-120		05/30/2024	2,541.77
Catalyst 9200 4 x 10G Network Module			34-025-2560-653-000-0000-000-120		05/30/2024	774.26
10GBASE-LR SFP Module, Enterprise-Class			34-025-2560-653-000-0000-000-120		05/30/2024	1,534.24
Cisco Catalyst 9130AX Series - EDU			34-025-2560-653-000-0000-000-120		05/30/2024	18,991.20
C9200 Cisco DNA Essentials, 48-port - 3 Year Term License			34-025-2560-653-000-0000-000-120		05/30/2024	2,391.73
Catalyst 9200 48-port PoE+ only, K12			34-025-2560-653-000-0000-000-110		05/30/2024	13,774.86
Cisco Catalyst 9200 Stack Module			34-025-2560-653-000-0000-000-110		05/30/2024	2,541.77
Catalyst 9200 4 x 10G Network Module			34-025-2560-653-000-0000-000-110		05/30/2024	1,935.65
10GBASE-LR SFP Module, Enterprise-Class			34-025-2560-653-000-0000-000-110		05/30/2024	3,835.70
Cisco Catalyst 9130AX Series - EDU			34-025-2560-653-000-0000-000-110		05/30/2024	16,222.06
C9200 Cisco DNA Essentials, 48-port - 3 Year Term License			34-025-2560-653-000-0000-000-110		05/30/2024	2,391.84
Catalyst 9200 48-port PoE+ only, K12			34-025-2560-653-000-0000-000-145		05/30/2024	17,531.78
Cisco Catalyst 9200 Stack Module			34-025-2560-653-000-0000-000-145		05/30/2024	3,235.12
Catalyst 9200 4 x 10G Network Module			34-025-2560-653-000-0000-000-145		05/30/2024	1,548.52
10GBASE-LR SFP Module, Enterprise-Class			34-025-2560-653-000-0000-000-145		05/30/2024	3,068.56
Cisco Catalyst 9130AX Series - EDU			34-025-2560-653-000-0000-000-145		05/30/2024	25,717.90
C9200 Cisco DNA Essentials, 48-port - 3 Year Term License			34-025-2560-653-000-0000-000-145		05/30/2024	3,044.02
Catalyst 9200 48-port PoE+ only, K12			34-025-2560-653-000-0000-000-140		05/30/2024	12,522.70
Cisco Catalyst 9200 Stack Module			34-025-2560-653-000-0000-000-140		05/30/2024	2,310.70
Catalyst 9200 4 x 10G Network Module			34-025-2560-653-000-0000-000-140		05/30/2024	387.13
10GBASE-LR SFP Module, Enterprise-Class			34-025-2560-653-000-0000-000-140		05/30/2024	767.12
Cisco Catalyst 9130AX Series - EDU			34-025-2560-653-000-0000-000-140		05/30/2024	23,343.94
C9200 Cisco DNA Essentials, 48-port - 3 Year Term License			34-025-2560-653-000-0000-000-140		05/30/2024	2,174.30
Cisco Catalyst 9130AX Series - EDU			34-025-2560-653-000-0000-000-130		05/30/2024	4,747.80
34	248	05/30/2024	16092	Air Products Supply Co.	084-Unit/hose kit for Cent RM 208	5,837.50
084-Unit for Centennial Rm 208			34-084-2620-656-000-0000-000-135		05/30/2024	5,335.00
084-Hose kit for the unit for Centennial Rm 208			34-084-2620-655-000-0000-000-135		05/30/2024	502.50

Mustang Public Schools

Encumbrance Register

Options: Year: 2023-2024, Date Range: 5/8/2024 - 6/6/2024, PO Range: 236 - 500, Fund(s): 34-2012 Recurring

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
34	249	05/30/2024	14462	Amazon Capital Services Inc.	037-Hitch Mount	525.00
037-Hitch 2 ball mount for 2-1/2" hitch-offset, 7" drop/rise			34-037-2620-651-000-0000-000-050		05/30/2024	525.00
34	250	06/05/2024	68829	OEM Systems LLC	037-Truck Bed Tool Boxes	27,000.00
037-Purchase two truck bed tool boxes and two lift gates for a couple of the General Maintenance Vechicles			34-037-2620-651-000-0000-000-050		06/05/2024	27,000.00
34	251	06/05/2024	68572	Curtis S Hinds	089-Fencing	4,800.00
089-Fencing for Creek Elementary			34-089-4720-438-000-0000-000-125		06/05/2024	4,800.00

Non-Payroll Total:	**$304,063.76**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$304,063.76**

Mustang Public Schools

Change Order Listing

Options: Fund(s): 11-General, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/7/2024 - 6/6/2024, PO Range: 1 - 1772, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description		Amount
59	07/01/2023	13291	Rosenstein, Fist & Ringold, Inc.	011- Blanket Legal Fees SY24		10,000.00
Increase PO# 11-59		11-011-2317-357-000-0000-000-050		05/13/2024		10,000.00
133	07/01/2023	89669	Nora Rainwater	023 - BLANKET MILEAGE REIMBURSEMENT		117.38
INCREASE P.O. 2024-11-133 TO COVER MILES TRAVELED		11-023-3140-581-700-0000-000-050		05/24/2024		117.38
154	07/01/2023	19071	Hiland Dairy Foods Company LLC	023 - BLANKET MILK AND JUICE		12,140.64
INCREASE P.O. 2024-11-154		11-023-3150-632-700-0000-000-705		06/05/2024		12,140.64
193	07/03/2023	62561	Bledsoe, Hewett & Gullekson CPAs	FY23 Financial Auditing Services		10,000.00
Increase PO #11-193 for early billing on FY24 Audit		11-014-2318-337-000-0000-000-050		06/04/2024		10,000.00
224	07/06/2023	80992	Pamela B Shade	042-District Mileage Reimbursement		350.00
042-District Mileage Reimbursement		11-042-2575-580-100-0000-000-050		07/06/2023	05/20/2024	-459.06
		11-042-2575-580-100-0000-000-050		05/20/2024		459.06
042-PO # 224 Increase Mileage		11-042-2575-580-100-0000-000-050		05/22/2024		350.00
225	07/06/2023	86035	Michael Lynn Barrick	042-District Mileage Reimbursement		150.00
042-P.O. # 225 Increase 150.00 Mileage		11-042-2575-580-100-0000-000-050		05/21/2024		150.00
243	07/06/2023	86620	Jakob Richard Berry	025-MILEAGE		500.00
INCREASE TO ORIGINAL #243 - MILEAGE		11-025-2580-580-000-0000-000-050		05/10/2024		500.00
260	07/10/2023	16859	O'REILLY AUTO PARTS	026-Blanket Parts for District Vehicles		1,500.00
026 - BLANKET POParts for Transportation vehicles		11-026-2740-612-000-0000-000-050		07/10/2023	05/08/2024	-549.81
		11-026-2740-612-000-0000-000-050		05/08/2024		925.65
		11-026-2740-612-000-0000-000-050		05/08/2024		241.93
		11-026-2740-612-000-0000-000-050		05/08/2024		882.23
283	07/17/2023	66642	OKLAHOMA KENWORTH INC	026-Blanket - Parts/repairs for buses		2,500.00
026-PO INCREASEINCREASE to PO 11-283		11-026-2740-612-000-0000-000-050		05/07/2024		2,500.00
287	07/17/2023	21909	Cummins Southern Plains, LLC	026-Blanket Engine diagnostics, parts, and repair		15,000.00
026 - Blanket PO for diagnostics, parts, and repairs to Cummins engines		11-026-2740-612-000-0000-000-050		04/24/2024	05/08/2024	-5,615.86
		11-026-2740-612-000-0000-000-050		05/08/2024		14,095.12
		11-026-2740-612-000-0000-000-050		05/08/2024		6,520.74
303	07/19/2023	18288	April Neichole Keck	047 Contract Vision Services		385.00
District Vision Services		11-047-1000-322-239-0000-000-155		07/19/2023	05/08/2024	-3,480.00
		11-047-1000-322-239-0000-000-155		05/08/2024		3,150.00
		11-047-1000-322-239-0000-000-155		05/08/2024		2,730.00
047 Increase PO 11-303		11-047-1000-322-239-0000-000-155		04/04/2024	05/08/2024	-2,400.00
047 Increase PO 11-303		11-047-1000-322-239-0000-000-155		05/30/2024		385.00
315	07/24/2023	23740	STRATUS AUDIO, INC	065 AMN Language Services Interpreting SY 23-24		136.92
065 AMN Language Services Interpreting for the SY 23-24		11-065-2199-530-239-0000-000-050		07/24/2023	05/08/2024	-550.14
		11-065-2199-530-239-0000-000-050		05/08/2024		656.61
		11-065-2199-530-239-0000-000-050		05/08/2024		82.38
		11-065-2199-530-239-0000-000-050		05/08/2024		341.15
065 Increase to PO 2024-11-315 Due to AMN Language Service		11-065-2199-530-239-0000-000-050		05/02/2024	05/08/2024	-750.00

Change Order Listing

Options: Fund(s): 11-General, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/7/2024 - 6/6/2024, PO Range: 1 - 1772, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description		Amount
Interpreting for SY 23-24 needing to be used more frequently						
065 Increase to PO 2024-11-315 due to frequent usage in May 2024		11-065-2199-530-239-0000-000-050		06/04/2024		136.92
317	07/24/2023	85730	Robbyn Renea Glinsmann	065 Mileage Travel Reimbursement 23-24 Glinsmann		195.00
065 Semester 2 Mileage increase on PO 2024-11-317 for Robbyn Glinsmann		11-065-2340-580-580-0000-000-050		05/17/2024		195.00
412	07/31/2023	13963	CAPITAL ONE TRADE CREDIT	412 Walmart Blanket Pumford		111.53
Marinda Cox Increase to PO1273 (Walmart) Supplies/Groceries		11-412-1000-681-314-8400-000-705		05/10/2024		111.53
455	08/03/2023	68323	The Speech Lab, LLC	621/047 District Speech Contract		201.24
District Speech Contract		11-047-2152-323-239-0000-000-115		08/03/2023	05/08/2024	-1,045.00
		11-621-2152-323-239-0000-000-115		05/08/2024		11,760.00
		11-621-2152-323-239-0000-000-115		05/08/2024		6,728.76
621 Increase PO 11-455SLP Contract Services		11-621-2152-323-239-0000-000-115		04/04/2024	05/08/2024	-17,443.76
047/621 Increase PO 11-455SLP Contract Speech Services		11-047-2152-323-239-0000-000-115		05/17/2024		201.24
471	08/04/2023	15175	CANADIAN COUNTY SHERIFF OFFICE	Reimbursement for 4 Canadian County Deputies		2,868.00
Reimbursement for 4 Canadian County Deputies serving as SRO's for the 23-24 school year. 2 serve for 12 months ($177,019); 2 during the school year ($132,768). The total cost is $308,787 which will be divided up into 12 monthly payments of $25,816 to begin in July, 2023.		11-024-2660-344-000-0000-000-050		08/04/2023	05/08/2024	-76,443.00
		11-024-2660-344-000-0000-000-050		05/08/2024		26,772.00
		11-024-2660-344-000-0000-000-050		05/08/2024		52,539.00
664	09/05/2023	86715	Alexis Brianne Brown	044 Blanket Mileage		60.00
044 Increase PO 11-664 Mileage		11-044-1000-580-422-0000-000-705		05/13/2024		60.00
790	09/28/2023	14462	Amazon Capital Services Inc.	621 Blanket Hearing Supplies		55.00
621 Increase PO 11-790		11-621-2153-658-239-0000-000-140		05/23/2024		55.00
1246	01/21/2024	13963	CAPITAL ONE TRADE CREDIT	389 - Misty Edison Blanket PO		812.00
High Dosage Tutoring Grant - Blanket PO (Supplies)		11-717-1000-681-429-0000-000-120		01/21/2024	05/08/2024	-29.24
		11-717-1000-681-429-0000-000-120		01/21/2024	05/08/2024	-33.47
		11-717-1000-681-429-0000-000-120		01/21/2024	05/08/2024	-37.29
		11-717-1000-681-429-0000-000-125		01/21/2024	05/08/2024	-29.25
		11-717-1000-681-429-0000-000-125		01/21/2024	05/08/2024	-33.47
		11-717-1000-681-429-0000-000-125		01/21/2024	05/08/2024	-37.28
		11-717-1000-681-429-0000-000-135		01/21/2024	05/08/2024	-29.25
		11-717-1000-681-429-0000-000-135		01/21/2024	05/08/2024	-33.46
		11-717-1000-681-429-0000-000-135		01/21/2024	05/08/2024	-37.29
		11-717-1000-681-429-0000-000-150		01/21/2024	05/08/2024	-29.25
		11-717-1000-681-429-0000-000-150		01/21/2024	05/08/2024	-33.47
		11-717-1000-681-429-0000-000-150		01/21/2024	05/08/2024	-37.28
		11-717-1000-681-429-0000-000-155		01/21/2024	05/08/2024	-29.25
		11-717-1000-681-429-0000-000-155		01/21/2024	05/08/2024	-33.47
		11-717-1000-681-429-0000-000-155		01/21/2024	05/08/2024	-37.28
		11-717-2199-682-429-0000-000-120		05/08/2024		33.47
		11-717-2199-682-429-0000-000-120		05/08/2024		37.29
		11-717-2199-682-429-0000-000-120		05/08/2024		29.24
		11-717-2199-682-429-0000-000-125		05/08/2024		33.47
		11-717-2199-682-429-0000-000-125		05/08/2024		37.28

Change Order Listing

Options: Fund(s): 11-General, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/7/2024 - 6/6/2024, PO Range: 1 - 1772, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description		Amount
		11-717-2199-682-429-0000-000-125		05/08/2024		29.25
		11-717-2199-682-429-0000-000-135		05/08/2024		33.46
		11-717-2199-682-429-0000-000-135		05/08/2024		37.29
		11-717-2199-682-429-0000-000-135		05/08/2024		29.25
		11-717-2199-682-429-0000-000-150		05/08/2024		33.47
		11-717-2199-682-429-0000-000-150		05/08/2024		37.28
		11-717-2199-682-429-0000-000-150		05/08/2024		29.25
		11-717-2199-682-429-0000-000-155		05/08/2024		29.25
		11-717-2199-682-429-0000-000-155		05/08/2024		33.47
		11-717-2199-682-429-0000-000-155		05/08/2024		37.28
Misty Edison Increase to PO1246 (Walmart) Supplies		11-717-2199-682-429-0000-000-120		05/09/2024		135.34
		11-717-2199-682-429-0000-000-125		05/09/2024		135.34
		11-717-2199-682-429-0000-000-125		05/09/2024		135.30
		11-717-2199-682-429-0000-000-135		05/09/2024		135.34
		11-717-2199-682-429-0000-000-150		05/09/2024		135.34
		11-717-2199-682-429-0000-000-155		05/09/2024		135.34
1457	02/29/2024	85450	Katy Dawn Patterson	561- Per Diem and Travel Reimbursement-2024 NASAI		1,250.00
561-Increase to PO 1457 Native American Student Advocacy Institute Per Diem and Reimbursement: Minneapolis, MN 6/4-6/8		11-561-2573-580-000-0000-000-050		05/14/2024		1,250.00
1522	03/14/2024	87367	Belinda Ann Stumblingbear	025-MILEAGE		500.00
INCREASE ORIGINAL #1522MILEAGE		11-025-2580-580-000-0000-000-050		05/07/2024		500.00
1700	04/17/2024	15855	FLEETPRIDE	026-Blanket - Bus Parts		10,000.00
026-Blanket - Bus Parts		11-026-2740-612-000-0000-000-050		04/17/2024	05/08/2024	-3,192.02
		11-026-2740-612-000-0000-000-050		05/08/2024		3,568.13
		11-026-2740-612-000-0000-000-050		05/08/2024		9,212.27
		11-026-2740-612-000-0000-000-050		05/22/2024		411.62
				Non-Payroll Total:		**$68,832.71**
				Payroll Total:		**$0.00**
				Report Total:		**$68,832.71**

Project Totals

011	Superintendents	10,000.00
014	Business Office	10,000.00
023	Child Nutrition	12,258.02
024	Security	2,868.00
025	Technology	1,000.00
026	Transportation	29,000.00
042	Behavioral Counseling	500.00
044	Homebound	60.00
047	Specialists (SLP, OT, PT, RT, Deaf)	-458.76
065	Educational Services	331.92
412	VOCATIONAL PRGMS INCENTIVE	111.53
561	INDIAN EDUCATION	1,250.00
621	FLOW THROUGH PL 108-446	1,100.00
717	SDE High Dosage Tutoring Grant	812.00

Unit Totals

Mustang Public Schools

Change Order Listing

Options: Fund(s): 11-General, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/7/2024 - 6/6/2024, PO Range: 1 - 1772, Include Negative Changes: False

050	District Wide	55,067.30
115	Lakehoma Elem	201.24
120	Trails Elem	135.34
125	Creek Elem	270.64
135	Centennial Elem	135.34
140	Horizon Int	55.00
150	Prairie View Elem	135.34
155	Riverwood Elem	520.34
705	Mustang High	12,312.17

Change Order Listing

Options: Fund(s): 21-Building, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1 - 257, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description		Amount
8	07/10/2023	10713	CITY OF MUSTANG	District Water #1		1,500.00
District Water #1 Mustang ElementaryReduce po to $22,000 per Jeff Landes email 7-27-23		21-027-2620-411-000-0000-000-050		07/10/2023	05/14/2024	-1,231.60
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-2,411.26
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-2,026.48
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-2,097.44
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-2,142.32
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-2,020.40
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-1,809.22
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-1,276.42
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-1,452.21
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-3,838.23
		21-027-2620-411-000-0000-000-050		04/25/2024	05/14/2024	-1,694.42
		21-028-2620-411-000-0000-000-050		05/14/2024		1,231.60
		21-028-2620-411-000-0000-000-050		05/14/2024		1,276.42
		21-028-2620-411-000-0000-000-050		05/14/2024		1,452.21
		21-028-2620-411-000-0000-000-050		05/14/2024		1,809.22
		21-028-2620-411-000-0000-000-050		05/14/2024		2,020.40
		21-028-2620-411-000-0000-000-050		05/14/2024		2,026.48
		21-028-2620-411-000-0000-000-050		05/14/2024		2,097.44
		21-028-2620-411-000-0000-000-050		05/14/2024		2,142.32
		21-028-2620-411-000-0000-000-050		05/14/2024		2,411.26
		21-028-2620-411-000-0000-000-050		05/14/2024		1,694.42
		21-028-2620-411-000-0000-000-050		05/14/2024		2,380.04
		21-028-2620-411-000-0000-000-050		05/14/2024		1,458.19
Increase 21-8 District Water #1		21-028-2620-411-000-0000-000-050		05/30/2024		1,500.00
9	07/10/2023	10713	CITY OF MUSTANG	District Water #2		4,830.00
District Water #2 LE, Cent, MECReduce po to $90,000 per Jeff Landes email 7-27-2023		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-5,844.39
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-8,500.72
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-6,896.19
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-18,291.83
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-11,587.30
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-7,776.78
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-6,178.86
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-3,451.08
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-8,207.92
		21-027-2620-411-000-0000-000-050		02/28/2024	05/14/2024	-6,874.62
		21-027-2620-411-000-0000-000-050		04/24/2024	05/14/2024	-6,390.31
		21-028-2620-411-000-0000-000-050		05/14/2024		6,331.47
		21-028-2620-411-000-0000-000-050		05/14/2024		2,169.25
		21-028-2620-411-000-0000-000-050		05/14/2024		3,451.08
		21-028-2620-411-000-0000-000-050		05/14/2024		5,844.39
		21-028-2620-411-000-0000-000-050		05/14/2024		6,178.86
		21-028-2620-411-000-0000-000-050		05/14/2024		6,896.19
		21-028-2620-411-000-0000-000-050		05/14/2024		7,776.78
		21-028-2620-411-000-0000-000-050		05/14/2024		8,207.92
		21-028-2620-411-000-0000-000-050		05/14/2024		11,587.30
		21-028-2620-411-000-0000-000-050		05/14/2024		18,291.83
		21-028-2620-411-000-0000-000-050		05/14/2024		6,874.62
		21-028-2620-411-000-0000-000-050		05/14/2024		6,390.31
Increase 21-9 District Water #2		21-028-2620-411-000-0000-000-050		05/30/2024		4,830.00
18	07/10/2023	63923	WASTE MANAGEMENT OF OKLAHOMA INC	District Waste Management		12,950.00

Change Order Listing

Options: Fund(s): 21-Building, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1 - 257, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description		Amount
Waste ManagementIncrease to $105,000 per Jeff Landes email 7-27-2023		21-027-2620-411-000-0000-000-050		07/10/2023	05/14/2024	-9,653.80
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-9,692.61
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-9,849.44
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-9,574.76
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-9,576.90
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-9,650.68
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-10,339.42
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-7,083.18
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-10,006.50
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-9,544.42
		21-027-2620-411-000-0000-000-050		07/27/2023	05/14/2024	-10,028.29
		21-028-2620-411-000-0000-000-050		05/14/2024		9,653.80
		21-028-2620-411-000-0000-000-050		05/14/2024		7,083.18
		21-028-2620-411-000-0000-000-050		05/14/2024		9,544.42
		21-028-2620-411-000-0000-000-050		05/14/2024		9,574.76
		21-028-2620-411-000-0000-000-050		05/14/2024		9,576.90
		21-028-2620-411-000-0000-000-050		05/14/2024		9,650.68
		21-028-2620-411-000-0000-000-050		05/14/2024		9,692.61
		21-028-2620-411-000-0000-000-050		05/14/2024		9,849.44
		21-028-2620-411-000-0000-000-050		05/14/2024		10,006.50
		21-028-2620-411-000-0000-000-050		05/14/2024		10,028.29
		21-028-2620-411-000-0000-000-050		05/14/2024		10,339.42
Increase 21-18 Waste Management for May and June payments.		21-028-2620-411-000-0000-000-050		05/21/2024		12,950.00
27	07/10/2023	13890	UniFirst Corporation	034-Custodial Uniform Shirts		600.00
Uniform shirts mid year add on. DFE Charges(fuel Surcharge)		21-034-2620-438-000-0000-000-050		05/22/2024		600.00
38	07/11/2023	10064	All Season Building Supply Co Inc	032-Blanket for Parts and Supplies		3,000.00
032-Increase PO 2024-21-38 for general maintenance parts/supplies		21-032-2620-618-000-0000-000-050		05/15/2024		3,000.00
39	07/11/2023	21294	Link's Lawn Equipment	032-Blanket misc parts and supplies		3,500.00
032-Increase PO 2024-21-39 for grounds equipment and supplies		21-032-2620-618-000-0000-000-050		05/21/2024		3,500.00
40	07/11/2023	15147	LOWES CREDIT SERVICES	032-Blanket for parts and supplies		3,000.00
032-Increase PO 2024-21-40 for GM supplies and materials		21-032-2620-618-000-0000-000-050		05/15/2024		3,000.00
44	07/11/2023	15147	LOWES CREDIT SERVICES	036-Blanket for mics parts and supplies		1,000.00
036-Increase PO 2024-21-44 for parts/supplies/tools for the License Trade Department		21-036-2620-655-000-0000-000-050		06/04/2024		1,000.00
63	07/19/2023	66381	K&M TIRE INC.	037-Tires for the White Fleet		1,000.00
037-Increase PO 2024-21-63 for white fleet tires		21-037-2620-612-000-0000-000-050		05/30/2024		1,000.00
68	07/19/2023	14462	Amazon Capital Services Inc.	032-Blanket for parts and supplies		1,000.00
032-Increase PO 2024-21-68 for general maintenance supplies/nuts/bolts/misc parts		21-032-2620-618-000-0000-000-050		05/23/2024		1,000.00
140	09/21/2023	15346	CENTRAL OKLAHOMA WINNELSON	036-Blanket for plumbing parts and supplies		5,000.00
036-Increase PO 2024-21-140 for plumbing parts/supplies		21-036-2620-655-000-0000-000-050		05/24/2024		5,000.00

Mustang Public Schools

Change Order Listing

Options: Fund(s): 21-Building, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1 - 257, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
197	01/21/2024	63161	Stryker Integrated Solutions LLC	032-Blanket for Safety Repairs DW	5,000.00
032-Increase PO 2024-21-197 for DW Safety Issues		21-032-2620-438-000-0000-000-050		05/21/2024	5,000.00

Non-Payroll Total:	**$42,380.00**
Payroll Total:	**$0.00**
Report Total:	**$42,380.00**

Project Totals

027	Transportation Vehicles	-217,000.00
028	Utilities	236,280.00
032	Building & Grounds	15,500.00
034	Custodial	600.00
036	Licensed Trades	6,000.00
037	White Fleet	1,000.00

Unit Totals

050	District Wide	42,380.00

Mustang Public Schools

Change Order Listing

Options: Fund(s): 34-2012 Recurring, Year: 2023-2024, ReferenceDate: PO Date, Date Range: 5/8/2024 - 6/6/2024, PO Range: 1 - 235, Include Negative Changes: False

PO No	Date	Vendor No	Vendor	Description	Amount
211	04/01/2024	67296	Follett Content Solutions, LLC	006- Books for Media Center	194.80
006- Books for Media Center		34-006-2220-641-900-1050-000-150		06/05/2024	194.80
217	04/08/2024	67883	L & L Construction Solutions LLC	085-Asphalt/Concrete work at Centennial	3,000.00
085-Increase PO 2024-34-217 for work being done at Centennial Elementary		34-085-2620-455-000-0000-000-135		05/21/2024	3,000.00

Non-Payroll Total:	**$3,194.80**
Payroll Total:	**$0.00**
Report Total:	**$3,194.80**

Project Totals

006	Site Media Budget	194.80
085	Paving & Repairs	3,000.00

Unit Totals

135	Centennial Elem	3,000.00
150	Prairie View Elem	194.80

MUSTANG SCHOOLS - TREASURER'S REPORT
As of May 31, 2024

GOVERNMENTAL FUNDS		
Bank Statements		
Bank of Oklahoma Revenue Account	$	0.00
Bank of Oklahoma Expenditure Account	$	0.00
BOK Cavanal Hill General Fund Sweep Account	$	1,854,728.71
4.74 % as of 05/31/2024		
BOK ICS Investments - General Fund	$	29,074,833.64
5.30 % as of 05/31/2024		
BOK ICS Investments - Sinking Fund	$	5,126,866.33
5.30 % as of 05/31/2024		
OLAP Investments - Sinking Fund	$	6,289.38
5.10 % as of 5/31/2024		
OLAP ICS Investments - Sinking Fund	$	5,946,438.32
5.25% as of 5/31/2024		
Subtotal	**$**	**42,009,156.38**
Computer Cash Balance	$	42,006,995.84
*** Exception: Payroll Reversal	$	2,160.54
***		
Reconciliation - Should equal $0.00	$	(0.00)
Total - Governmental Funds	**$**	**42,009,156.38**

ACTIVITY FUNDS		
Bank Statements		
Bank of Oklahoma Account	$	213.53
BOK Cavanal Hill Activity Sweep Account	$	399,049.74
4.74 % as of 05/31/2024		
OLAP Investments - Activity Fund	$	7,059,494.80
5.10 % as of 05/31/2024		
All America Bank Certificates of Deposit	$	235,000.00
4.25%		
Subtotal	**$**	**7,693,758.07**
Computer Cash Balance	$	7,637,699.14
Plus Outstanding Warrants	$	56,058.93
Adjusted Computer Cash Balance	**$**	**7,693,758.07**
*** Exceptions: None	$	0.00
Reconciliation - Should equal $0.00	$	0.00
Total - Activity Fund	**$**	**7,693,758.07**

OTHER FUNDS		
Commerce Bank - Governmental Revenue Share	$	40,650.93
Commerce Bank - Activity Revenue Share	$	19,012.50

TOTAL CASH ASSETS	$	49,762,577.88

GOVERNMENTAL FUND CASH BALANCES		
Fund 11 - General Fund	$	20,086,404.64
Fund 21 - Building Fund	$	3,757,539.04
Fund 33 - 2023 Recurring Bond Funds	$	1,275,477.43
Fund 34 - 2012 Recurring Bond Funds	$	3,293,220.69
Fund 38 - Transportation Bond	$	0.00
Fund 41 - Sinking Fund	$	11,081,128.14
Fund 86 - Insurance Recoveries	$	2,513,225.90

MONTHLY PAYROLL		
Total Payroll	$	8,852,296.34

Jeff Landes, Treasurer: _____ Date: 6-4-24

Mustang Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2024

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Fund - 11 11-General						
Series - 1000						
Source - 1110 Ad Valorem Current Year	$25,918,160.95	$27,405,016.53	$0.00	$1,486,855.58	105.74%	$840,620.42
Source - 1120 Ad Valorem Prior Years	$0.00	$750,268.46	$0.00	$750,268.46	N/A	$29,352.17
Source - 1310 Interest Earnings	$0.00	$20,423.71	$0.00	$20,423.71	N/A	$1,857.00
Source - 1312 Investment Earnings	$500,000.00	$1,119,336.53	$0.00	$619,336.53	223.87%	$130,524.37
Source - 1352 Unapportioned Interest	$0.00	$97,815.20	$0.00	$97,815.20	N/A	$3,652.35
Source - 1440 Sales of Equipment	$0.00	$197,234.75	$0.00	$197,234.75	N/A	$0.00
Source - 1510 Insurance Loss Recovery	$0.00	$37,255.73	$0.00	$37,255.73	N/A	$0.00
Source - 1550 Workers' Compensation	$0.00	$25,815.47	$0.00	$25,815.47	N/A	$5,407.90
Source - 1590 Misc Reimbursements	$0.00	$100,119.17	$0.00	$100,119.17	N/A	$3,655.00
Source - 1620 Community Service	$0.00	$3,910.00	$0.00	$3,910.00	N/A	$0.00
Source - 1680 Refund of PY Expense	$0.00	$124,298.39	$0.00	$124,298.39	N/A	$39.75
Source - 1690 Misc Revenue/ District	$0.00	$99,271.29	$0.00	$99,271.29	N/A	$1,500.00
Source - 1710 Lunch/Breakfast	$2,335,029.11	$0.00	$2,335,029.11	$0.00	0.00%	$0.00
Source - 1794 Commodity Rebate	$0.00	$0.00	$0.00	$0.00	N/A	$0.00
Source - 1795 Promotional Rebate	$0.00	$24,406.96	$0.00	$24,406.96	N/A	$0.00
Series - 1000 Total	**$28,753,190.06**	**$30,005,172.19**	**$2,335,029.11**	**$3,587,011.24**	**104.35%**	**$1,016,608.96**
Series - 2000						
Source - 2100 County 4 Mill Tax	$2,997,566.98	$3,645,401.70	$0.00	$647,834.72	121.61%	$139,686.74
Source - 2200 County Mortgage Tax	$719,600.15	$569,998.78	$149,601.37	$0.00	79.21%	$56,298.82
Series - 2000 Total	**$3,717,167.13**	**$4,215,400.48**	**$149,601.37**	**$647,834.72**	**113.40%**	**$195,985.56**
Series - 3000						
Source - 3110 Gross Production	$6,560,359.35	$4,616,392.59	$1,943,966.76	$0.00	70.37%	$455,322.36
Source - 3120 Motor Vehicle	$5,561,561.43	$5,109,794.75	$451,766.68	$0.00	91.88%	$632,941.88
Source - 3130 Rural Electric	$208,712.08	$181,194.55	$27,517.53	$0.00	86.82%	$14,475.02
Source - 3140 State School Land	$1,963,827.98	$1,909,447.63	$54,380.35	$0.00	97.23%	$130,872.54
Source - 3150 Vehicle Tax Stamp	$7,856.21	$7,460.99	$395.22	$0.00	94.97%	$771.47
Source - 3210 State Aid	$48,204,530.17	$44,870,337.42	$3,334,192.75	$0.00	93.08%	$4,935,678.26
Source - 3250 Flex Benefit Allowance	$9,428,838.96	$8,812,417.80	$616,421.16	$0.00	93.46%	$968,397.57
Source - 3310 Alt/High Challenge Ed	$100,000.00	$115,474.34	$0.00	$15,474.34	115.47%	$28,868.58
Source - 3412 NBCT	$0.00	$64,050.00	$0.00	$64,050.00	N/A	$0.00
Source - 3415 Reading Sufficiency Act	$0.00	$285,964.80	$0.00	$285,964.80	N/A	$0.00
Source - 3420 State Textbook	$859,446.13	$875,100.96	$0.00	$15,654.83	101.82%	$0.00
Source - 3435 Redbud School Act	$0.00	$0.00	$0.00	$0.00	N/A	$0.00
Source - 3436 School Resource Officer	$92,000.00	$71,980.00	$20,020.00	$0.00	78.24%	$0.00
Source - 3470 Advanced Placement Incentives	$0.00	$34,471.00	$0.00	$34,471.00	N/A	$0.00
Source - 3620 State Land Reimb	$0.00	$2.61	$0.00	$2.61	N/A	$0.00
Source - 3690 Misc State Revenue	$0.00	$81,860.53	$0.00	$81,860.53	N/A	$71,477.53
Source - 3720 State Matching	$56,047.51	$56,029.02	$18.49	$0.00	99.97%	$28,014.51
Source - 3811 Career Tech Salary	$65,660.00	$67,860.00	$0.00	$2,200.00	103.35%	$29,090.00
Source - 3812 Career Tech Program	$184,250.00	$226,250.00	$0.00	$42,000.00	122.80%	$50,814.00
Series - 3000 Total	**$73,293,089.82**	**$67,386,088.99**	**$6,448,678.94**	**$541,678.11**	**91.94%**	**$7,346,723.72**
Series - 4000						
Source - 4140 Title VI Indian Education	$299,818.00	$217,925.86	$81,892.14	$0.00	72.69%	$0.00
Source - 4210 Title I/Part A	$1,107,196.00	$536,689.14	$570,506.86	$0.00	48.47%	$325,044.16
Source - 4271 Title II Part A	$279,231.00	$130,471.11	$148,759.89	$0.00	46.73%	$0.00
Source - 4281 Title III Part A ELL	$97,924.00	$64,342.81	$33,581.19	$0.00	65.71%	$0.00
Source - 4310 IDEA Part B	$2,912,038.00	$2,411,108.81	$500,929.19	$0.00	82.80%	$197,926.69
Source - 4340 IDEA PART B Preschool	$45,386.00	$45,639.12	$0.00	$253.12	100.56%	$4,315.00
Source - 4442 Title IV Student Supp	$75,097.00	$16,467.66	$58,629.34	$0.00	21.93%	$2,557.69
Source - 4689 Other Misc Fed Rev	$1,364,896.74	$673,809.52	$691,087.22	$0.00	49.37%	$6,739.30
Source - 4705 Supply Chain Assist	$0.00	$318,440.27	$0.00	$318,440.27	N/A	$0.00
Source - 4710 Federal Lunch	$3,230,606.70	$3,054,598.80	$176,007.90	$0.00	94.55%	$614,348.63
Source - 4720 Federal Breakfast	$757,796.63	$782,863.49	$0.00	$25,066.86	103.31%	$158,356.20
Source - 4821 Carl Perkins	$97,551.00	$2,833.64	$94,717.36	$0.00	2.90%	$0.00

Mustang Public Schools

Revenue Analysis

Options: Type of Revenue: Estimated, As Of Date: 5/31/2024

	Estimated Revenue	Revenue Collected	Revenue Receivable	Unappropriated Receipts	% Rev Collected	Current Month
Series - 4000 Total	**$10,267,541.07**	**$8,255,190.23**	**$2,356,111.09**	**$343,760.25**	**80.40%**	**$1,309,287.67**
Series - 5000						
Source - 5160 Activity Fund Reimb	$1,000,000.00	$403,998.64	$596,001.36	$0.00	40.40%	$2,145.00
Source - 5600 Correcting Entry	$0.00	$18,146.75	$0.00	$18,146.75	N/A	$0.00
Series - 5000 Total	**$1,000,000.00**	**$422,145.39**	**$596,001.36**	**$18,146.75**	**42.21%**	**$2,145.00**
Fund - 11 11-General Total	**$117,030,988.08**	**$110,283,997.28**	**$11,885,421.87**	**$5,138,431.07**	**94.23%**	**$9,870,750.91**
Report Total	**$117,030,988.08**	**$110,283,997.28**	**$11,885,421.87**	**$5,138,431.07**	**94.23%**	**$9,870,750.91**

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
The Bear Factory	February
World's Finest Chocolate	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Rewards, refunds, technology equipment/supplies, playground needs/improvements, fundraiser expenses/supplies, student supplies, classroom material for students, beautification

Andrea Peterson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Andrea Peterson
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Student Council Project#: 931 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, student fees

Expenditures (how the funds will be spent):

Student council expenses and supplies for projects, beautification

Andrea Peterson
Sponsor Name (Please Print)

Andrea Peterson
Sponsor Signature

Andrea Peterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Caito 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Robotics (LEGOS) Project#: 931 Program#: 932

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	Fall & Spring

Other Sources of Revenue (income other than from fundraisers):

Donations, student fees

Expenditures (how the funds will be spent):

Purchase of supplies/equipment, educational resources, fundraiser expenses, refreshments, apparel expense, technology, awards/recognitions, installation materials for art exhibits, dues, travel expenses, mileage, rewards, registrations

Amanda Peters — Sponsor Name (Please Print)

Amanda Peters — Sponsor Signature

Andrea Peterson — Principal or Director Signature

05/03/2024 — Date Submitted

2024/2025 — School Year

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Counseling Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	October & Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Parties/refreshments, fundraising expenses, supplies, equipment, awards, gifts, student rewards, student and counselor learning materials, travel expenses, yard sign (senior walk, etc)

Meghan Plautz
Sponsor Name (Please Print)

Meghan Plautz
Sponsor Signature

Andrea Patterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Kath 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	April / May
Glow Run/Fun Run (Funds raised split 3 ways: Art, Music & PE)	October or November
Spirit Beads	October

Other Sources of Revenue (income other than from fundraisers):

Donations, skating fee, bowling fee,

Expenditures (how the funds will be spent):

Purchase/repair of equipment, supplies, refreshments, professional workshop expenses, mileage/travel expenses, fundraiser supplies/expenses, student awards/rewards, recognition certificates, skate rental, bowling rental, t-shirts, inflatable rental & associated expenses

Toni Pearson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Toni K. Pearson
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Vocal Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Recorders	September

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Audio/visual material, music, equipment, refreshments, t-shirts, office supplies, fundraiser expenses, music/software, musical instruments, student incentives, equipment repairs, technology, field trip fees, transportation expenses, learning materials

Sheryl Whitehead
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Sheryl Whitehead
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Elementary 105 Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Social Committee Dues

Expenditures (how the funds will be spent):

Food, beverages, materials and supplies for meetings, recognitions, fundraiser supplies and expenses, flowers, motivational materials, donations, membership fees, beautification, t-shirts speakers, gifts, paper products, decor

Andrea Peterson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Andrea Peterson
Sponsor Signature

Eric Keith 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Silent Auction / Fast Pass	August, December
T-Shirt Sales	August, Sept/October
Lil' Snowie Snow Cones	8 days: Aug - May
Lollipop Sales	9 days: Aug - May
Yearbook Sales	All Year
Fall, Spring and Group Pictures	Sept, Feb, March, Apr

Other Sources of Revenue (income other than from fundraisers):

Donations, class fees, field trip fees

Expenditures (how the funds will be spent):

Classroom/office/student expenses/supplies, learning materials, rewards, refunds, decor, beautification, workshop expenses, party items/food, yearbooks, staff shirts, awards/ recognition, teacher appreciation, staff lunch, field trip fees & transportation, technology equipment/supplies, playground needs, fundraiser supplies, membership fees, speaker fees,

Andrea Peterson — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024/2025 — School Year

Andrea Peterson — Sponsor Signature

Erin Kaitz 5/31/24 — Activity Fund Custodian or CFO Signature

Andrea Peterson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Staff Expenses (CONT'D #2) Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Bronco Bracelets	All year
T-shirt Sales	Nov/Dec or Feb
Birthday Shout Outs on Digital Sign	All Year
Restaurant Nights	All Year
Snack Sales	All Year
Fun Run	Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

(CONT'D) professional magazines, accelerated reader program, photo supplies/equipment, book orders, recognition/awards, flowers/plants, parent/student refreshments, costume rental/ purchase, assembly entertainment, staff meeting supplies/materials, furniture, media supplies, equipment repair, reflex math/ESGI

Andrea Peterson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Andrea Peterson
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Staff Expenses (CONT'D #3) Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Show	Fall and/or Spring
Talent Show	Fall and/or Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Andrea Peterson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Andrea Peterson
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Supply Fee	All year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Supplies/equipment, educational resources, fundraiser expenses, refreshments, apparel expense, technology, awards/recognitions, installation materials for art exhibits, dues, travel expenses, mileage, rewards

Ashley Rolewicz
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Ashley Rolewicz
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Library Store	All Year
Book Fair	Fall & Spring Conf

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, office supplies for media, decor, professional development, travel expenses, hotel expenses, mileage, technology, equipment, equipment repair

Tanya Bernhardt
Sponsor Name (Please Print)

Tanya Bernhardt
Sponsor Signature

Andrea Peterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Elementary -105 Title: PE / Archery Project#: 930 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Archery Shoot	Dec or Jan
March Madness Beads	March
T-Shirt Sales	Unknown

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees

Expenditures (how the funds will be spent):

Supplies/equipment, educational resources, fundraiser expenses, refreshments, equipment repairs, awards, rewards, entry fees

Toni Pearson
Sponsor Name (Please Print)

Toni K. Pearson
Sponsor Signature

Andrea Peterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Membership dues	Aug-Mar
Tshirts	Aug-Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

robotics expenses, PD workshop expenses, recognition & awards expenses, snacks/ refreshments expenses, registration & field trip expenses

Joe Podoll — Sponsor Name (Please Print)

5-1-2024 — Date Submitted

24-25 — School Year

Joseph R. Podoll — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Jennifer Young — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
t-shirts	Sept-Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Field trip expenses, student council expenses, refreshments & awards expenses, supplies & community outreach expenses, subscriptions, school improvement expenses.

Amanda Mumme and Sarah Moody
Sponsor Name (Please Print)

5-1-24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jennifer Young
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student store	Jan-May

Other Sources of Revenue (income other than from fundraisers):

Donations, lost book fines, approved fundraiser

Expenditures (how the funds will be spent):

classroom/ office expenses, PD workshop expenses, FR expenses, subscriptions membership dues, video confrence expenses, curricular material expenses,

Carol Scott
Sponsor Name (Please Print)

5-1-2024
Date Submitted

24-25
School Year

Carol M Scott
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jennifer Young
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Smencils	Sept- Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom/ equipment expenses, PD workshop expenses, fundraiser expenses.

field trip expenses, refreshments/awards expenses

Roxie Ralph
Sponsor Name (Please Print)

Roxie Ralph
Sponsor Signature

Jennifer Young
Principal or Director Signature

5-1-24
Date Submitted

24-25
School Year

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness tshirts	Jan-Feb
Popcorn Sales	Oct
Testing tshirts	Mar-April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

staff/ counselor, office/ classroom expenses, PD workshop expenses, materials/ curriculum resource expenses, hospitality expenses/ testing snacks & assembly expenses, recognition & awards expenses,

Lesha Taylor — Sponsor Name (Please Print)

5-1-24 — Date Submitted

24-25 — School Year

Lesha Taylor — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Jennifer Young — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Valley Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Picture Day	Sept- May
Yearbook Sales	Sept- May
Monthly Resturant Nights	Sept- April
Candy Grams	Feb
T-shirt Sales	Aug-Feb
Book Fair	March

Other Sources of Revenue (income other than from fundraisers):

Donations, commissions from above

Expenditures (how the funds will be spent):

office/ staff/ classroom expenses, building expenses, PD workshop expenses, recognition & awards expenses, staff meals/ refreshment expenses, teacher/ student appreciation expenses

Jennifer Young
Sponsor Name (Please Print)

5-1-24
Date Submitted

24-25
School Year

Jennifer Young
Sponsor Signature

Brie Keith 5/31/24
Activity Fund Custodian or CFO Signature

Jennifer Young
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Booster-Thon	Oct-Dec
Field Trips	Aug-May
Beast Week	Aug-May
Project graduation	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Staff/ student/ office expenses, PD workshop expenses,out reach night expenses, staff/student motivation/ appreciation expenses, snacks/ meals expenses donations to project graduation and beast week, FR expenses, field trip expenses. technology/ equipment repair/ material expenses.

Jennifer Young
Sponsor Name (Please Print)

5-1-24
Date Submitted

24-25
School Year

Jennifer Young
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Jennifer Young
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art expenses, PD workshop expenses

Sarah Moody
Sponsor Name (Please Print)

Sarah Moody
Sponsor Signature

Jennifer Young
Principal or Director Signature

5-1-2024
Date Submitted

24-25
School Year

Kim Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma - 115 Title: LE Leaders (Counseling) Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness T-Shirts	Jan 25 - May 25
Beast Week	Jan 25 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, Dues

Expenditures (how the funds will be spent):

Student Food, Rewards, Technolgy Supplies, Testing/Student Incentives

Student Safety Equipment, Curriculum, Paper Goods, TShirts, Guest Speakers

Jeremy Younkin
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024-25
School Year

Jeremy Younkin
Sponsor Signature

Bari Kuth 5/31/24
Activity Fund Custodian or CFO Signature

Shawna Carter
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma -115 Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Club	Aug 24 - May 25
Student Art Fees	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Dues for Art Club and fees for art

Expenditures (how the funds will be spent):

Classroom Art Supplies, Educational Resources, Awards/Recognitions, Workshop Fees, Furniture, Cleaning Supplies, Teachnology

Amy Leochner	5/3/24	2024-25
Sponsor Name (Please Print)	Date Submitted	School Year
Amy Leochner	Erin Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Shawna Carter		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma - 115 Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	Ocotober 1-8, 2024
Birthday Club	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Lost/Damaged Books, Grants, Book Fines

Expenditures (how the funds will be spent):

Books/Subscriptions, Media Instruction Supplies, Furniture/Equipment
Speaker Fees, Refunds, Technology Supplies, Staff Workshops, Refreshments,
Audio/Visual Materials

Brandy Wauters — Sponsor Name (Please Print)

5/3/24 — Date Submitted

2024-25 — School Year

Brandy Wauters — Sponsor Signature

Jim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Shawna Carter — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fall Student Pictures	September 24
Robotics	Aug 24 - May 25
Spring/Group Pictures	Spring 2025
Yearbooks	Sept 24 - May 2025
Santa Pics	Dec 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees Books Orders, Commission

Expenditures (how the funds will be spent):

Student Incentives (food/prizes), Books. All Technology related equipment and supplies

Dues & Fees, T Shirts, Office Supplies, Refunds, Playground / PE Equipment, Awards

Classroom Supplies, Transportation Fees, Speaker Fees, Parent/Student

Refreshments, Student Store Expenses

Anita Stuckey — Sponsor Name (Please Print)

5/3/24 — Date Submitted

2024- 2025 — School Year

Anita Stuckey — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Shawna Carter — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Wishes	Aug 24 - May 25
Car Tags	Aug 24 - May 25
Snacks	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Vending Machines, Fees

Expenditures (how the funds will be spent):

Playground Materials, Workshops, Staff Food/Beverages, Paper Products

Magazines, Furniture, Technology (printers, computers. etc) Nameplates

TShirts, Flags, Office Supplies, Vending Machine Supplies, Cleaning Supplies,

Books, Flowers, Travel Expenses, Motivational Speakers, Classroom Supplies

Anita Stuckey
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024- 2025
School Year

Anita Stuckey
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/3/24

Shawna Carter
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Recorders	Aug 24 - May 25
TShirts (Honor Choir)	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Instruments, Music, Classroom Teaching Supplies, Tshirts, Costume Rental,
Equipment/Equipment Repair, Furniture, Contest Fees, Refreshments,
Recorders

Anita Stuckey	5/3/24	2024- 2025
Sponsor Name (Please Print)	Date Submitted	School Year
Anita Stuckey	Erin Kaiser 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Shawna Carter		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Marque	Year Round
Concession Stand for games,dances and events	Year Round
Dances	Year Round
School Pictures	TBD
Step it up/Best day Ever	TBD
Butter Braides (See Attached)	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, BEAST week

Expenditures (how the funds will be spent):

Classroom/Office supplies,T-shirts, student/teacher rewards,PLC, sub repays, transpotation,
Sam's club membership, student/staff meals & snacks, technology supplies, workshops,
BEAST week, deco, funiture, celebration supplies

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

Description	Month Planned
Student and staff T-shirts	Year round
Agendas	Year round

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Sped. Func Skills Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Scack Cart	TBD 14 day only

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, student rewards, field trips, student activites, snack cart exp.,

Teacher/Princ gifts

Alexis Brown
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Alexis Brown
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian or CFO Signature

[signature]
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student/Staff T-shirst and hoodies	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PD, student rewards, Food and drinks for staff, cards, flowers,gifts, furniture, fundraiser expense

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness T-shirts	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Testing Supplies, Kindness Week, Student supplies, Bronco Bistro

Patti Lindsey
Sponsor Name (Please Print)

Patti Lindsey
Sponsor Signature

Principal or Director Signature

5/6/2024
Date Submitted

24-25
School Year

Erin Kirk 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Leadership Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy-Gram	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, student rewards,student meals, fundraiser items

Stacie Roush
Sponsor Name (Please Print)

Stacie Roush
Sponsor Signature

Principal or Director Signature

5/6/2024
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Bookfair	Sept/Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Media supplies, student rewards,books, fundraiser items,technology,funiture

Michelle Tobler
Sponsor Name (Please Print)

Michelle Tobler
Sponsor Signature

Principal or Director Signature

5/6/2024
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Vocal Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Honor Choir Shirts	Year Round
Donation Drive	Year Round
Lollipops	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, Admission Cost

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee, transportation, Sub repay

PD, Fundraiser exps., Students shirts, Student activitys

Jacob Chen
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Jacob Chen
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom Art supplies, field trips, student awards & meals, entry fee,

Bre Geoge
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dodgeball Tournament	Year Round
4 Sq. Tournament	Year Round
B-Ball Tournament	Year Round
Archery Fee	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, entry fees, archery tournament fee, T-shirts

Expenditures (how the funds will be spent):

PE supplies, sub repay, archery tournament fees, T-shirts

Stephanie Reed
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Stephanie Reed
Sponsor Signature

Eric/Kaitly 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee,

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Yearbook Project#: 947 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook	YearRound

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Office & Classroom supplies, field trips, student awards & meals, entry fee, transportation,

PD, Fundraiser exps., Student & Teachers Meals, Tech supplies,

Dacey Daley
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Dacey Daley
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Technology Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Academic Team Fees	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee, transportation.

Kris Owen
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Spanish Project#: 935 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Sept.

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, Student rewards

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: STEAM Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics Fee	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations, T-shirts

Expenditures (how the funds will be spent):

Class supplies, Student rewards, registration, student meals

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Band Project#: 922 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band-A-Palozza	August/Sept

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Operations for band

Kyle Thompson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Shirts	August
PV Restaurant Night	September
Glow Run	October
Glow Run Shirts	October
Santa Photos	December
PV Restaurant Night	March

Other Sources of Revenue (income other than from fundraisers):

Donations, class fees, field trip fees

Expenditures (how the funds will be spent):

Classroom and student supplies, learning materials, student rewards and incentives, party decorations and supplies, field trip fees and transportation, awards, technology, fundraiser supplies, curriculum and book orders

Jandra Honeman — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jandra Honeman — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Counseling Project#: 931 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Themed days	September-May
Kindness Week Shirts	March
Beast Week	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Donation to Beast Week, testing supplies, student/counselor learning materials,
Veteran's Day program supplies, awards, gifts, parties and refreshments

Brittany Osborne
Sponsor Name (Please Print)

Brittany Osborne
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snow Cones	August-May
Healthy Snacks	August-May
Yearbook Sales	August-May
School Photos	September, March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Office supplies, luncheons, teacher appreciation gifts/treats/celebrations

Jandra Honeman — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jandra Honeman — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Art fees

Expenditures (how the funds will be spent):

Art supplies, classroom supplies

Lauren Lynes
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Lauren Lynes
Sponsor Signature

Brian Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Sandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Scholastic Book Fair	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, library supplies

Kelsey VanCleave
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Kelsey VanCleave
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Sandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: P.E. Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Speed stacking	December

Other Sources of Revenue (income other than from fundraisers):

Donations, Archery fees

Expenditures (how the funds will be spent):

Gym/class expenses, student supplies, learning materials, rewards, fundraiser supplies, field trip fees and transportation

Chandler Rhodes — Sponsor Name (Please Print)

Chandler Rhodes — Sponsor Signature

Jandra Honeman — Principal or Director Signature

05-03-2024 — Date Submitted

Erin Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Date of Board Approval

2024-2025 — School Year

884

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Archery Project#: 930 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
District Archery Meets	December, January
Open Gym Archery Range	December-February
Archery Shirts	March
Archery Clinic	March
District Archery Meet	April
Scratch-off cards	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Archery expenses and maintenance, supplies, competition fees, travel expenses, club shirts, party and refreshments, rewards

Jennifer English — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jennifer English — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Sandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Robotics Project#: 931 Program#: 932

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics Shirts	October, February

Other Sources of Revenue (income other than from fundraisers):

Donations, Robotics Dues

Expenditures (how the funds will be spent):

Robotics shirts, competition fees, supplies and expenses

Paula Sharp
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Paula Sharp
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Jandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: STEM Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, STEM fees

Expenditures (how the funds will be spent):

STEM activities and projects, classroom supplies

Paula Sharp
Sponsor Name (Please Print)

Paula Sharp
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Light bands	September-May
Choir shirts	September, October

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Music instruments, sheet music, choir shirts, field trip expenses, registration for students

Jennifer Hooten — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jennifer Hooten — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Sandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Art Project#: 921 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Fees	August/ September

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Student Art Supplies, Classroom and Office Supplies , Art Books

MAry Robinson
Sponsor Name (Please Print)

4-16-24
Date Submitted

2024-2025
School Year

Mary Ra
Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Counseling Project#: 923 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T Shirts	Jan/February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Fidgets, Noise canceling headphones, Calm down supplies

Testing Supplies, Office Supplies

Melessia Hopson and Shea Cartwright — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/21/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Media Project#: 927 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Book Club	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Book Fines

Expenditures (how the funds will be spent):

Birthday Book Club Donuts, Books, Book Repair, Materials , Library Classroom Supplies and Materials

Christie Sandefur — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Chris Sandefur — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: PE Project#: 930 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Super Kids Day T Shirts	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PE Equipment, T Shirts

Dustin Fixico Trinidad Castaneda — Sponsor Name (Please Print)

4/16/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fun Run	November
Yearbook	Jan-April
T Shirts- Grade Level and School Wide	Fall and Spring

Other Sources of Revenue (income other than from fundraisers):

Donations, Grade Level Field Trip fees, Extra Car Tags , Grants

Expenditures (how the funds will be spent):

Copy Supplies, Paper goods, Office and Classroom Supplies,First Aide

Tech related supplies, Student Awards Gifts and Refreshments, T Shirts, Yearbooks

Audiovisual, Transportation Costs, Field Trips, Books, Decorations and Prizes

Educational Online Instruction, Playground Equip., Substitute Coverage for School Activities

Jennifer Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

M. Jennifer Thomas — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Robotics Project#: 932 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T Shirts and Club Fees	Sept and Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Lego First, Snacks, T Shirts, Competitions

Jennifer Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

M. Jennifer Thomas — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Spec Ed Functional Skills Project#: 936 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Coffee Cart- Drinks, Breakfast	All Year
PJ Days	once a month
T Shirts	Fall

Other Sources of Revenue (income other than from fundraisers):

Donations, Field Trips

Expenditures (how the funds will be spent):

Coffee Cart supplies(Food and Paper products) Community Based Instruction Trips

Classroom and Office Supplies , Co Curricular items, T Shirts

Tara Waller and Trish Llewellyn
Sponsor Name (Please Print)

T Waller Patricia Llewellyn
Sponsor Signature

Principal or Director Signature

4-17-24
Date Submitted

2024-2025
School Year

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kona Ice	All Year
Travelin' Tom's Coffee Truck	All Year
Tom Jackson Photo Fall and Spring Pictures	Oct, Nov, Feb, March

Other Sources of Revenue (income other than from fundraisers):

Donations, Vending

Expenditures (how the funds will be spent):

Copy Supplies, Kitchen paper goods, Office and Classroom Supplies

Tech related supplies, Staff rewards, Gifts and Refreshments, T Shirts

Audiovisual, Transportation, Books, Workshops, Staff Incentives

Educational Online Instruction, Substitute Coverage for School Activities

Jennifer Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

M. Jennifer Thomas — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Stem Project#: 942 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Stem Fees	August/ September

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Student Stem Supplies, Classroom and Office Supplies

Jennifer Thomas
Sponsor Name (Please Print)

4-17-24
Date Submitted

2024-2025
School Year

M. Jennifer Thomas
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood 155 Title: Vocal Music Project#: 946 Program#:

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Honor Choir Shirts	September
Recorders	August

Other Sources of Revenue (income other than from fundraisers):

Donations, Grants

Expenditures (how the funds will be spent):

Instruments, Instrument and classroom storage, Classroom supplies, T Shirts

Music, Curriculum , Contest and Workshop fees . Transportation Costs

Amanda Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Amanda Thomas — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: PE/Archery Project#: 920 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt sales	October
Archery Tourn Gate Fee and Conscession	January
Silent Auction	March
Archery Shoots	February-April
Give Back nights at a local restauarant	All year
Speed Stack Sales	March

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Archery Supplies, Teacher Workshops, Substitute Teacher, Memberships, Subscriptions

*Teacher Conference fees/sub pay/travel expenses

*Fund Raiser Supplies

** National Archery Tourn Fees and Travel Expenses

Jason Hasty, Sherri Wiewel — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24/25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Chalk the Walk	October
Sell Mustang Water Bottles	August-October

Other Sources of Revenue (income other than from fundraisers):

Donations, Art Fees

Expenditures (how the funds will be spent):

Art Supplies,

Professional Organization Membership, Teacher Conference fees/substitute,

Travel expenses for conference

Carlye Carter	4/25/24	24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Carlye Carter	Brian Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Band Project#: 922 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band Appalooza	September

Other Sources of Revenue (income other than from fundraisers):

Donations, Fee Collections

Expenditures (how the funds will be spent):

Band Classroom Supplies, Music,Professional Organization Membership, Registration Fees

T shirts, Teacher Conferences-registration, travel expenses

Madison Fleming — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24/25 — School Year

Madison Fleming — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Counseling Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Holiday T Shirt Sales	Nov-Dec
Pop Corn Sales	Oct, Dec, Feb
Kindness T shirt Sales	February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Counselor Advocacy items, New Student Snacks, Student Rewards, State Counseling Conf,
Testing Kick Off Celebration, Counseling class and small group curriculum
Testing Supplies and snacks, Counseling Resource Books
Staff Treats

Amber Northcutt — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24-25 — School Year

Amber Northcutt — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: 5th Grade ELA Project#: 924 Program#: 957

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Conscessions during Readathon	Oct, Dec, Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

ELA classroom supplies, Books,

Conscession items to sell

Storage items for donated items/organizing

Morgan Fruit
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: 6th ELA Project#: 924 Program#: 958

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Conscessions during Readathon	Oct, Dec, Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

ELA classroom Supplies, Books

Consession items to sell

Karissa Brock
Sponsor Name (Please Print)

Karissa Brock
Sponsor Signature

Principal or Director Signature

4/25/24
Date Submitted

24-25
School Year

Tami Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Leadership/Pals Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T shirt Sales	October-March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

T shirt/Paints for posters

Taylir Thompson
Sponsor Name (Please Print)

4/25/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	October/February

Other Sources of Revenue (income other than from fundraisers):

Donations, Book Fines

Expenditures (how the funds will be spent):

Library Supplies, Online Subscriptions, Books, Librarian Conference and Expenses,
Proffessional Assoc Membership

Jessica Pool
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

4/25/24
Date Submitted

24/25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Activity/Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Next Step	August-September
Pop Subscriptions	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, classroom furniture, Student Rewards/Treats, Transportation Fees, Playground Equipment, Field Trip Fees, books, Registration Fees Substitute fees, Office Supplies, Memberships/Subscriptions

Jessica Giblet	4/25/24	24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Jessica Giblet	Tami Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Jessica Giblet		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Sell t shirts	Aug-Oct

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, T shirt fees

Expenditures (how the funds will be spent):

Registration fees, t-shirts

Robotics Related Supplies

Professional Organization Membership

Leslie Madrid
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Leslie Madrid
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Functional Skills/Hinshaw/5th Project#: 936 Program#: 957

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
snack cart for teachers	Weekly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Snack Cart Items, Field trip fees

Classroom Supplies

Teacher Workshops, Substitute Teacher (for Workshop), Memberships, Subscriptions

Registration and travel expenses

Stephani Hinshaw
Sponsor Name (Please Print)

5/1/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Functional Skills 6th Project#: 936 Program#: 958

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Sales	2x monthly
Smoothies	Monthly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Baked Potatoe Supplies, Smoothie Supplies

Classroom Supplies, Field Trip Fees

Teacher Workshops, Substitute Teacher, Memberships, Subscriptions

Registrations, Travel Expenses

Marcelina Sutton
Sponsor Name (Please Print)

Marcelina Sutton
Sponsor Signature

Jessica Light
Principal or Director Signature

5/1/24
Date Submitted

24/25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Activity/Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook Sales, Snow Cone Sales, Water Bottle Sales	All Year
Yubbler (School Supplies), Next Step/Pop Subscriptions	July/ August
Beast Week Various Fundraisers	Feb/Mar/Apr
End of Quarter Fun Days (BB/4 square/Volleyball Tourn & Consce	Oct/Dec/Mar
T Shirt sales	
Popcorn/movie event	1 ea quarter

Other Sources of Revenue (income other than from fundraisers):

Donations,

Coca Cola Rebate

Expenditures (how the funds will be spent):

PD Food, staff meals-awards, treats,

Staff t-shirts/clothing

Vet/TOY Reception items

Jessica Giblet
Sponsor Name (Please Print)

4/25/24
Date Submitted

24-25
School Year

Jessica Giblet
Sponsor Signature

Brian Kiert 5/31/24
Activity Fund Custodian or CFO Signature

Jessica Giblet
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Refreshments/Cake/Cupcakes/Cookies/flowers

Reception supplies, paper goods

Jessica Giblet — Sponsor Name (Please Print)

5/2/24 — Date Submitted

24/25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Music/Choir Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Chalk the Walk	October
Music Palooza fundraiser	September
Calendar Donations	Sept/Oct
Choir Fees	Spt-January

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Participation and Audition Fees, Registrations, Classroom Supplies, Music

Professional Organization Membership, Teacher Conferences fee/subpay/travel expenses

Hanna Stokes
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Hanna Stokes
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/21/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project #: 940 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Sales	All School Year
Orange Leaf	All School Year
Food Trucks	All School Year
Concessions	All School Year
Snow Cones	All School Year
T-Shirt Sales	Aug - Dec

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Shirts, Equipment, Repairs on Equipment, Supplies, Parent Teacher Conference

Meals, Conference Fees, Staff Recognition Awards

Ramae Collins
Sponsor Name (Please Print)

4.8.24
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project#: 940 Program#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Morsey Sticker/Magnet Sale	All Year
Hat Day	All Year
Field Day	Fall & Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Ramae Collins
Sponsor Name (Please Print)

4.08.2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Keith 5/3/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: SpecEd Funct. Skills Project Code: 935 Site #: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Baked Potato Bar, Candy Sales)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Classroom Supplies, Food, Field Trip Costs, Transportation

Gina Basco
Sponsor Name (Please Print)

4/5/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Kamel Collins
Principal or Director Signature

Date of Board Approval

Revised: 2/17/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Scholastic Academic Team Project #: 919 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Sales	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Memberships, Competition Fees, Equipment, Repairs on Equipment, Supplies for Equipment, Transportation

Hannah Naff
Sponsor Name (Please Print)

04/04/24
Date Submitted

2024-2025
School Year

Hannah Naff
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Theatre Project #: 945 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Gate Entry for Theatre Play	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Costumes, Food, Decorations, Classroom Supplies, Start-up Funds, Scripts, Royalty Fees,
Set Pieces, Furniture, Props

Teri Hood
Sponsor Name (Please Print)

Teri Hood
Sponsor Signature

Kamae Collins
Principal or Director Signature

4/4/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Vocal Project #: 946 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Calendar Drive	Sept - Oct
T-Shirts	Sept - Nov
Frontier City/Day of Choirs	March - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts, Fees, Uniforms, Music

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Fees, Hotel Rooms, Music, Transportation, Tickets to Frontier City, Equipment, Repairs on Equipment, Supplies for Equipment

Sarah Green — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Sarah Green — Sponsor Signature

Bonni Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Ramae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Student Council Project #: 943 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt of the Month	All School Year
Membership Shirts	August
BEAST Week	November - March
Concessions	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Food, Staff Gifts, Shirts, Banners, Student Awards

Hannah Courtney
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

[signature]
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Leadership/STRIVE Project #: 925 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dances	All School Year
Fill The Bus	Oct - Jan
Talent Show	March - April
Concessions	All School Year
T-Shirts	Aug - Sept

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Conference Fees, Decorations, Hotel Rooms, Transportation

Sarah Green
Sponsor Name (Please Print)

4/1/24
Date Submitted

2024-2025
School Year

Sarah Green
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Lorna Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Skills for Living Project #: 934 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Bar	All School Year
Cookie Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Food for Food Labs, Sewing Materials, Equipment, Repairs on Equipment, Supplies for Equipment, Classroom Decor & Supplies

Jennifer Morris — Sponsor Name (Please Print)

4/8/24 — Date Submitted

2024-2025 — School Year

Jennifer Morris — Sponsor Signature

Erin Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Kami Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Principal Project #: 931 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	All School Year
T-Shirt Sales	Aug - Dec
Student Fees	All School Year
Yearbook	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom/Office Supplies, Food, Fees, Shirts, Awards, Equipment, Repairs for Equipment, Supplies for Equipment, Gifts, Hotel Rooms, Transportation, Banners, Paper Goods, Utensils, Cleaning Supplies, Food Trucks, Yearbook Costs, Technology, Action Shots for Yearbook

Ramae Collins
Sponsor Name (Please Print)

04/08/2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Athletics Project #: 807 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fall Sports Text/Email Blast	Aug - Oct
Winter Sports Text/Email Blast	Nov - Feb
Spring Sports Text/Email Blast	March - April
JV Basketball Festival Entry Fee	Nov - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Concession Revenue, Reimbursement for Lost or Damaged Uniforms

Expenditures (how the funds will be spent):

Concessions Worker Pay, Concessions, Concession Start Up, Coaches Equipment, Uniforms, Supplies, Reward Lunches, Sports Equipment, Athlete Shirts, Transportation, Appliances, Gifts, Building Security Accessories, Field Maintenance

Chris Sawyer
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamar Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Media Project #: 927 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Library Snack Store	All School Year
Book Fair #1	September
Book Fair #2	Febrary
Eraser Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, Shelving Materials, Furniture, Games, Paper, Poster Maker, Equipment

Purchases, Equipment Repairs and Supplies

Mandy Sawyer — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Mandy Sawyer — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kamae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Band Project #: 922 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band-A-Palooza	Aug - Sept
T-Shirts	Sept - May
LOMA Raffle for Cash	January - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Lost or Broken Instruments, Music, Reeds,Shirts, Books, Fees, Rentals, Band Supplies

Expenditures (how the funds will be spent):

Music Coaches/Lessons, Awards, Accompanist, Classroom Supplies, Transportation, Instrument repairs, Gifts, Shirts, Food, Subscriptions, Music, Fundraiser Rewards

Craig Amendt
Sponsor Name (Please Print)

4/5/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Brian Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Archery Project #: 920 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts and Sweatshirts	Sept - Dec
Tournament	Dec - Feb
Shoot-A-Thon	Dec - Feb
Candy Sales	Sept - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Dues

Expenditures (how the funds will be spent):

Archery Supplies, Conferences, Travel, Uniforms, Food, Awards

Karen Bridges
Sponsor Name (Please Print)

04/04/2024
Date Submitted

2024-2025
School Year

Karen Bridges
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Kamae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Athletics Project#: 806 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drives for each sport	All Year
Spirit Gear	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, athletic admissions, entry fees, concessions

Expenditures (how the funds will be spent):

approved fundraiser expenses, athletic equipment/gear/supplies, uniforms, concession supplies, registration/entry fees, reimbursements, refunds, awards, officials, security/gate workers, metro-conference expenses/fees, travel expenses, change bags

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: ELA Project#: 924 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	April-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, online educational resources, program licenses, expenses of approved fundraisers, books, audiobooks, rewards/incentives for students, subscriptions

Tonia Smith
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Tonia Smith CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Leadership Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	July - May
BEAST Week T-shirts	August - May
BEAST Week Activities (various)	August - May
Schoolwide Dances (entry fees & concessions)	October - February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, refreshments for meetings, school-wide activity & assembly supplies, school improvement initiatives, donations, student recognition, field trip expenses, community service projects, transportation costs

Rhoda Swan
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Rhoda Swan
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Math Project#: 926 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	Oct-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, calculators, online educational resources, program licenses, expenses of approved fundraisers, rewards/incentives for students, subscriptions

Cindy Killebrew
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Sales	Aug-May
Book Fairs	Sept & Feb
School Pictures	Aug & Mar
Button Sales	All Year
T-Shirt Sales	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, late book fees

Expenditures (how the funds will be spent):

Books, audiobooks, playaways, ebooks, databases, library supplies, technology for library online subscriptions, incentives/rewards for students/staff, games, furniture, book subscriptions, equipment, hardware/improvement materials, refreshments, conference fees, professional dues, travel expenses, author visits, fundraiser expenses

Jaclyn Giammario
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student fees	All School Year
Yearbook sales	All School Year
T-Shirt sales	July-Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Classroom/office supplies, food, fees, approved fundraiser expenses, awards, equipment, technology, tech repairs, gifts, travel expenses, building furniture, refunds, school improvement, PD expenses, fieldtrips, student incentives/rewards, media supplies, digital licenses, online educational resources, parent conference staff meals, staff stipends for extra duty responsibilities

Christy Bradley
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Christy Bradley
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Outdoor Education Project#: 931 Program#: 929

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drive	Oct - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, allocations from Project 931

Expenditures (how the funds will be spent):

class supplies (archery equipment, fishing supplies, fish tank supplies), equipment

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Robin Griffith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student Fees	Aug-Dec
3-D Printer Product Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Entry fees, supplies/equipment, online resources/licenses, food, travel expenses, t-shirts

Rhoda Swan
Sponsor Name (Please Print)

Rhoda Swan
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Science Project#: 933 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack/Candy Sales	Sept-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Teaching aides and equipment, approved fundraiser expenses, Science Fair/Olympiad supplies, awards, field trip fees, guest speaker fees, entry fees, lab expenses, digital resources, online licenses

Kelly Nixon
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Kelly D Nixon
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Functional Skills Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Staff Lunch Sales (Baked Potatos, Taco Salad, etc)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, CBI trip expense, entry fees, food, classroom supplies/ equipment/furniture, student incentives/rewards

Alexis Chaffee
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Alexis Chaffee CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Vending in gym hallway	All School Year
Spiritwear sales	July-Jan
Food Trucks/Pizza/Orange Leaf/Snow Cones	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Spiritwear, equipment, supplies, food, parent conference staff meals, staff recognitions, conference fees, technology, approved fundraiser expenses, supplies for meetings

Christy Bradley
Sponsor Name (Please Print)

Christy Bradley
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Spiritwear Sales	July-January
Food Trucks for staff	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Staff recognitions, food, drinks, approved fundraiser expenses, supplies for meetings, supplies for meals, teachers/classroom supplies

Jennifer Joy
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Jennifer Joy
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Grams	Jan-Feb
StuCo T-Shirts	July-January
BEAST Week Activities	August-March
BEAST Week T-Shirts	August-March
Schoolwide Dances (entry fees & concessions)	October & February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

approved fundraiser expenses, refreshments/supplies for StuCo activities, school improvement initiatives, community service projects, transportation costs, candy/snacks for school activities and recognitions, fieldtrip expenses

Christy Bradley
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Christy Bradley
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Theatre Project#: 945 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Ticket sales to play productions	Apr/May

Other Sources of Revenue (income other than from fundraisers):

Donations, field trip fees, dues

Expenditures (how the funds will be spent):

play royalty fees, scripts, director book, curriculum, student refreshments/meals, costumes, props, flats, materials to build props & set design, classroom supplies, field trip/travel expenses, technology, software

Ian Eastland
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Singapalooza Donation Drive	Oct-Nov or Feb-March

Other Sources of Revenue (income other than from fundraisers):

Donations, audition fees, contest entry fees, travel expense fees, field trip fees

Expenditures (how the funds will be spent):

printed/recorded music, competition/audition fees, student rewards/incentives, hotel/travel expenses, reimbursements, field trips, refunds, uniforms, clinician fees, classroom supplies, technology, software, instruments, accompanist fees, approved fundraiser expenses, professional memberships, choreograph fees, instrument repairs

Megan Deister
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Megan Deister CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Staff Account Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Spirit Items, School Club Items, School Dance	2024-2025
Student Fee, Yearbook, Entry/Admission Fees	2024-2025
Concessions, Snocones, 1/2 Court Shots	2024-2025
Resale of Food Items - Sandwiches, chicken, pizza etc	2024-2025
Restaurant Giveback - % of sales for a specific time period	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Activity Apparel, Approved Fundraisers, Field Trip Fees,
Vending Machine Commissions, Awards, Student Agendas, Reimbursement of expenses

Expenditures (how the funds will be spent):

Student/Office/Teacher Supplies, Entry fees for clubs & organiziations, Books,Furniture
Student Incentives,PD/Conferences,Bus Mileage/Driver,Speaker Fees,Media Supplies
Learning/Resource Materials,Membership Fees,School Decorations,Teacher Recognition
Awards/Party/Assembly Supplies,Yearbook/Photo Supplies,Student Activity Apparel

Lisa Stacey
Sponsor Name (Please Print)

5/3/2024
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

Purpose of Activity Fund Account

MCMS: Project 940 Program 900

Page 2

Student Activity Apparel, Media supplies, Refunds, Field Trip Fees, Equipment/Technology Purchase & Repair, Fundraiser Items, Student Agendas, Parent/Student/Staff/Visitor Meals/Refreshments, Incidental Supplies, School Beautification Improvements, Plants/Landscaping Supplies, Playground Equip, Student Store Expenses, Postage, Printing/Poster/Signage Services, Teacher Recognition

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: ELA Project#: 940 Program#: 924

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concessions for outsiders day	2024-2025
Raffle tickets for basket/prizes	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers

Expenditures (how the funds will be spent):

Decorations, Student/Office Supplies, Snacks for students, Student Incentive Prizes/Raffle prizes, Fundraising items, Books, Costumes

Lauren Tollers
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/03/2024
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Theater Project#: 940 Program#: 945

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Admissions to play production	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Costumes and props, food/snacks for students, fundraising items

Ian Eastland
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Archery Project#: 946 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations - Personal and Business	2024-2025
Kona Ice	2024-2025
Spirit Wear Sales	2024-2025
Parent Student Archery shoot P/T Conferences	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Competition Fees, Hotels, Travel, Etc)

Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Archery Equipment & Repair, Memberships,

Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus, Plane),Tshirts/Uniforms

Student Incentive Prizes/Meals,Fundraising Items,Refunds

Student Entry/Contest /Competition Fees,Field Trips

Ty Sullivan
Sponsor Name (Please Print)

5/03/24
Date Submitted

2024-2025
School Year

Ty Sullivan
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Science Project#: 940 Program#: 933

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Selling Candy & Suckers	2024-2025
Concession Items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from Fundraisers, Income from Engineering fair

Expenditures (how the funds will be spent):

Fundraising Items, Science Supplies and Equipment, Classroom Supplies

Ryan Badillo
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/2/24
Date Submitted

2024-2025
School Year

Brian Keith 5/3/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concert Donations	2024-2025
Bottled Water	2024-2025
Hosting Fall Festival	2024-2025
Sing A Palooza	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Auditon/Contest/Competition Fees, Music, Hotel)
Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Audio/Video Supplies & Software,Printed Music & Programs,Equip & Repair,Memberships,
Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus),Tshirts/Uniforms
Clinician/Accomp/Sound Fees,Student Incentive Prizes/Meals,Fundraising Items,Refunds
Student Audition/Entry/Contest Fees,Field Trips,Costumes,Technology & Repairs

Holly Pritchard
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: STUCO Project#: 940 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Teacher Hat Days	2024-2025
Penny Wars	2024-2025
Food Sales- Donut Day, Popcorn Day, Snowcones,Hot cocoa, etc	2024-2025
Tshirts	2024-2025
Food Trucks	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, income from fundraisers

Expenditures (how the funds will be spent):

Student Tshirts, Meals/Snacks for Students, Student incentive/Prizes, Bus Mileage

Decorations/supplies for school spirit weeks, fundraiser items

Tara Hardeman
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/02/24
Date Submitted

2024-2025
School Year

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Robotics Project#: 940 Program#: 942

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations	2024-2025
Tshirt Fundraisers	2024-2025
Kona Ice	2024-2025
sell 3d printing products	2024-2025
Concessions/Food Sales	2024-2025
Student Participation Fee	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, Income from fundraisers

Expenditures (how the funds will be spent):

competition & entry/registation fees, robotics equipment and supplies, hardware tools, bus fees, student tshirts, meals/snacks for students, sponsorship banner, printer ink, paper printed sponsor book, engraved team numbers for robots, fundraiser items

Jennifer Wilhm
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Counseling Project#: 940 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt Sales	Jan -Feb 2025
Concessions - Resale of food items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Fundraising items, student fidgets, supplies/snacks for counseling week and testing,

Conference registrations, Curriculm/lessons

Amy Cozens
Sponsor Name (Please Print)

5/2/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Spec Ed/Functional Skills Project#: 940 Program#: 936

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Sales	2024-2025
Resale of items - Muffins, Donuts, Milk, Juice	2024-2025
Concession Snacks	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, income from fundraisers

Expenditures (how the funds will be spent):

Field trips for students, and Community Based Instruction Trips, Fundriaser Items

Classroom supplies

Regina Emmons
Sponsor Name (Please Print)

Regina Emmons
Sponsor Signature

5/2/24
Date Submitted

2024-2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	Sept 24, Feb 25
Book Fair	Sept 24,Feb/Mar 25
Selling Airheads	Sept 24/ Feb 25
Crush Grams (soda for valentines day)	Feb 2025
Kona Ice	2024-2025
Snacks in Media Center	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from lost or damaged books, Income from Fundraisers, Grants

Expenditures (how the funds will be spent):

Books & Supplies,Equipment & Services,General Supplies,Subscriptions/Software

Prof Dev/Conf Registration & Travel, Tech/Media Instruction Supplies,Field Trips,Grants

Media Furnishings,Fundraising Items,Printing,Tech Equip & Repair,Member Dues

Student Incentives,Refunds,Speakers,Replace/Repair Lost Books & Equip, Periodicals

Christi Walters
Sponsor Name (Please Print)

Christi Walters
Sponsor Signature

Principal or Director Signature

02/03/24
Date Submitted

2024-2025
School Year

5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Athletics Project#: 805 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Adrenaline Text Message Fundraiser	2024-2025
Concession Stand	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Concessions, Approved Fundraisers, Income from fundraisers

Expenditures (how the funds will be spent):

Concession Workers/Supplies, Athletic Equipment/Supplies/Apparel, Fundraiser Items

Entry or Tournament Fees, First Aid Supplies, Fundraiser Items, Awards

Athletic Training Equipment/Supplies, Refunds, Conference Expenses

Lloyd Leep — Sponsor Name (Please Print)

5/02/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Art Club Project#: 921 Program#: 961-9(

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Class Fees for Materials- AP Studio $80	School Year
Sculpture I, II $40 Art I, II, III, IV $40,	
Crafts, Materials and Processes $30	
Architecture I, II $10 Mechanical Drawing I, II $10	
Art Club Dues- $40	School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Classroom Furniture, Professional Development,
NAEA Membership Dues, NAEA Honor Cords, Awards, Transportation, Art Show Entrance Fees
Competition Fees, Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa M Gutierrez
Sponsor Name (Please Print)

5-25-23
Date Submitted

23-24
School Year

Vanessa M Gutierrez
Sponsor Signature

Erin Kath 5/31/23
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS Library Media Acct Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fairs	Aug-May
Food Sales	Aug-May
Game Nights	Aug-May
Sticker Sales	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, lost book payments and fines

Expenditures (how the funds will be spent):

Books, book processing and promotion supplies, electronice equit for library media center subscriptions for ebooks, journals & newspapers, furniture & decor for media center, DVDs, conference fees and expenses for media directors

Karl Dowell and/or Kristi Starr — Sponsor Name (Please Print)

5/1/2024 — Date Submitted

24-25 — School Year

Kristi Starr — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Native American Club Project Code: 928 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	October & March
Food truck sale	November
Indian taco sale	September

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees

Expenditures (how the funds will be spent):

Food & supplies for club events

Graduation awards for seniors

Bailey Murrah
Sponsor Name (Please Print)

05/15/2023
Date Submitted

2023-24
School Year

Bailey Murrah
Sponsor Signature

Robin Keith 5/31/24
Activity Fund Custodian Signature

Amy Hill
Principal or Director Signature

Date of Board Approval

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Special Education Project Code: 937 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Cart for job training purposes	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, , snack sales, drink sales, candy sales

Expenditures (how the funds will be spent):

Snacks, drinks, candy, paper goods. The funds received will be used to purchase to replenish stock.

Cherie Miller
Sponsor Name (Please Print)

Cherie Miller
Sponsor Signature

Kathy Knowles
Principal or Director Signature

5/2/24
Date Submitted

Erin Keith 5/31/24
Activity Fund Custodian Signature

Date of Board Approval

24-25
School Year

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Special Olympics Project Code: 938 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Minute that Matters	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Competition entry fees, housing, registration fees, uniforms, tshirts, refreshments hats, screen printing, embroidery, fundraiser expenses, supplies.

Cherie Miller
Sponsor Name (Please Print)

5/2/24
Date Submitted

24-25
School Year

Cherie Miller
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Student Council Project #: 943 Site#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Pizza, Canes, Orange Leaf)	All school year
BEAST Week	August-March
Club Fees	August-October
Class Officer General FR	All school year

Other Sources of Revenue (income other than from fundraisers):

Donations, from businesses and families, restaurant nights, food trucks, flamingo flocking, merchandise sales.

Expenditures (how the funds will be spent):

BEAST Week (expenses and recipients). Fundraiser supplies. Student Council conferences and conventions. Student Council summer camps (BASIC & Advanced). Teacher Appreciation Week. Classroom equipment/storage. Student Scholarships. Election Runner.

Nick Hendricks — Sponsor Name (Please Print)

4/29/24 — Date Submitted

24-25 — School Year

Nick Hendricks — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Theatre Project Code: 945 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show tickets, show & program merchandise	all year (scattered)
show merchandise (state one act)	Sept-Oct
Princess Parties & costume sales	Once per quarter

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

decorations, awards, & food (for theatre events); show production costs; licensing and scripts; entry fees and travel for competitions; makeup kits; guest speakers & workshops; volunteer gifts, show & program merchandise

Emily Farnham — Sponsor Name (Please Print)

05/23/2023 — Date Submitted

2023-24 — School Year

Emily Farnham — Sponsor Signature

Kristin Kaiser 5/31/24 — Activity Fund Custodian Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 1

Fundraisers (selling items for a profit):

Description	Month Planned
Choir Fee	August 2024-May 2025
Freddy's Restaurant Night	August 2024
Show Choir Clinic	September 2024
31/31 Calendar Fundraiser	October 2024
Selling Advertising Space in Concert Program	October 2024
31/31 Calendar Fundraiser	December 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, music fees, individual audition and participation fees, individual trip payments, banquet fees

Expenditures (how the funds will be spent):

Music, accompaniment tracks, music folders, music storage boxes, pencils, accompanists, choreographer, musicians, teacher organization memberships (ACDA, NAfME), Tri-M Chapter renewal, uniforms, t-shirts, conference registration, audition fees (regional and state honor choirs), participation fees (regional and state honor choirs, Hennessey Choral Festival, OU YMVW),

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

4/23/24
Date Submitted

23-24
School Year

Stout/Easley
Sponsor Signature

Brian Keith 6/4/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 2

Fundraisers (selling items for a profit):

Description	Month Planned
Kansas Maid Frozen Pastries	November 2024
Mr. Mustang Competition	November 2024
Singing Valentine Grams	February 2025
Mustang 4th - 8th Grade Choir Festival	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

CONTINUED from page 1: choir contest entries (OSSAA), show choir entry fees, trip payments, fundraiser items, (Kansas Maid), hotels for all-state, banquet catering, senior awards, Tri-M awards

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

Stout/Easley
Sponsor Signature

Kathryn Knowles
Principal or Director Signature

4/23/24
Date Submitted

23-24
School Year

Activity Fund Custodian or CFO Signature 6/4/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Advanced Placement Project#: 951 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Testing Fees	Aug - May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Testing supplies, testing fees, classroom supplies for AP teachers, mileage, snacks/food/water for test days

Jennifer Robinson
Sponsor Name (Please Print)

4.29.2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Aeronautics Project Code: 952 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

	Description	Month Planned
1	Fees from outreach, STEM camps and career exploration activities for all ages	All Year
2	Selling tickets and merchandise	All Year
3	Entrance fees to MHS Aeronautic events	All Year
4	Selling food and Simulator Cam	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Club Dues, Grants,
Estore for Club and School Spirit Items
Ground School Fees

Expenditures (how the funds will be spent):

Food, drink, and snacks for club meetings. Awards. Travel expenses for career exploration with industry partners. Classroom and STEM event supplies, STEM equipment and repairs. Travel to Air shows. Competition and lodging fee Ground School & Flight Scholarships, Curriculum and FAA Exam Fees

Gary Knowles — Sponsor Name (Please Print)

05/~~23~~03/2024 — Date Submitted

24-25 — School Year

Gary W. Knowles — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathryn Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS BPA Project#: 954 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Make and sell Posters, Fat Heads, Plaques	August - May
Vinyl Stickers, 3-D Prints	August - May

Other Sources of Revenue (income other than from fundraisers):

Donations, Member dues, money collected from game / field trip tickets and T-shirts

Expenditures (how the funds will be spent):

T-shirts,Walmart,Amazonforsupplies,Food,OKCThunderandDodgerTickets.

Transportation, State and National Conference Registration.

Buisness Professionals of America (BPA) Promotional Materials and Supplies.

Bailey Carey — Sponsor Name (Please Print)

05/02/2024 — Date Submitted

2024-2025 — School Year

Bailey Carey — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: MHS Debate Project#: 956 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	Oct - Dec
Bake Sale	Aug-May
3D Printed Items	Aug-May
Debate Night Tickets	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Funds will be used to cover OSSAA required registration fees for students who need help covering those fees. Funds will also be used to purchase supplies including legal pads, pens, file boxes & files, printer supplies. Funds may also be used for Districts & National Tournaments if students were to advance to that level of competition.

Thomas Teague — Sponsor Name (Please Print)

5/25/2023 — Date Submitted

2023-2024 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Eco Club Project#: 958 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, club fees

Expenditures (how the funds will be spent):

Beautification project(s)

Kelly Noble — Sponsor Name (Please Print)

5/2/24 — Date Submitted

2024-2025 — School Year

Kelly Noble — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Esports Project#: 959 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	October

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Equipment, materials

Corey Weidner
Sponsor Name (Please Print)

5/1/2024
Date Submitted

2024 - 25
School Year

Corey Weidner
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: FCCLA Project#: 960 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Valentine's Crush Soda Sales	February

Other Sources of Revenue (income other than from fundraisers):

Donations, membership dues, FCCLA event fees.

Expenditures (how the funds will be spent):

attending FCCLA conferences, events and leadership activities

monthly meeting supplies and refreshments

travel costs and transportation

Marinda Cox — Sponsor Name (Please Print)

05/01/2024 — Date Submitted

2023-2024 — School Year

Marinda Cox — Sponsor Signature

Kathy Knowles — Principal or Director Signature

Kim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang FFA Title: Ag/FFA Project#: 961 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Meat Sales	September/January
Ag Sales	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Reimbursments for FFA Jackets, Ties and Scarves. Reimbursements for camps, leadership opportunities. FFA Fees.

Expenditures (how the funds will be spent):

FFA Banquet, meal and awards. State FFA Convention registration, rooms. National FFA Convention, registration, rooms. Shop Supplies. Greenhouse Supplies. Classroom Supplies. Showbarn Supplies. Chapter t-shirts. Guest Speakers. Teachers Breakfast. FFA Meeting Supplies.

Conway, Stevens, and Symes — Sponsor Name (Please Print)

4/30/24 — Date Submitted

~~25-26~~ 24/25 — School Year

Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Industrial Arts (Woodworking) Project#: 963 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Woodworking Class Fees, Governers Gavels

Expenditures (how the funds will be spent):

Wood, tools, supplies needed in woodshop classroom

Justin Lindsay
Sponsor Name (Please Print)

4/29/24
Date Submitted

24-25
School Year

Sponsor Signature

Erin Kaitz 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: JROTC Project#: 964 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Century Resources	November 2024
World's Finest Chocolate	Aug-Dec 2024
Snap Raise	October 2024
Car Wash	September 2024
Cadet Ball	April 2025
T-Shirts	Aug-Dec 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees for Uniforms, Competition Entry Fees,

Expenditures (how the funds will be spent):

Travel Expenses, Uniforms & Uniform Items, Cadet Awards, Competition Expenses

Fundraising Supplies, Office Supplies

David Walker — Sponsor Name (Please Print)

6/5/2024 — Date Submitted

2024 - 2025 — School Year

David G. Walker — Sponsor Signature

Activity Fund Custodian or CFO Signature

6.5.24 — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Junior Class/Prom Project#: 965 Program#: 965

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Prom Ticket Sales	March-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Construction Materials, Landscaping, Decorations, Transportation, Insurance, Facility Rental, DJ, Lighting Company, Project Graduation, Catering Balloons, Prom Workers, Party Favors

Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa McIntire
Sponsor Name (Please Print)

5-25-23
Date Submitted

23/24
School Year

Vanessa McIntire
Sponsor Signature

Bill Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Key Club Project#: 966 Program#: 900

☐ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
World's Finest Chocolate Fundraiser	January

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees

Expenditures (how the funds will be spent):

Club shirts, Ledcon attendance, Socials, Food Pantry,

Lillie Syverson
Sponsor Name (Please Print)

5-1-24
Date Submitted

23-24
School Year

Lillie Syverson
Sponsor Signature

Kathy Knowles
Principal or Director Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Multicultural Club Project#: 967 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirts	Aug-May
Membership Dues	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, fees for feild trips

Expenditures (how the funds will be spent):

Refreshments, supplies & decor for club meetings, socials, guest speakers & cultural feild trips

TBD
Sponsor Name (Please Print)

5-31-24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Kathryn Knowles
Principal or Director Signature

Date of Board Approval

977

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Musical Project Code: 968 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show mechandise	(Dec-March
tickets	
student participation fee	(Nov-Jan)

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

equipment rentals and purchases, licensing, production costs, staffing fees, food for rehearsals/shows

Emily Farnham
Sponsor Name (Please Print)

05/23/2023
Date Submitted

2023-24
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Mustang HS NHS Project Code: 969 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Member fees	August-May
T-Shirt Sales	September-Dec.
State Convention	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Fees- Supplies, decorations, prizes, awards, and food for induction and socials

General office supplies, yearly state and national dues, officer pullovers

T-Shirt Sales- To purchase t-shirts

State- Travel, registration, organization, food, subs,and decorating for NHS State

Olivia Bennett
Sponsor Name (Please Print)

04/30/2024
Date Submitted

24-25
School Year

Olivia L Bennett
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Scholarship Fund Project#: 972 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Scholarships, Conference/Registration Fees for STEM Students

Jason Limke
Sponsor Name (Please Print)

5/1/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Spanish National Honor Project#: 975 Program#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts	Jan - March
Cultural Products	Sept - April
Chocolate	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations,
Member Dues

Expenditures (how the funds will be spent):

Fundraiser cost, party supplies, spirit / pride expenses, toy drives, awards, guest speakers, food, decorations, logo attire, mileage reimbursement, workshop/convention fee due to mandatory membership to AATSP, community service projects.

Maria Mitchell
Sponsor Name (Please Print)

05/02/2024
Date Submitted

2024/2025
School Year

Maria Mitchell
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Technology Ed Project Code: 976 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Mondays	Aug- May
Concessions/Food Sales	Aug - May
Chocolate Bars	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Grants, Restaurant Nights, Corporate Sponsorships and club fee($20)

Expenditures (how the funds will be spent):

Supplies and equipment, team uniforms, promotional/outreach supplies, contest fees, travel expenses, fundraising expenses

Jessica Holman — Sponsor Name (Please Print)

04/29/2024 — Date Submitted

23/24 — School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Video Club Project#: 977 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Making senior/student videos	Aug-May
Bake Sale	Aug-May
Pick a day calendar	Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Technology equipment

Kerry Shuck — Sponsor Name (Please Print)

5/1/24 — Date Submitted

24-25 — School Year

Sponsor Signature

Brian Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathryn Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Work Adjustment Training Project Code: 978 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Monthly funds through DRS (Dept of Rehab Services)

Expenditures (how the funds will be spent):

Classroom transition curriculum, office supplies/equipment.

Cherie Miller — Sponsor Name (Please Print)

5/2/24 — Date Submitted

24-25 — School Year

Cherie Miller — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Mustang Transition Academy Project#: 980 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Popcorn	Aug-May
Drink/Snack Cart	Aug-May
Staff Lunch	Aug-May
	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, contracts

Expenditures (how the funds will be spent):

Supplies & equipment for classroom use, fundraisers and social events such as food, laundry & cleaning supplies.

TBD
Sponsor Name (Please Print)

5/2/2024
Date Submitted

24-25
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Sponsorships/Donations Project#: 803 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Athletic Sponsorships/ Advertisements	July 2024
Athletic Apparel Sales	July 2024
Pride Night	August 2024
Hall of Fame Banquet	August 2024

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Event Hospitality, Hall of Fame Banquet, Holiday Classic Basketball Tournament, Professional Development, Live Stream Production, Awards, Equiptment, Uniforms, Etc.

Tiffany Thompson — Sponsor Name (Please Print)

4/1/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: General/ Gate Revenue Project#: 801 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Golf Tournament	October 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Entry Fees, Gate Revenue and Reimbursement from OSSAA.

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Officials, Entry Fees, Security, Event Workers, Field Maintenance, Facility Maintenance,
Uniforms, Equiptment, Etc.

Tiffany Thompson	4/1/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Athletics Trainers Project#: 810 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Physical Day	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Medical Supplies and Equipment needed for student athletes, Event Workers, Professional Development, Uniforms, Etc.

Tiffany Thompson — Sponsor Name (Please Print)

4/1/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma - 115 Title: LE Leaders (Counseling) Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness T-Shirts	Jan 25 - May 25
Beast Week	Jan 25 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, Dues

Expenditures (how the funds will be spent):

Student Food, Rewards, Technolgy Supplies, Testing/Student Incentives

Student Safety Equipment, Curriculum, Paper Goods, TShirts, Guest Speakers

Jeremy Younkin
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024-25
School Year

Jeremy Younkin
Sponsor Signature

Bari Kuth 5/31/24
Activity Fund Custodian or CFO Signature

Shawna Carter
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma -115 Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Club	Aug 24 - May 25
Student Art Fees	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Dues for Art Club and fees for art

Expenditures (how the funds will be spent):

Classroom Art Supplies, Educational Resources, Awards/Recognitions, Workshop Fees, Furniture, Cleaning Supplies, Teachnology

Amy Leochner	5/3/24	2024-25
Sponsor Name (Please Print)	Date Submitted	School Year
Amy Leochner	Erin Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Shawna Carter		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma - 115 Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	Ocotober 1-8, 2024
Birthday Club	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Lost/Damaged Books, Grants, Book Fines

Expenditures (how the funds will be spent):

Books/Subscriptions, Media Instruction Supplies, Furniture/Equipment
Speaker Fees, Refunds, Technology Supplies, Staff Workshops, Refreshments,
Audio/Visual Materials

Brandy Wauters — Sponsor Name (Please Print)

5/3/24 — Date Submitted

2024-25 — School Year

Brandy Wauters — Sponsor Signature

Jim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Shawna Carter — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fall Student Pictures	September 24
Robotics	Aug 24 - May 25
Spring/Group Pictures	Spring 2025
Yearbooks	Sept 24 - May 2025
Santa Pics	Dec 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees Books Orders, Commission

Expenditures (how the funds will be spent):

Student Incentives (food/prizes), Books. All Technology related equipment and supplies

Dues & Fees, T Shirts, Office Supplies, Refunds, Playground / PE Equipment, Awards

Classroom Supplies, Transportation Fees, Speaker Fees, Parent/Student

Refreshments, Student Store Expenses

Anita Stuckey — Sponsor Name (Please Print)

5/3/24 — Date Submitted

2024- 2025 — School Year

Anita Stuckey — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Shawna Carter — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Wishes	Aug 24 - May 25
Car Tags	Aug 24 - May 25
Snacks	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Vending Machines, Fees

Expenditures (how the funds will be spent):

Playground Materials, Workshops, Staff Food/Beverages, Paper Products

Magazines, Furniture, Technology (printers, computers. etc) Nameplates

TShirts, Flags, Office Supplies, Vending Machine Supplies, Cleaning Supplies,

Books, Flowers, Travel Expenses, Motivational Speakers, Classroom Supplies

Anita Stuckey
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024- 2025
School Year

Anita Stuckey
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/3/24

Shawna Carter
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Recorders	Aug 24 - May 25
TShirts (Honor Choir)	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Instruments, Music, Classroom Teaching Supplies, Tshirts, Costume Rental,
Equipment/Equipment Repair, Furniture, Contest Fees, Refreshments,
Recorders

Anita Stuckey	5/3/24	2024- 2025
Sponsor Name (Please Print)	Date Submitted	School Year
Anita Stuckey	Erin Kaiser 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Shawna Carter		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Trails Title: Principal Project#: 931 Program#: 931

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Please see attached document	

Other Sources of Revenue (income other than from fundraisers):

Donations, collecting field trip monies, collecting fees for robotics, t-shirt sales, collecting money
Scholastic News subscriptions

Expenditures (how the funds will be spent):

t-shirts, office supplies, Robotics competition/fees/supplies, curriculum, Scholastic renew
food items for staff, snacks foe students, buses for field trips, staff gifts, testing supplies, field trip
awards, substitute reimbursement, fundraiser supplies, care/upkeep of ground, professional
development, cleaning supplies, technology, books, travel expenses

Lindsey Coffey — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

ACTIVITY	FUND 931 SITE 120
FUNDRAISER	MONTH PLANNED
Scholastic News 2nd/3rd grade	August-December
1st grade candy cane sales	December
Robotics Club	All year
Tom Jackson Photography (fall photos)	September
District Shirts	September
Kinder Orr Family Farm trip fees	October
4th grade bowling field trip fees	November
Yearbook profit	All year
Readathon	Spring semester
Snack sales for Readathon	Spring semester
3rd grade field trip to Thunder game fees	February-March
Tom Jackson Photography (group/spring photos)	Spring semester
Beast week	February-March
PreK tshirt sales	March/April
4th grade t-shirt sales	March/April
4th grade field trip to Science Museum	May
2nd grade field trip to Science Museum	April

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Trails Title: MEDIA Project#: 927 Program#: 927

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Book Club	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, lost or damaged book fees

Expenditures (how the funds will be spent):

Smart board items, projector parts, toner, books book repair cost, miscellaneous office supplies, professional development, student prizes/rewards, book fair, technology, cleaning supplies travel expenses, substitute reimbursement

Lindsey Coffey — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: STAFF Project#: 931 Program#: 940

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Staff meals, staff treats, staff appreciation, professional development, technology, staff travel expenses

Lindsey Coffey — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: STUDENT COUNCIL Project#: 943 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Miscellaneous prizes for mystery bags, poster boards, snacks, paper

Jessica Dixon — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Jessica Dixon — Sponsor Signature

Erin Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

James Hobson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: ART Project#: 921 Program#: 921

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Fee	All Year
Smencil Sales	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art Supplies, Smencils, clay, paper, technology, professional development, student prizes/rewards

Jessica Quintero — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Jessica Quintero — Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Trails Title: Drug Free Club Project#: 923 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness Shirts	Feburary

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Counseling supplies (paper, fidgets, folders) SEL literature, School Counseling conferences professional development, travel expenses, student prizes/rewards, technology

Tammy Brown	05/03/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Tammy Brown	Brian Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Jamie Hosky		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: SPECIAL ED Project#: 937 Program#: 937

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, technology, curriculum, student prizes/rewards

Malinda Elliott — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: HONOR CHOIR Project#: 946 Program#: 946

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Little Caesar kit sales	November-December

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Instruments, music books and curriculum, classroom supplies, professional development

student prizes/rewards

Hope Meek — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: PE Project#: 930 Program#: 930

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Gym equipment, student rewards/prizes, professional development, office supplies

Christin Gelso
Sponsor Name (Please Print)

Christin Gelso
Sponsor Signature

Jamie Hasty
Principal or Director Signature

05/03/2024
Date Submitted

2024-2025
School Year

Robin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Smencil sales	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art supplies

Smencil purchases

Kaci Boothby
Sponsor Name (Please Print)

5/3/2024
Date Submitted

24-25
School Year

Kaci Boothby
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Leah Anderson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness Week Tshirt sales	Jan-Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Curriculum

Supplies

Tshirts

Denise Hershey — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Denise Hershey — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fairs	Oct and Feb/Mar
Sucker sales	Oct and Feb/Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books

Supplies

Terri Story	5/3/2024	24-25
Sponsor Name (Please Print)	Date Submitted	School Year
Terri Story	Brian Kaiser 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Leah Anderson		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Field trips	Sept-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PE/Gym Supplies

Bailey Head/Brandy Sparks — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

B Head — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Principal's/Main Account Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Field trips	Year long
Yearbooks/Photos	Year long
Santa Photos	Nov/Dec
Tshirt sales	Sept-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies	Beast Week FR items	Refunds
Curriculum	Tshirts	
Testing Snacks	Awards	
Substitutes	Field trip ticket purchases	

Leah Anderson/Katy Lindsey — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Katy Lindsay — Sponsor Signature

Erin Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt sales	Sept-Apr

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Robotics supplies

Curriculum

Tshirts

Leah Anderson
Sponsor Name (Please Print)

5/3/2024
Date Submitted

24-25
School Year

Leah Anderson
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Leah Anderson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Special Olympics/Speds Project#: 937 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
	Aug-Apr

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Transportation

Tshirts

Food items

Classroom supplies

Bridget Carr — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt sales	Sept-Apr
Snow Cone Sales	Monthly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Awards

Gifts

Tshirt

Snacks/Refreshments

Katy Lindsey — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Katy Lindsey — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Musical Instruments	Aug-Apr

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Music supplies

Megan Crews — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Megan Crews — Sponsor Signature

Kim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MEC Title: Staff/Pre-K Project#: 940 Program#: 951

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Hut Night	September
McTeacher's Night at McDonald's	February/March
Popcorn	August thru May
T-Shirt Sales	August thru May
Hat Day	August thru May

Other Sources of Revenue (income other than from fundraisers):

Donations, picture commissions, book orders, student activity apparel, field trip fees, and student vending commission.

Expenditures (how the funds will be spent):

Student awards, learning materials, refunds, classroom supplies and furniture, decor, school beautification improvements, flowers for recognition and awards, parent/student refreshments, assembly entertainment, incidental supplies, technology equipment/supply, bus driver & mileage, and playground equipment.

Carie Allen — Sponsor Name (Please Print)

05/06/24 — Date Submitted

2024-2025 — School Year

Carie Allen — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

1014

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MEC Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Hut Night	September
McTeacher's Night at McDonald's	February/March
Popcorn	August thru May
T-Shirt Sales	August thru May

Other Sources of Revenue (income other than from fundraisers):

Donations, picture commissions, book orders, student activity apparel, field trip fees, and student vending commission.

Expenditures (how the funds will be spent):

Student awards, learning materials, refunds, classroom supplies and furniture, decor, school beautification improvements, flowers for recognition and awards, parent/student refreshments, assembly entertainment, incidental supplies, technology equipment/supply, bus driver & mileage, and playground equipment.

Carie Allen — Sponsor Name (Please Print)

05/06/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MEC Title: Principal/Pre-K Project#: 931 Program#: 951

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Orange Leaf	October thru May
Popcorn and Pizza	August thru May

Other Sources of Revenue (income other than from fundraisers):

Donations, staff generated vending proceeds.

Expenditures (how the funds will be spent):

Student awards, staff gifts, food, beverage, materials and supplies for meetings, recognitions, fundraiser supply and expenses, T-shirts, motivational speakers, flowers, landscaping, office and technology supplies, travel expenses, mileage, all expenses necessary and directly beneficial for MEC.

Carie Allen
Sponsor Name (Please Print)

05/06/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Activity Project Code: 931 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Cherrydale	Fall
Big Kahuna - chocolate	February
FS class Coffee Cart	All year
FS Pancake Breakfast	April

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trips

Expenditures (how the funds will be spent):

Classroom & School wide resources, material supplies, school/office/nurse supplies,
Conferences, Facutly team building, teacher and staff incentives, technology
snacks, shirts and gifts, fundraiser supplies

Jennifer Dykes
Sponsor Name (Please Print)

4/8/24
Date Submitted

24-25
School Year

Jennifer Dykes
Sponsor Signature

Jennifer Dykes
Activity Fund Custodian Signature

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Staff expenses Project Code: 940 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
See attachment	

Other Sources of Revenue (income other than from fundraisers):

Donations, car tags replacements

Expenditures (how the funds will be spent):

Classroom & School wide resources, material supplies, school/office/nurse supplies, Conferences, fundraiser supplies, faculty team building, faculty incentives, technology student reward and incentives, faculty food and gifts

Jennifer Dykes
Sponsor Name (Please Print)

4/6/24
Date Submitted

24-25
School Year

Jennifer Dykes
Sponsor Signature

Jennifer Dykes
Activity Fund Custodian Signature

Brian Keith 5/31/24

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

Purpose of Activity Fund Account attachment

Centennial Staff expenses Account
Project 940
Site 135

Description	Month
Shirt	All year
Yearbook	All year
Snow Cones	All year
Fall Carnival	October
Pictures Fall/Spring/Grad	October/February
Sucker	All year
Winter Showcase	December
Popcorn	All year
Food truck	All year

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial PE Project Code: 990 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Bedlam Beads	October
Shirts	Fall/Spring

Other Sources of Revenue (income other than from fundraisers):

Donations, PE fees, skatetime fees, bowling fees, shirts

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies, fundraiser supplies, PE supplies, student reward and incentives, archery supplies shirts, skatetime fees, bowling fees

Cathy Cornelius
Sponsor Name (Please Print)

4/8/24
Date Submitted

24-25
School Year

Cathy Cornelius
Sponsor Signature

Activity Fund Custodian Signature

Brie Kaiser 5/31/24

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Art Project Code: 921 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Marcos decorate pizza box	October
Smencils	all year

Other Sources of Revenue (income other than from fundraisers):

Donations, Art fees

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
fundraiser supplies, Art supplies, student reward and incentives

Tina Frost — Sponsor Name (Please Print)

4/5/24 — Date Submitted

24-25 — School Year

Tina Frost — Sponsor Signature

Jennifer Dykes — Activity Fund Custodian Signature

Erin Kath 5/31/24

Jennifer Hodde — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial counseling Project Code: 923 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness shirts	January

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,

Conferences, fundraiser supplies, technology, student reward and incentives

Counseling resources

Amanda Warner
Sponsor Name (Please Print)

4/5/24
Date Submitted

24-25
School Year

awarner
Sponsor Signature

Activity Fund Custodian Signature

Brian Kaiser 5/31/24

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Robotics Project Code: 932 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics fees and shirts	all year

Other Sources of Revenue (income other than from fundraisers):

Donations, robotics fees, shirts

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
fundraiser supplies, Robotics supplies, student reward and incentives, shirts
Competition fees

Amy Nateway
Sponsor Name (Please Print)

4/3/24
Date Submitted

24-25
School Year

Amy Nateway
Sponsor Signature

Activity Fund Custodian Signature

5/31/24

Jennifer Todd
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Media Project Code: 927 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	Fall/spring
Birthday Book Club	All year
Snack Bags	October/April

Other Sources of Revenue (income other than from fundraisers):

Donations, library fines

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
Conferences, fundraiser supplies, technology, books, media supplies
student reward and incentives,

Cheryl Harrison
Sponsor Name (Please Print)

4-4-24
Date Submitted

24-25
School Year

Cheryl Harrison
Sponsor Signature

Activity Fund Custodian Signature

5/31/24

Jennifer Hoddo
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Music Project Code: 946 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Music fees, recorders

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
fundraiser supplies, Music supplies, student reward and incentives
,

Whitney Kirkwood
Sponsor Name (Please Print)

4/8/24
Date Submitted

24-25
School Year

Sponsor Signature

Jennifer Dykes
Activity Fund Custodian Signature

Brian Keith 5/31/24

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Archery Project#: 920 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Archery Fee	Oct/Nov
Archery Shoot-A-Thon	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, archery shirts

Expenditures (how the funds will be spent):

PE supplies, sub repay, archery tournament fees

Diana McElroy
Sponsor Name (Please Print)

4/15/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/21/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Smecils	All Year
Lollipops	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, art club fee

Expenditures (how the funds will be spent):

art supplies, classroom supplies, fundraiser items

Cheyenne Woodward
Sponsor Name (Please Print)

Cheyenne Woodward
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
GATE business project	Dec/May
Kindness Shirt	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

testing supplies, class supplies, counselor's corner supplies,furniture

Lasha Claborn
Sponsor Name (Please Print)

Lasha Claborn
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook	All Year
Bookfairs	Oct/Mar

Other Sources of Revenue (income other than from fundraisers):

Donations, Book fines

Expenditures (how the funds will be spent):

books, media center supplies, furniture, technology

Rachel Ross
Sponsor Name (Please Print)

Rachel Ross
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dodgeball Tournament	Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PE Supplies, Sub Repay

Diana McElroy
Sponsor Name (Please Print)

04/15/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student Fee	All Year
Replacement Car Tags	All Year
Level Up Monetary donation fundraiser	Sept
Yubbler Online School Supplies	June - Aug
Academic Team Snack fundraiser	All Year
See Attached Form	

Other Sources of Revenue (income other than from fundraisers):

Donations, Tshirts, field trip fees, BEAST week

Expenditures (how the funds will be spent):

Class supplies, offfice supplies, student rewards, furniture, curriculum, PLC, sub repays transportation repay, student dismissal system, decor, field trips, Sam's Club membership OAAC registration, student snacks, technology supplies, workshops, shirts, celebration supplies, BEAST week supplies

Dawn Clarke
Sponsor Name (Please Print)

Dawn Clarke
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

Description	Month Planned
Academic Team Fee	Sept - Oct
Jump Force Fee	Oct - Dec
Horizon Shout Out	All Year
Agendas	All Year

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotic Fees	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Tshirts

Expenditures (how the funds will be spent):

Class supplies, student rewards, registrations, robotic supplies, student meals, EOY celebration

Cherish Buel
Sponsor Name (Please Print)

Cherish L Buel
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Spec Ed Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Teacher snack cart	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, field trips

Expenditures (how the funds will be spent):

CBI field trips, classroom supplies, generation genius subscription, student rewards

Monica Trail
Sponsor Name (Please Print)

4/15/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Trucks	All Year
Paint Night	TBD
Fall/Spring Pictures	Sept/Feb
Kona Ice	All Year
Orange Leaf	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

food, teacher gifts, staff shirts

Dawn Clarke
Sponsor Name (Please Print)

Dawn Clarke
Sponsor Signature

Dana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Hulk Fee/Tshirts	Apr/May

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees

Expenditures (how the funds will be spent):

classroom supplies, student rewards, EOY celebration supplies, sub repay, field trips transportation repay, decor for special events, HULK meals

Ginger Davis
Sponsor Name (Please Print)

Ginger Davis
Sponsor Signature

Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Vocal Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Vocal Donation Drive	Sept
Lollipops	All Year
Choir Fees	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees, choir fees

Expenditures (how the funds will be spent):

NAFME membership, competition registrations, hotel fees, transportation fees, music sheets

classroom supplies, student meals, student rewards, field trip expenses, shirt, workshops

lollipops, OAKE membership

Tanner Aubrey
Sponsor Name (Please Print)

Sponsor Signature

Diana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project #: 940 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Sales	All School Year
Orange Leaf	All School Year
Food Trucks	All School Year
Concessions	All School Year
Snow Cones	All School Year
T-Shirt Sales	Aug - Dec

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Shirts, Equipment, Repairs on Equipment, Supplies, Parent Teacher Conference

Meals, Conference Fees, Staff Recognition Awards

Ramae Collins
Sponsor Name (Please Print)

4.8.24
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project#: 940 Program#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Morsey Sticker/Magnet Sale	All Year
Hat Day	All Year
Field Day	Fall & Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Ramae Collins
Sponsor Name (Please Print)

4.08.2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Keith 5/3/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: SpecEd Funct. Skills Project Code: 935 Site #: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Baked Potato Bar, Candy Sales)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Classroom Supplies, Food, Field Trip Costs, Transportation

Gina Basco
Sponsor Name (Please Print)

4/5/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Kamel Collins
Principal or Director Signature

Date of Board Approval

Revised: 2/17/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Scholastic Academic Team Project #: 919 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Sales	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Memberships, Competition Fees, Equipment, Repairs on Equipment, Supplies for Equipment, Transportation

Hannah Naff
Sponsor Name (Please Print)

04/04/24
Date Submitted

2024-2025
School Year

Hannah Naff
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Theatre Project #: 945 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Gate Entry for Theatre Play	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Costumes, Food, Decorations, Classroom Supplies, Start-up Funds, Scripts, Royalty Fees,
Set Pieces, Furniture, Props

Teri Hood
Sponsor Name (Please Print)

Teri Hood
Sponsor Signature

Kamae Collins
Principal or Director Signature

4/4/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Vocal Project #: 946 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Calendar Drive	Sept - Oct
T-Shirts	Sept - Nov
Frontier City/Day of Choirs	March - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts, Fees, Uniforms, Music

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Fees, Hotel Rooms, Music, Transportation, Tickets to Frontier City, Equipment, Repairs on Equipment, Supplies for Equipment

Sarah Green — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Sarah Green — Sponsor Signature

Toni Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Ramae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Student Council Project #: 943 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt of the Month	All School Year
Membership Shirts	August
BEAST Week	November - March
Concessions	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Food, Staff Gifts, Shirts, Banners, Student Awards

Hannah Courtney
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Leadership/STRIVE Project #: 925 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dances	All School Year
Fill The Bus	Oct - Jan
Talent Show	March - April
Concessions	All School Year
T-Shirts	Aug - Sept

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Conference Fees, Decorations, Hotel Rooms, Transportation

Sarah Green
Sponsor Name (Please Print)

4/1/24
Date Submitted

2024-2025
School Year

Sarah Green
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Lorna Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Skills for Living Project #: 934 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Bar	All School Year
Cookie Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Food for Food Labs, Sewing Materials, Equipment, Repairs on Equipment, Supplies for Equipment, Classroom Decor & Supplies

Jennifer Morris — Sponsor Name (Please Print)

4/8/24 — Date Submitted

2024-2025 — School Year

Jennifer Morris — Sponsor Signature

Erin Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Kami Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Principal Project #: 931 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	All School Year
T-Shirt Sales	Aug - Dec
Student Fees	All School Year
Yearbook	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom/Office Supplies, Food, Fees, Shirts, Awards, Equipment, Repairs for Equipment, Supplies for Equipment, Gifts, Hotel Rooms, Transportation, Banners, Paper Goods, Utensils, Cleaning Supplies, Food Trucks, Yearbook Costs, Technology, Action Shots for Yearbook

Ramae Collins
Sponsor Name (Please Print)

04/08/2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Athletics Project #: 807 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fall Sports Text/Email Blast	Aug - Oct
Winter Sports Text/Email Blast	Nov - Feb
Spring Sports Text/Email Blast	March - April
JV Basketball Festival Entry Fee	Nov - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Concession Revenue, Reimbursement for Lost or Damaged Uniforms

Expenditures (how the funds will be spent):

Concessions Worker Pay, Concessions, Concession Start Up, Coaches Equipment, Uniforms, Supplies, Reward Lunches, Sports Equipment, Athlete Shirts, Transportation, Appliances, Gifts, Building Security Accessories, Field Maintenance

Chris Sawyer
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamar Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Media Project #: 927 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Library Snack Store	All School Year
Book Fair #1	September
Book Fair #2	Febrary
Eraser Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, Shelving Materials, Furniture, Games, Paper, Poster Maker, Equipment

Purchases, Equipment Repairs and Supplies

Mandy Sawyer — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Mandy Sawyer — Sponsor Signature

Erin Keith 5/3/24 — Activity Fund Custodian or CFO Signature

Kamae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Band Project #: 922 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band-A-Palooza	Aug - Sept
T-Shirts	Sept - May
LOMA Raffle for Cash	January - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Lost or Broken Instruments, Music, Reeds, Shirts, Books, Fees, Rentals, Band Supplies

Expenditures (how the funds will be spent):

Music Coaches/Lessons, Awards, Accompanist, Classroom Supplies, Transportation, Instrument repairs, Gifts, Shirts, Food, Subscriptions, Music, Fundraiser Rewards

Craig Amendt
Sponsor Name (Please Print)

4/5/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Brian Carter 5/31/24
Activity Fund Custodian or CFO Signature

Tomae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Archery Project #: 920 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts and Sweatshirts	Sept - Dec
Tournament	Dec - Feb
Shoot-A-Thon	Dec - Feb
Candy Sales	Sept - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Dues

Expenditures (how the funds will be spent):

Archery Supplies, Conferences, Travel, Uniforms, Food, Awards

Karen Bridges
Sponsor Name (Please Print)

04/04/2024
Date Submitted

2024-2025
School Year

Karen Bridges
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Kamae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Athletics Project#: 806 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drives for each sport	All Year
Spirit Gear	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, athletic admissions, entry fees, concessions

Expenditures (how the funds will be spent):

approved fundraiser expenses, athletic equipment/gear/supplies, uniforms, concession supplies, registration/entry fees, reimbursements, refunds, awards, officials, security/gate workers, metro-conference expenses/fees, travel expenses, change bags

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: ELA Project#: 924 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	April-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, online educational resources, program licenses, expenses of approved fundraisers, books, audiobooks, rewards/incentives for students, subscriptions

Tonia Smith
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Tonia Smith CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Leadership Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	July - May
BEAST Week T-shirts	August - May
BEAST Week Activities (various)	August - May
Schoolwide Dances (entry fees & concessions)	October - February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, refreshments for meetings, school-wide activity & assembly supplies, school improvement initiatives, donations, student recognition, field trip expenses, community service projects, transportation costs

Rhoda Swan
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Rhoda Swan
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Math Project#: 926 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	Oct-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, calculators, online educational resources, program licenses, expenses of approved fundraisers, rewards/incentives for students, subscriptions

Cindy Killebrew
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Sales	Aug-May
Book Fairs	Sept & Feb
School Pictures	Aug & Mar
Button Sales	All Year
T-Shirt Sales	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, late book fees

Expenditures (how the funds will be spent):

Books, audiobooks, playaways, ebooks, databases, library supplies, technology for library online subscriptions, incentives/rewards for students/staff, games, furniture, book subscriptions, equipment, hardware/improvement materials, refreshments, conference fees, professional dues, travel expenses, author visits, fundraiser expenses

Jaclyn Giammario
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student fees	All School Year
Yearbook sales	All School Year
T-Shirt sales	July-Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Classroom/office supplies, food, fees, approved fundraiser expenses, awards, equipment, technology, tech repairs, gifts, travel expenses, building furniture, refunds, school improvement, PD expenses, fieldtrips, student incentives/rewards, media supplies, digital licenses, online educational resources, parent conference staff meals, staff stipends for extra duty responsibilities

Christy Bradley
Sponsor Name (Please Print)

Christy Bradley
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Outdoor Education Project#: 931 Program#: 929

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drive	Oct - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, allocations from Project 931

Expenditures (how the funds will be spent):

class supplies (archery equipment, fishing supplies, fish tank supplies), equipment

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Robin Griffith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student Fees	Aug-Dec
3-D Printer Product Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Entry fees, supplies/equipment, online resources/licenses, food, travel expenses, t-shirts

Rhoda Swan
Sponsor Name (Please Print)

Rhoda Swan
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Science Project#: 933 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack/Candy Sales	Sept-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Teaching aides and equipment, approved fundraiser expenses, Science Fair/Olympiad supplies, awards, field trip fees, guest speaker fees, entry fees, lab expenses, digital resources, online licenses

Kelly Nixon
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Kelly D Nixon
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

1060

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Functional Skills Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Staff Lunch Sales (Baked Potatos, Taco Salad, etc)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, CBI trip expense, entry fees, food, classroom supplies/ equipment/furniture, student incentives/rewards

Alexis Chaffee
Sponsor Name (Please Print)

Alexis Chaffee CB
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Vending in gym hallway	All School Year
Spiritwear sales	July-Jan
Food Trucks/Pizza/Orange Leaf/Snow Cones	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Spiritwear, equipment, supplies, food, parent conference staff meals, staff recognitions, conference fees, technology, approved fundraiser expenses, supplies for meetings

Christy Bradley
Sponsor Name (Please Print)

Christy Bradley
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Spiritwear Sales	July-January
Food Trucks for staff	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Staff recognitions, food, drinks, approved fundraiser expenses, supplies for meetings, supplies for meals, teachers/classroom supplies

Jennifer Joy
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Jennifer Joy
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Grams	Jan-Feb
StuCo T-Shirts	July-January
BEAST Week Activities	August-March
BEAST Week T-Shirts	August-March
Schoolwide Dances (entry fees & concessions)	October & February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

approved fundraiser expenses, refreshments/supplies for StuCo activities, school improvement initiatives, community service projects, transportation costs, candy/snacks for school activities and recognitions, fieldtrip expenses

Christy Bradley
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Christy Bradley
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Theatre Project#: 945 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Ticket sales to play productions	Apr/May

Other Sources of Revenue (income other than from fundraisers):

Donations, field trip fees, dues

Expenditures (how the funds will be spent):

play royalty fees, scripts, director book, curriculum, student refreshments/meals, costumes, props, flats, materials to build props & set design, classroom supplies, field trip/travel expenses, technology, software

Ian Eastland
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Singapalooza Donation Drive	Oct-Nov or Feb-March

Other Sources of Revenue (income other than from fundraisers):

Donations, audition fees, contest entry fees, travel expense fees, field trip fees

Expenditures (how the funds will be spent):

printed/recorded music, competition/audition fees, student rewards/incentives, hotel/travel expenses, reimbursements, field trips, refunds, uniforms, clinician fees, classroom supplies, technology, software, instruments, accompanist fees, approved fundraiser expenses, professional memberships, choreograph fees, instrument repairs

Megan Deister
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Megan Deister CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Staff Account Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Spirit Items, School Club Items, School Dance	2024-2025
Student Fee, Yearbook, Entry/Admission Fees	2024-2025
Concessions, Snocones, 1/2 Court Shots	2024-2025
Resale of Food Items - Sandwiches, chicken, pizza etc	2024-2025
Restaurant Giveback - % of sales for a specific time period	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Activity Apparel, Approved Fundraisers, Field Trip Fees,
Vending Machine Commissions, Awards, Student Agendas, Reimbursement of expenses

Expenditures (how the funds will be spent):

Student/Office/Teacher Supplies, Entry fees for clubs & organiziations, Books,Furniture
Student Incentives,PD/Conferences,Bus Mileage/Driver,Speaker Fees,Media Supplies
Learning/Resource Materials,Membership Fees,School Decorations,Teacher Recognition
Awards/Party/Assembly Supplies,Yearbook/Photo Supplies,Student Activity Apparel

Lisa Stacey — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

Purpose of Activity Fund Account

MCMS: Project 940 Program 900

Page 2

Student Activity Apparel, Media supplies, Refunds, Field Trip Fees, Equipment/Technology Purchase & Repair, Fundraiser Items, Student Agendas, Parent/Student/Staff/Visitor Meals/Refreshments, Incidental Supplies, School Beautification Improvements, Plants/Landscaping Supplies, Playground Equip, Student Store Expenses, Postage, Printing/Poster/Signage Services, Teacher Recognition

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: ELA Project#: 940 Program#: 924

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concessions for outsiders day	2024-2025
Raffle tickets for basket/prizes	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers

Expenditures (how the funds will be spent):

Decorations, Student/Office Supplies, Snacks for students, Student Incentive Prizes/Raffle prizes, Fundraising items, Books, Costumes

Lauren Tollers
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/03/2024
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Theater Project#: 940 Program#: 945

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Admissions to play production	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Costumes and props, food/snacks for students, fundraising items

Ian Eastland
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Archery Project#: 946 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations - Personal and Business	2024-2025
Kona Ice	2024-2025
Spirit Wear Sales	2024-2025
Parent Student Archery shoot P/T Conferences	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Competition Fees, Hotels, Travel, Etc)

Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Archery Equipment & Repair, Memberships,

Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus, Plane),Tshirts/Uniforms

Student Incentive Prizes/Meals,Fundraising Items,Refunds

Student Entry/Contest /Competition Fees,Field Trips

Ty Sullivan
Sponsor Name (Please Print)

5/03/24
Date Submitted

2024-2025
School Year

Ty Sullivan
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Science Project#: 940 Program#: 933

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Selling Candy & Suckers	2024-2025
Concession Items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from Fundraisers, Income from Engineering fair

Expenditures (how the funds will be spent):

Fundraising Items, Science Supplies and Equipment, Classroom Supplies

Ryan Badillo
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/2/24
Date Submitted

2024-2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concert Donations	2024-2025
Bottled Water	2024-2025
Hosting Fall Festival	2024-2025
Sing A Palooza	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Auditon/Contest/Competition Fees, Music, Hotel)
Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Audio/Video Supplies & Software,Printed Music & Programs,Equip & Repair,Memberships,
Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus),Tshirts/Uniforms
Clinician/Accomp/Sound Fees,Student Incentive Prizes/Meals,Fundraising Items,Refunds
Student Audition/Entry/Contest Fees,Field Trips,Costumes,Technology & Repairs

Holly Pritchard
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: STUCO Project#: 940 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Teacher Hat Days	2024-2025
Penny Wars	2024-2025
Food Sales- Donut Day, Popcorn Day, Snowcones,Hot cocoa, etc	2024-2025
Tshirts	2024-2025
Food Trucks	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, income from fundraisers

Expenditures (how the funds will be spent):

Student Tshirts, Meals/Snacks for Students, Student incentive/Prizes, Bus Mileage

Decorations/supplies for school spirit weeks, fundraiser items

Tara Hardeman
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/02/24
Date Submitted

2024-2025
School Year

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Robotics Project#: 940 Program#: 942

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations	2024-2025
Tshirt Fundraisers	2024-2025
Kona Ice	2024-2025
sell 3d printing products	2024-2025
Concessions/Food Sales	2024-2025
Student Participation Fee	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, Income from fundraisers

Expenditures (how the funds will be spent):

competition & entry/registation fees, robotics equipment and supplies, hardware tools, bus fees, student tshirts, meals/snacks for students, sponsorship banner, printer ink, paper printed sponsor book, engraved team numbers for robots, fundraiser items

Jennifer Wilhm
Sponsor Name (Please Print)

Jennifer Wilhm
Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Brian Kathy 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Counseling Project#: 940 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt Sales	Jan -Feb 2025
Concessions - Resale of food items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Fundraising items, student fidgets, supplies/snacks for counseling week and testing,
Conference registrations, Curriculm/lessons

Amy Cozens
Sponsor Name (Please Print)

5/2/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Spec Ed/Functional Skills Project#: 940 Program#: 936

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Sales	2024-2025
Resale of items - Muffins, Donuts, Milk, Juice	2024-2025
Concession Snacks	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, income from fundraisers

Expenditures (how the funds will be spent):

Field trips for students, and Community Based Instruction Trips, Fundriaser Items

Classroom supplies

Regina Emmons — Sponsor Name (Please Print)

5/2/24 — Date Submitted

2024-2025 — School Year

Regina Emmons — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	Sept 24, Feb 25
Book Fair	Sept 24,Feb/Mar 25
Selling Airheads	Sept 24/ Feb 25
Crush Grams (soda for valentines day)	Feb 2025
Kona Ice	2024-2025
Snacks in Media Center	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from lost or damaged books, Income from Fundraisers, Grants

Expenditures (how the funds will be spent):

Books & Supplies,Equipment & Services,General Supplies,Subscriptions/Software

Prof Dev/Conf Registration & Travel, Tech/Media Instruction Supplies,Field Trips,Grants

Media Furnishings,Fundraising Items,Printing,Tech Equip & Repair,Member Dues

Student Incentives,Refunds,Speakers,Replace/Repair Lost Books & Equip, Periodicals

Christi Walters
Sponsor Name (Please Print)

Christi Walters
Sponsor Signature

Principal or Director Signature

02/03/24
Date Submitted

2024-2025
School Year

5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Athletics Project#: 805 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Adrenaline Text Message Fundraiser	2024-2025
Concession Stand	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Concessions, Approved Fundraisers, Income from fundraisers

Expenditures (how the funds will be spent):

Concession Workers/Supplies, Athletic Equipment/Supplies/Apparel, Fundraiser Items

Entry or Tournament Fees, First Aid Supplies, Fundraiser Items, Awards

Athletic Training Equipment/Supplies, Refunds, Conference Expenses

Lloyd Leep
Sponsor Name (Please Print)

5/02/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Art Club Project#: 921 Program#: 961-9(

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Class Fees for Materials- AP Studio $80	School Year
Sculpture I, II $40 Art I, II, III, IV $40,	
Crafts, Materials and Processes $30	
Architecture I, II $10 Mechanical Drawing I, II $10	
Art Club Dues- $40	School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Classroom Furniture, Professional Development,
NAEA Membership Dues, NAEA Honor Cords, Awards, Transportation, Art Show Entrance Fees
Competition Fees, Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa M Gutierrez
Sponsor Name (Please Print)

5-25-23
Date Submitted

23-24
School Year

Vanessa M Gutierrez
Sponsor Signature

Erin Kath 5/31/23
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS Library Media Acct Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fairs	Aug-May
Food Sales	Aug-May
Game Nights	Aug-May
Sticker Sales	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, lost book payments and fines

Expenditures (how the funds will be spent):

Books, book processing and promotion supplies, electronice equit for library media center subscriptions for ebooks, journals & newspapers, furniture & decor for media center, DVDs, conference fees and expenses for media directors

Karl Dowell and/or Kristi Starr — Sponsor Name (Please Print)

5/1/2024 — Date Submitted

24-25 — School Year

Kristi Starr — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Native American Club Project Code: 928 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	October & March
Food truck sale	November
Indian taco sale	September

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees

Expenditures (how the funds will be spent):

Food & supplies for club events

Graduation awards for seniors

Bailey Murrah
Sponsor Name (Please Print)

05/15/2023
Date Submitted

2023-24
School Year

Bailey Murrah
Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Amy Hill
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Special Education Project Code: 937 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Cart for job training purposes	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, , snack sales, drink sales, candy sales

Expenditures (how the funds will be spent):

Snacks, drinks, candy, paper goods. The funds received will be used to purchase to replenish stock.

Cherie Miller
Sponsor Name (Please Print)

Cherie Miller
Sponsor Signature

Kathy Knowles
Principal or Director Signature

5/2/24
Date Submitted

Erin Keith 5/31/24
Activity Fund Custodian Signature

Date of Board Approval

24-25
School Year

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Special Olympics Project Code: 938 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Minute that Matters	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Competition entry fees, housing, registration fees, uniforms, tshirts, refreshments hats, screen printing, embroidery, fundraiser expenses, supplies.

Cherie Miller
Sponsor Name (Please Print)

5/2/24
Date Submitted

24-25
School Year

Cherie Miller
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Student Council Project #: 943 Site#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Pizza, Canes, Orange Leaf)	All school year
BEAST Week	August-March
Club Fees	August-October
Class Officer General FR	All school year

Other Sources of Revenue (income other than from fundraisers):

Donations, from businesses and families, restaurant nights, food trucks, flamingo flocking, merchandise sales.

Expenditures (how the funds will be spent):

BEAST Week (expenses and recipients). Fundraiser supplies. Student Council conferences and conventions. Student Council summer camps (BASIC & Advanced). Teacher Appreciation Week. Classroom equipment/storage. Student Scholarships. Election Runner.

Nick Hendricks — Sponsor Name (Please Print)

4/29/24 — Date Submitted

24-25 — School Year

Nick Hendricks — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Theatre Project Code: 945 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show tickets, show & program merchandise	all year (scattered)
show merchandise (state one act)	Sept-Oct
Princess Parties & costume sales	Once per quarter

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

decorations, awards, & food (for theatre events); show production costs; licensing and scripts; entry fees and travel for competitions; makeup kits; guest speakers & workshops; volunteer gifts, show & program merchandise

Emily Farnham — Sponsor Name (Please Print)

05/23/2023 — Date Submitted

2023-24 — School Year

Emily Farnham — Sponsor Signature

Brian Kaiser 5/31/24 — Activity Fund Custodian Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 1

Fundraisers (selling items for a profit):

Description	Month Planned
Choir Fee	August 2024-May 2025
Freddy's Restaurant Night	August 2024
Show Choir Clinic	September 2024
31/31 Calendar Fundraiser	October 2024
Selling Advertising Space in Concert Program	October 2024
31/31 Calendar Fundraiser	December 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, music fees, individual audition and participation fees, individual trip payments, banquet fees

Expenditures (how the funds will be spent):

Music, accompaniment tracks, music folders, music storage boxes, pencils, accompanists, choreographer, musicians, teacher organization memberships (ACDA, NAfME), Tri-M Chapter renewal, uniforms, t-shirts, conference registration, audition fees (regional and state honor choirs), participation fees (regional and state honor choirs, Hennessey Choral Festival, OU YMVW),

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

4/23/24
Date Submitted

23-24
School Year

Stout/Easley
Sponsor Signature

Brian Keith 6/4/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 2

Fundraisers (selling items for a profit):

Description	Month Planned
Kansas Maid Frozen Pastries	November 2024
Mr. Mustang Competition	November 2024
Singing Valentine Grams	February 2025
Mustang 4th - 8th Grade Choir Festival	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

CONTINUED from page 1: choir contest entries (OSSAA), show choir entry fees, trip payments, fundraiser items, (Kansas Maid), hotels for all-state, banquet catering, senior awards, Tri-M awards

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

4/23/24
Date Submitted

23-24
School Year

Stout/Easley
Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Advanced Placement Project#: 951 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Testing Fees	Aug - May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Testing supplies, testing fees, classroom supplies for AP teachers, mileage, snacks/food/water for test days

Jennifer Robinson
Sponsor Name (Please Print)

4.29.2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Aeronautics Project Code: 952 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

	Description	Month Planned
1	Fees from outreach, STEM camps and career exploration activities for all ages	All Year
2	Selling tickets and merchandise	All Year
3	Entrance fees to MHS Aeronautic events	All Year
4	Selling food and Simulator Cam	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Club Dues, Grants,
Estore for Club and School Spirit Items
Ground School Fees

Expenditures (how the funds will be spent):

Food, drink, and snacks for club meetings. Awards. Travel expenses for career exploration with industry partners. Classroom and STEM event supplies, STEM equipment and repairs. Travel to Air shows. Competition and lodging fee Ground School & Flight Scholarships, Curriculum and FAA Exam Fees

Gary Knowles — Sponsor Name (Please Print)

05/~~23~~03/2024 — Date Submitted

24-25 — School Year

Gary W. Knowles — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathryn Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS BPA Project#: 954 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Make and sell Posters, Fat Heads, Plaques	August - May
Vinyl Stickers, 3-D Prints	August - May

Other Sources of Revenue (income other than from fundraisers):

Donations, Member dues, money collected from game / field trip tickets and T-shirts

Expenditures (how the funds will be spent):

T-shirts,Walmart,Amazonforsupplies,Food,OKCThunderandDodgerTickets.

Transportation, State and National Conference Registration.

Buisness Professionals of America (BPA) Promotional Materials and Supplies.

Bailey Carey
Sponsor Name (Please Print)

05/02/2024
Date Submitted

2024-2025
School Year

Bailey Carey
Sponsor Signature

Kerri Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: MHS Debate Project#: 956 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	Oct - Dec
Bake Sale	Aug-May
3D Printed Items	Aug-May
Debate Night Tickets	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Funds will be used to cover OSSAA required registration fees for students who need help covering those fees. Funds will also be used to purchase supplies including legal pads, pens, file boxes & files, printer supplies. Funds may also be used for Districts & National Tournaments if students were to advance to that level of competition.

Thomas Teague — Sponsor Name (Please Print)

5/25/2023 — Date Submitted

2023-2024 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Eco Club Project#: 958 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, club fees

Expenditures (how the funds will be spent):

Beautification project(s)

Kelly Noble — Sponsor Name (Please Print)

5/2/24 — Date Submitted

2024-2025 — School Year

Kelly Noble — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Esports Project#: 959 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	October

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Equipment, materials

Corey Weidner
Sponsor Name (Please Print)

5/1/2024
Date Submitted

2024 - 25
School Year

Corey Weidner
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: FCCLA Project#: 960 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Valentine's Crush Soda Sales	February

Other Sources of Revenue (income other than from fundraisers):

Donations, membership dues, FCCLA event fees.

Expenditures (how the funds will be spent):

attending FCCLA conferences, events and leadership activities

monthly meeting supplies and refreshments

travel costs and transportation

Marinda Cox — Sponsor Name (Please Print)

05/01/2024 — Date Submitted

2023-2024 — School Year

Marinda Cox — Sponsor Signature

Kathy Knowles — Principal or Director Signature

Kim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang FFA Title: Ag/FFA Project#: 961 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Meat Sales	September/January
Ag Sales	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Reimbursments for FFA Jackets, Ties and Scarves. Reimbursements for camps, leadership opportunities. FFA Fees.

Expenditures (how the funds will be spent):

FFA Banquet, meal and awards. State FFA Convention registration, rooms. National FFA Convention, registration, rooms. Shop Supplies. Greenhouse Supplies. Classroom Supplies. Showbarn Supplies. Chapter t-shirts. Guest Speakers. Teachers Breakfast. FFA Meeting Supplies.

Conway, Stevens, and Symes	4/30/24	~~25-26~~ 24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	5/31/24
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Industrial Arts (Woodworking) Project#: 963 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Woodworking Class Fees, Governers Gavels

Expenditures (how the funds will be spent):

Wood, tools, supplies needed in woodshop classroom

Justin Lindsay — Sponsor Name (Please Print)

4/29/24 — Date Submitted

24-25 — School Year

Sponsor Signature

Erin Kaitz 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: JROTC Project#: 964 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Century Resources	November 2024
World's Finest Chocolate	Aug-Dec 2024
Snap Raise	October 2024
Car Wash	September 2024
Cadet Ball	April 2025
T-Shirts	Aug-Dec 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees for Uniforms, Competition Entry Fees,

Expenditures (how the funds will be spent):

Travel Expenses, Uniforms & Uniform Items, Cadet Awards, Competition Expenses

Fundraising Supplies, Office Supplies

David Walker — Sponsor Name (Please Print)

6/5/2024 — Date Submitted

2024 - 2025 — School Year

David G. Walker — Sponsor Signature

Activity Fund Custodian or CFO Signature

6.5.24 — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Junior Class/Prom Project#: 965 Program#: 965

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Prom Ticket Sales	March-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Construction Materials, Landscaping, Decorations, Transportation, Insurance, Facility Rental, DJ, Lighting Company, Project Graduation, Catering Balloons, Prom Workers, Party Favors

Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa McIntire
Sponsor Name (Please Print)

5-25-23
Date Submitted

23/24
School Year

Vanessa McIntire
Sponsor Signature

Bill Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Key Club Project#: 966 Program#: 900

☐ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
World's Finest Chocolate Fundraiser	January

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees

Expenditures (how the funds will be spent):

Club shirts, Ledcon attendance, Socials, Food Pantry,

Lillie Syverson
Sponsor Name (Please Print)

5-1-24
Date Submitted

23-24
School Year

Lillie Syverson
Sponsor Signature

Kathy Knowles
Principal or Director Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

1100

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Multicultural Club Project#: 967 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirts	Aug-May
Membership Dues	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, fees for feild trips

Expenditures (how the funds will be spent):

Refreshments, supplies & decor for club meetings, socials, guest speakers & cultural feild trips

TBD
Sponsor Name (Please Print)

5-31-24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Kathryn Knowles
Principal or Director Signature

Date of Board Approval

1101

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Musical Project Code: 968 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show mechandise	(Dec-March
tickets	
student participation fee	(Nov-Jan)

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

equipment rentals and purchases, licensing, production costs, staffing fees, food for rehearsals/shows

Emily Farnham
Sponsor Name (Please Print)

05/23/2023
Date Submitted

2023-24
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Mustang HS NHS Project Code: 969 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Member fees	August-May
T-Shirt Sales	September-Dec.
State Convention	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Fees- Supplies, decorations, prizes, awards, and food for induction and socials

General office supplies, yearly state and national dues, officer pullovers

T-Shirt Sales- To purchase t-shirts

State- Travel, registration, organization, food, subs,and decorating for NHS State

Olivia Bennett
Sponsor Name (Please Print)

04/30/2024
Date Submitted

24-25
School Year

Olivia L Bennett
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Scholarship Fund Project#: 972 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Scholarships, Conference/Registration Fees for STEM Students

Jason Limke
Sponsor Name (Please Print)

5/1/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kathy Knowles
Principal or Director Signature

Date of Board Approval

1104

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Spanish National Honor Project#: 975 Program#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts	Jan - March
Cultural Products	Sept - April
Chocolate	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations,
Member Dues

Expenditures (how the funds will be spent):

Fundraiser cost, party supplies, spirit / pride expenses, toy drives, awards, guest speakers, food, decorations, logo attire, mileage reimbursement, workshop/convention fee due to mandatory membership to AATSP, community service projects.

Maria Mitchell
Sponsor Name (Please Print)

Maria Mitchell
Sponsor Signature

Kathy Knowles
Principal or Director Signature

05/02/2024
Date Submitted

2024/2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Technology Ed Project Code: 976 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Mondays	Aug- May
Concessions/Food Sales	Aug - May
Chocolate Bars	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Grants, Restaurant Nights, Corporate Sponsorships and club fee($20)

Expenditures (how the funds will be spent):

Supplies and equipment, team uniforms, promotional/outreach supplies, contest fees, travel expenses, fundraising expenses

Jessica Holman — Sponsor Name (Please Print)

04/29/2024 — Date Submitted

23/24 — School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Video Club Project#: 977 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Making senior/student videos	Aug-May
Bake Sale	Aug-May
Pick a day calendar	Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Technology equipment

Kerry Shuck — Sponsor Name (Please Print)

5/1/24 — Date Submitted

24-25 — School Year

Sponsor Signature

Brian Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

1107

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Work Adjustment Training Project Code: 978 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Monthly funds through DRS (Dept of Rehab Services)

Expenditures (how the funds will be spent):

Classroom transition curriculum, office supplies/equipment.

Cherie Miller — Sponsor Name (Please Print)

5/2/24 — Date Submitted

24-25 — School Year

Cherie Miller — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Mustang Transition Academy Project#: 980 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Popcorn	Aug-May
Drink/Snack Cart	Aug-May
Staff Lunch	Aug-May
	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, contracts

Expenditures (how the funds will be spent):

Supplies & equipment for classroom use, fundraisers and social events such as food, laundry & cleaning supplies.

TBD
Sponsor Name (Please Print)

5/2/2024
Date Submitted

24-25
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Sponsorships/Donations Project#: 803 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Athletic Sponsorships/ Advertisements	July 2024
Athletic Apparel Sales	July 2024
Pride Night	August 2024
Hall of Fame Banquet	August 2024

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Event Hospitality, Hall of Fame Banquet, Holiday Classic Basketball Tournament, Professional Development, Live Stream Production, Awards, Equiptment, Uniforms, Etc.

Tiffany Thompson — Sponsor Name (Please Print)

4/1/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: General/ Gate Revenue Project#: 801 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Golf Tournament	October 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Entry Fees, Gate Revenue and Reimbursement from OSSAA.

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Officials, Entry Fees, Security, Event Workers, Field Maintenance, Facility Maintenance,
Uniforms, Equiptment, Etc.

Tiffany Thompson	4/1/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Athletics Trainers Project#: 810 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Physical Day	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Medical Supplies and Equipment needed for student athletes, Event Workers, Professional Development, Uniforms, Etc.

Tiffany Thompson	4/1/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Marque	Year Round
Concession Stand for games,dances and events	Year Round
Dances	Year Round
School Pictures	TBD
Step it up/Best day Ever	TBD
Butter Braides (See Attached)	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, BEAST week

Expenditures (how the funds will be spent):

Classroom/Office supplies,T-shirts, student/teacher rewards,PLC, sub repays, transpotation, Sam's club membership, student/staff meals & snacks, technology supplies, workshops, BEAST week, deco, funiture, celebration supplies

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

Description	Month Planned
Student and staff T-shirts	Year round
Agendas	Year round

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Sped. Func Skills Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Scack Cart	TBD 14 day only

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, student rewards, field trips, student activites, snack cart exp.,
Teacher/Princ gifts

Alexis Brown
Sponsor Name (Please Print)

Alexis Brown
Sponsor Signature

Principal or Director Signature

5/6/2024
Date Submitted

24-25
School Year

Erin Kistler 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student/Staff T-shirst and hoodies	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PD, student rewards, Food and drinks for staff, cards, flowers,gifts, furniture, fundraiser expense

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness T-shirts	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Testing Supplies, Kindness Week, Student supplies, Bronco Bistro

Patti Lindsey
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Patti Lindsey
Sponsor Signature

Erin Kirk 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Leadership Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy-Gram	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, student rewards,student meals, fundraiser items

Stacie Roush
Sponsor Name (Please Print)

Stacie Roush
Sponsor Signature

Principal or Director Signature

5/6/2024
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Bookfair	Sept/Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Media supplies, student rewards,books, fundraiser items,technology,funiture

Michelle Tobler
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Michelle Tobler
Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Vocal Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Honor Choir Shirts	Year Round
Donation Drive	Year Round
Lollipops	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, Admission Cost

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee, transportation, Sub repay

PD, Fundraiser exps., Students shirts, Student activitys

Jacob Chen
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Jacob Chen
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom Art supplies, field trips, student awards & meals, entry fee,

Bre Geoge
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dodgeball Tournament	Year Round
4 Sq. Tournament	Year Round
B-Ball Tournament	Year Round
Archery Fee	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, entry fees, archery tournament fee, T-shirts

Expenditures (how the funds will be spent):

PE supplies, sub repay, archery tournament fees, T-shirts

Stephanie Reed
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Stephanie Reed
Sponsor Signature

Eric/Kaitly 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee,

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Yearbook Project#: 947 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook	YearRound

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Office & Classroom supplies, field trips, student awards & meals, entry fee, transportation,

PD, Fundraiser exps., Student & Teachers Meals, Tech supplies,

Dacey Daley
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Dacey Daley
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Technology Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Academic Team Fees	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee, transportation.

Kris Owen
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Spanish Project#: 935 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Sept.

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, Student rewards

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: STEAM Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics Fee	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations, T-shirts

Expenditures (how the funds will be spent):

Class supplies, Student rewards, registration, student meals

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Band Project#: 922 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band-A-Palozza	August/Sept

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Operations for band

Kyle Thompson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Shirts	August
PV Restaurant Night	September
Glow Run	October
Glow Run Shirts	October
Santa Photos	December
PV Restaurant Night	March

Other Sources of Revenue (income other than from fundraisers):

Donations, class fees, field trip fees

Expenditures (how the funds will be spent):

Classroom and student supplies, learning materials, student rewards and incentives, party decorations and supplies, field trip fees and transportation, awards, technology, fundraiser supplies, curriculum and book orders

Jandra Honeman — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jandra Honeman — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jandra Honeman — Principal or Director Signature

Date of Board Approval

1130

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Counseling Project#: 931 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Themed days	September-May
Kindness Week Shirts	March
Beast Week	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Donation to Beast Week, testing supplies, student/counselor learning materials,
Veteran's Day program supplies, awards, gifts, parties and refreshments

Brittany Osborne
Sponsor Name (Please Print)

Brittany Osborne
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snow Cones	August-May
Healthy Snacks	August-May
Yearbook Sales	August-May
School Photos	September, March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Office supplies, luncheons, teacher appreciation gifts/treats/celebrations

Jandra Honeman
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Jandra Honeman
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jandra Honeman
Principal or Director Signature

Date of Board Approval

1132

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Art fees

Expenditures (how the funds will be spent):

Art supplies, classroom supplies

Lauren Lynes
Sponsor Name (Please Print)

Lauren Lynes
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

1133

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Scholastic Book Fair	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, library supplies

Kelsey VanCleave — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Kelsey VanCleave — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Sandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: P.E. Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Speed stacking	December

Other Sources of Revenue (income other than from fundraisers):

Donations, Archery fees

Expenditures (how the funds will be spent):

Gym/class expenses, student supplies, learning materials, rewards, fundraiser supplies, field trip fees and transportation

Chandler Rhodes — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Archery Project#: 930 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
District Archery Meets	December, January
Open Gym Archery Range	December-February
Archery Shirts	March
Archery Clinic	March
District Archery Meet	April
Scratch-off cards	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Archery expenses and maintenance, supplies, competition fees, travel expenses, club shirts, party and refreshments, rewards

Jennifer English — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jennifer English — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Sandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Robotics Project#: 931 Program#: 932

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics Shirts	October, February

Other Sources of Revenue (income other than from fundraisers):

Donations, Robotics Dues

Expenditures (how the funds will be spent):

Robotics shirts, competition fees, supplies and expenses

Paula Sharp
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Paula Sharp
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Jandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: STEM Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, STEM fees

Expenditures (how the funds will be spent):

STEM activities and projects, classroom supplies

Paula Sharp
Sponsor Name (Please Print)

Paula Sharp
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Light bands	September-May
Choir shirts	September, October

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Music instruments, sheet music, choir shirts, field trip expenses, registration for students

Jennifer Hooten
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Jennifer Hooten
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Sandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Art Project#: 921 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Fees	August/ September

Other Sources of Revenue (income other than from fundraisers):

Donations, _____

Expenditures (how the funds will be spent):

Student Art Supplies, Classroom and Office Supplies , Art Books

MAry Robinson
Sponsor Name (Please Print)

4-16-24
Date Submitted

2024-2025
School Year

Mary Ra
Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Counseling Project#: 923 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T Shirts	Jan/February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Fidgets, Noise canceling headphones, Calm down supplies

Testing Supplies, Office Supplies

Melessia Hopson and Shea Cartwright — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/20/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Media Project#: 927 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Book Club	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Book Fines

Expenditures (how the funds will be spent):

Birthday Book Club Donuts, Books, Book Repair, Materials , Library Classroom Supplies and Materials

Christie Sandefur — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Chris Sandefur — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: PE Project#: 930 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Super Kids Day T Shirts	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PE Equipment, T Shirts

Dustin Fixico Trinidad Castaneda		4/16/24	2024-2025
Sponsor Name (Please Print)		Date Submitted	School Year
Sponsor Signature		Activity Fund Custodian or CFO Signature	5/31/24
Principal or Director Signature		Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fun Run	November
Yearbook	Jan-April
T Shirts- Grade Level and School Wide	Fall and Spring

Other Sources of Revenue (income other than from fundraisers):

Donations, Grade Level Field Trip fees, Extra Car Tags , Grants

Expenditures (how the funds will be spent):

Copy Supplies, Paper goods, Office and Classroom Supplies,First Aide

Tech related supplies, Student Awards Gifts and Refreshments, T Shirts, Yearbooks

Audiovisual, Transportation Costs, Field Trips, Books, Decorations and Prizes

Educational Online Instruction, Playground Equip., Substitute Coverage for School Activities

Jennifer Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

M. Jennifer Thomas — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Robotics Project#: 932 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T Shirts and Club Fees	Sept and Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Lego First, Snacks, T Shirts, Competitions

Jennifer Thomas	4-17-24	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
M. Jennifer Thomas	Brian Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Spec Ed Functional Skills Project#: 936 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Coffee Cart- Drinks, Breakfast	All Year
PJ Days	once a month
T Shirts	Fall

Other Sources of Revenue (income other than from fundraisers):

Donations, Field Trips

Expenditures (how the funds will be spent):

Coffee Cart supplies(Food and Paper products) Community Based Instruction Trips

Classroom and Office Supplies , Co Curricular items, T Shirts

Tara Waller and Trish Llewellyn
Sponsor Name (Please Print)

T. Waller Patricia Llewellyn
Sponsor Signature

Principal or Director Signature

4-17-24
Date Submitted

2024-2025
School Year

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kona Ice	All Year
Travelin' Tom's Coffee Truck	All Year
Tom Jackson Photo Fall and Spring Pictures	Oct, Nov, Feb, March

Other Sources of Revenue (income other than from fundraisers):

Donations, Vending

Expenditures (how the funds will be spent):

Copy Supplies, Kitchen paper goods, Office and Classroom Supplies

Tech related supplies, Staff rewards, Gifts and Refreshments, T Shirts

Audiovisual, Transportation, Books, Workshops, Staff Incentives

Educational Online Instruction, Substitute Coverage for School Activities

Jennifer Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

M. Jennifer Thomas — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Stem Project#: 942 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Stem Fees	August/ September

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Student Stem Supplies, Classroom and Office Supplies

Jennifer Thomas
Sponsor Name (Please Print)

4-17-24
Date Submitted

2024-2025
School Year

M. Jennifer Thomas
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood 155 Title: Vocal Music Project#: 946 Program#:

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Honor Choir Shirts	September
Recorders	August

Other Sources of Revenue (income other than from fundraisers):

Donations, Grants

Expenditures (how the funds will be spent):

Instruments, Instrument and classroom storage, Classroom supplies, T Shirts

Music, Curriculum , Contest and Workshop fees . Transportation Costs

Amanda Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Amanda Thomas — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: PE/Archery Project#: 920 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt sales	October
Archery Tourn Gate Fee and Conscession	January
Silent Auction	March
Archery Shoots	February-April
Give Back nights at a local restauarant	All year
Speed Stack Sales	March

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Archery Supplies, Teacher Workshops, Substitute Teacher, Memberships, Subscriptions

*Teacher Conference fees/sub pay/travel expenses

*Fund Raiser Supplies

** National Archery Tourn Fees and Travel Expenses

Jason Hasty, Sherri Wiewel
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Chalk the Walk	October
Sell Mustang Water Bottles	August-October

Other Sources of Revenue (income other than from fundraisers):

Donations, Art Fees

Expenditures (how the funds will be spent):

Art Supplies,

Professional Organization Membership, Teacher Conference fees/substitute,

Travel expenses for conference

Carlye Carter	4/25/24	24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Carlye Carter	Brian Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Band Project#: 922 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band Appalooza	September

Other Sources of Revenue (income other than from fundraisers):

Donations, Fee Collections

Expenditures (how the funds will be spent):

Band Classroom Supplies, Music,Professional Organization Membership, Registration Fees

T shirts, Teacher Conferences-registration, travel expenses

Madison Fleming
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Madison Fleming
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Counseling Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Holiday T Shirt Sales	Nov-Dec
Pop Corn Sales	Oct, Dec, Feb
Kindness T shirt Sales	February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Counselor Advocacy items, New Student Snacks, Student Rewards, State Counseling Conf,
Testing Kick Off Celebration, Counseling class and small group curriculum
Testing Supplies and snacks, Counseling Resource Books
Staff Treats

Amber Northcutt — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24-25 — School Year

Amber Northcutt — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: 5th Grade ELA Project#: 924 Program#: 957

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Conscessions during Readathon	Oct, Dec, Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

ELA classroom supplies, Books,

Conscession items to sell

Storage items for donated items/organizing

Morgan Fruit
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: 6th ELA Project#: 924 Program#: 958

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Conscessions during Readathon	Oct, Dec, Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

ELA classroom Supplies, Books

Consession items to sell

Karissa Brock
Sponsor Name (Please Print)

Karissa Brock
Sponsor Signature

Principal or Director Signature

4/25/24
Date Submitted

24-25
School Year

Tami Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Leadership/Pals Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T shirt Sales	October-March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

T shirt/Paints for posters

Taylir Thompson
Sponsor Name (Please Print)

4/25/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	October/February

Other Sources of Revenue (income other than from fundraisers):

Donations, Book Fines

Expenditures (how the funds will be spent):

Library Supplies, Online Subscriptions, Books, Librarian Conference and Expenses,
Proffessional Assoc Membership

Jessica Pool
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

4/25/24
Date Submitted

24/25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Activity/Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Next Step	August-September
Pop Subscriptions	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, classroom furniture, Student Rewards/Treats, Transportation Fees, Playground Equipment, Field Trip Fees, books, Registration Fees Substitute fees, Office Supplies, Memberships/Subscriptions

Jessica Giblet	4/25/24	24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Jessica Giblet	Tami Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Jessica Giblet		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Sell t shirts	Aug-Oct

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, T shirt fees

Expenditures (how the funds will be spent):

Registration fees, t-shirts

Robotics Related Supplies

Professional Organization Membership

Leslie Madrid
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Leslie Madrid
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Functional Skills/Hinshaw/5th Project#: 936 Program#: 957

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
snack cart for teachers	Weekly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Snack Cart Items, Field trip fees

Classroom Supplies

Teacher Workshops, Substitute Teacher (for Workshop), Memberships, Subscriptions

Registration and travel expenses

Stephani Hinshaw
Sponsor Name (Please Print)

5/1/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Functional Skills 6th Project#: 936 Program#: 958

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Sales	2x monthly
Smoothies	Monthly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Baked Potatoe Supplies, Smoothie Supplies

Classroom Supplies, Field Trip Fees

Teacher Workshops, Substitute Teacher, Memberships, Subscriptions

Registrations, Travel Expenses

Marcelina Sutton
Sponsor Name (Please Print)

Marcelina Sutton
Sponsor Signature

Principal or Director Signature

5/1/24
Date Submitted

24/25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Activity/Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook Sales, Snow Cone Sales, Water Bottle Sales	All Year
Yubbler (School Supplies), Next Step/Pop Subscriptions	July/ August
Beast Week Various Fundraisers	Feb/Mar/Apr
End of Quarter Fun Days (BB/4 square/Volleyball Tourn & Consce	Oct/Dec/Mar
T Shirt sales	
Popcorn/movie event	1 ea quarter

Other Sources of Revenue (income other than from fundraisers):

Donations,

Coca Cola Rebate

Expenditures (how the funds will be spent):

PD Food, staff meals-awards, treats,

Staff t-shirts/clothing

Vet/TOY Reception items

Jessica Giblet
Sponsor Name (Please Print)

4/25/24
Date Submitted

24-25
School Year

Jessica Giblet
Sponsor Signature

Brian Kiert 5/31/24
Activity Fund Custodian or CFO Signature

Jessica Giblet
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Refreshments/Cake/Cupcakes/Cookies/flowers

Reception supplies, paper goods

Jessica Giblet
Sponsor Name (Please Print)

5/2/24
Date Submitted

24/25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Music/Choir Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Chalk the Walk	October
Music Palooza fundraiser	September
Calendar Donations	Sept/Oct
Choir Fees	Spt-January

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Participation and Audition Fees, Registrations, Classroom Supplies, Music

Professional Organization Membership, Teacher Conferences fee/subpay/travel expenses

Hanna Stokes
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Hanna Stokes
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/21/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Athletics Project#: 806 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drives for each sport	All Year
Spirit Gear	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, athletic admissions, entry fees, concessions

Expenditures (how the funds will be spent):

approved fundraiser expenses, athletic equipment/gear/supplies, uniforms, concession supplies, registration/entry fees, reimbursements, refunds, awards, officials, security/gate workers, metro-conference expenses/fees, travel expenses, change bags

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: ELA Project#: 924 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	April-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, online educational resources, program licenses, expenses of approved fundraisers, books, audiobooks, rewards/incentives for students, subscriptions

Tonia Smith
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Tonia Smith CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Leadership Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	July - May
BEAST Week T-shirts	August - May
BEAST Week Activities (various)	August - May
Schoolwide Dances (entry fees & concessions)	October - February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, refreshments for meetings, school-wide activity & assembly supplies, school improvement initiatives, donations, student recognition, field trip expenses, community service projects, transportation costs

Rhoda Swan
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Rhoda Swan
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Math Project#: 926 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	Oct-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, calculators, online educational resources, program licenses, expenses of approved fundraisers, rewards/incentives for students, subscriptions

Cindy Killebrew
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Sales	Aug-May
Book Fairs	Sept & Feb
School Pictures	Aug & Mar
Button Sales	All Year
T-Shirt Sales	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, late book fees

Expenditures (how the funds will be spent):

Books, audiobooks, playaways, ebooks, databases, library supplies, technology for library online subscriptions, incentives/rewards for students/staff, games, furniture, book subscriptions, equipment, hardware/improvement materials, refreshments, conference fees, professional dues, travel expenses, author visits, fundraiser expenses

Jaclyn Giammario
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student fees	All School Year
Yearbook sales	All School Year
T-Shirt sales	July-Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Classroom/office supplies, food, fees, approved fundraiser expenses, awards, equipment, technology, tech repairs, gifts, travel expenses, building furniture, refunds, school improvement, PD expenses, fieldtrips, student incentives/rewards, media supplies, digital licenses, online educational resources, parent conference staff meals, staff stipends for extra duty responsibilities

Christy Bradley
Sponsor Name (Please Print)

Christy Bradley
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Outdoor Education Project#: 931 Program#: 929

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drive	Oct - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, allocations from Project 931

Expenditures (how the funds will be spent):

class supplies (archery equipment, fishing supplies, fish tank supplies), equipment

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Robin Griffith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student Fees	Aug-Dec
3-D Printer Product Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Entry fees, supplies/equipment, online resources/licenses, food, travel expenses, t-shirts

Rhoda Swan
Sponsor Name (Please Print)

Rhoda Swan
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Science Project#: 933 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack/Candy Sales	Sept-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Teaching aides and equipment, approved fundraiser expenses, Science Fair/Olympiad supplies, awards, field trip fees, guest speaker fees, entry fees, lab expenses, digital resources, online licenses

Kelly Nixon
Sponsor Name (Please Print)

Kelly D Nixon
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Functional Skills Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Staff Lunch Sales (Baked Potatos, Taco Salad, etc)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, CBI trip expense, entry fees, food, classroom supplies/ equipment/furniture, student incentives/rewards

Alexis Chaffee
Sponsor Name (Please Print)

Alexis Chaffee CB
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Vending in gym hallway	All School Year
Spiritwear sales	July-Jan
Food Trucks/Pizza/Orange Leaf/Snow Cones	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Spiritwear, equipment, supplies, food, parent conference staff meals, staff recognitions, conference fees, technology, approved fundraiser expenses, supplies for meetings

Christy Bradley
Sponsor Name (Please Print)

Christy Bradley
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Spiritwear Sales	July-January
Food Trucks for staff	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Staff recognitions, food, drinks, approved fundraiser expenses, supplies for meetings, supplies for meals, teachers/classroom supplies

Jennifer Joy
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Jennifer Joy
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Grams	Jan-Feb
StuCo T-Shirts	July-January
BEAST Week Activities	August-March
BEAST Week T-Shirts	August-March
Schoolwide Dances (entry fees & concessions)	October & February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

approved fundraiser expenses, refreshments/supplies for StuCo activities, school improvement initiatives, community service projects, transportation costs, candy/snacks for school activities and recognitions, fieldtrip expenses

Christy Bradley
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Christy Bradley
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Theatre Project#: 945 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Ticket sales to play productions	Apr/May

Other Sources of Revenue (income other than from fundraisers):

Donations, field trip fees, dues

Expenditures (how the funds will be spent):

play royalty fees, scripts, director book, curriculum, student refreshments/meals, costumes, props, flats, materials to build props & set design, classroom supplies, field trip/travel expenses, technology, software

Ian Eastland
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Singapalooza Donation Drive	Oct-Nov or Feb-March

Other Sources of Revenue (income other than from fundraisers):

Donations, audition fees, contest entry fees, travel expense fees, field trip fees

Expenditures (how the funds will be spent):

printed/recorded music, competition/audition fees, student rewards/incentives, hotel/travel expenses, reimbursements, field trips, refunds, uniforms, clinician fees, classroom supplies, technology, software, instruments, accompanist fees, approved fundraiser expenses, professional memberships, choreograph fees, instrument repairs

Megan Deister
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Megan Deister CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Staff Account Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Spirit Items, School Club Items, School Dance	2024-2025
Student Fee, Yearbook, Entry/Admission Fees	2024-2025
Concessions, Snocones, 1/2 Court Shots	2024-2025
Resale of Food Items - Sandwiches, chicken, pizza etc	2024-2025
Restaurant Giveback - % of sales for a specific time period	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Activity Apparel, Approved Fundraisers, Field Trip Fees,
Vending Machine Commissions, Awards, Student Agendas, Reimbursement of expenses

Expenditures (how the funds will be spent):

Student/Office/Teacher Supplies, Entry fees for clubs & organiziations, Books,Furniture
Student Incentives,PD/Conferences,Bus Mileage/Driver,Speaker Fees,Media Supplies
Learning/Resource Materials,Membership Fees,School Decorations,Teacher Recognition
Awards/Party/Assembly Supplies,Yearbook/Photo Supplies,Student Activity Apparel

Lisa Stacey
Sponsor Name (Please Print)

5/3/2024
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

Purpose of Activity Fund Account

MCMS: Project 940 Program 900

Page 2

Student Activity Apparel, Media supplies, Refunds, Field Trip Fees, Equipment/Technology Purchase & Repair, Fundraiser Items, Student Agendas, Parent/Student/Staff/Visitor Meals/Refreshments, Incidental Supplies, School Beautification Improvements, Plants/Landscaping Supplies, Playground Equip, Student Store Expenses, Postage, Printing/Poster/Signage Services, Teacher Recognition

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: ELA Project#: 940 Program#: 924

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concessions for outsiders day	2024-2025
Raffle tickets for basket/prizes	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers

Expenditures (how the funds will be spent):

Decorations, Student/Office Supplies, Snacks for students, Student Incentive Prizes/Raffle prizes, Fundraising items, Books, Costumes

Lauren Tollers
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/03/2024
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Theater Project#: 940 Program#: 945

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Admissions to play production	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Costumes and props, food/snacks for students, fundraising items

Ian Eastland
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Archery Project#: 946 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations - Personal and Business	2024-2025
Kona Ice	2024-2025
Spirit Wear Sales	2024-2025
Parent Student Archery shoot P/T Conferences	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Competition Fees, Hotels, Travel, Etc)

Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Archery Equipment & Repair, Memberships,

Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus, Plane),Tshirts/Uniforms

Student Incentive Prizes/Meals,Fundraising Items,Refunds

Student Entry/Contest /Competition Fees,Field Trips

Ty Sullivan — Sponsor Name (Please Print)

5/03/24 — Date Submitted

2024-2025 — School Year

Ty Sullivan — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Science Project#: 940 Program#: 933

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Selling Candy & Suckers	2024-2025
Concession Items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from Fundraisers, Income from Engineering fair

Expenditures (how the funds will be spent):

Fundraising Items, Science Supplies and Equipment, Classroom Supplies

Ryan Badillo
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/2/24
Date Submitted

2024-2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concert Donations	2024-2025
Bottled Water	2024-2025
Hosting Fall Festival	2024-2025
Sing A Palooza	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Auditon/Contest/Competition Fees, Music, Hotel)
Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Audio/Video Supplies & Software,Printed Music & Programs,Equip & Repair,Memberships,
Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus),Tshirts/Uniforms
Clinician/Accomp/Sound Fees,Student Incentive Prizes/Meals,Fundraising Items,Refunds
Student Audition/Entry/Contest Fees,Field Trips,Costumes,Technology & Repairs

Holly Pritchard
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: STUCO Project#: 940 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Teacher Hat Days	2024-2025
Penny Wars	2024-2025
Food Sales- Donut Day, Popcorn Day, Snowcones,Hot cocoa, etc	2024-2025
Tshirts	2024-2025
Food Trucks	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, income from fundraisers

Expenditures (how the funds will be spent):

Student Tshirts, Meals/Snacks for Students, Student incentive/Prizes, Bus Mileage

Decorations/supplies for school spirit weeks, fundraiser items

Tara Hardeman
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/02/24
Date Submitted

2024-2025
School Year

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Robotics Project#: 940 Program#: 942

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations	2024-2025
Tshirt Fundraisers	2024-2025
Kona Ice	2024-2025
sell 3d printing products	2024-2025
Concessions/Food Sales	2024-2025
Student Participation Fee	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, Income from fundraisers

Expenditures (how the funds will be spent):

competition & entry/registation fees, robotics equipment and supplies, hardware tools, bus fees, student tshirts, meals/snacks for students, sponsorship banner, printer ink, paper printed sponsor book, engraved team numbers for robots, fundraiser items

Jennifer Wilhm
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Counseling Project#: 940 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt Sales	Jan -Feb 2025
Concessions - Resale of food items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Fundraising items, student fidgets, supplies/snacks for counseling week and testing,

Conference registrations, Curriculm/lessons

Amy Cozens
Sponsor Name (Please Print)

5/2/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Spec Ed/Functional Skills Project#: 940 Program#: 936

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Sales	2024-2025
Resale of items - Muffins, Donuts, Milk, Juice	2024-2025
Concession Snacks	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, income from fundraisers

Expenditures (how the funds will be spent):

Field trips for students, and Community Based Instruction Trips, Fundriaser Items

Classroom supplies

Regina Emmons — Sponsor Name (Please Print)

5/2/24 — Date Submitted

2024-2025 — School Year

Regina Emmons — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	Sept 24, Feb 25
Book Fair	Sept 24,Feb/Mar 25
Selling Airheads	Sept 24/ Feb 25
Crush Grams (soda for valentines day)	Feb 2025
Kona Ice	2024-2025
Snacks in Media Center	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from lost or damaged books, Income from Fundraisers, Grants

Expenditures (how the funds will be spent):

Books & Supplies,Equipment & Services,General Supplies,Subscriptions/Software

Prof Dev/Conf Registration & Travel, Tech/Media Instruction Supplies,Field Trips,Grants

Media Furnishings,Fundraising Items,Printing,Tech Equip & Repair,Member Dues

Student Incentives,Refunds,Speakers,Replace/Repair Lost Books & Equip, Periodicals

Christi Walters
Sponsor Name (Please Print)

Christi Walters
Sponsor Signature

Principal or Director Signature

02/03/24
Date Submitted

2024-2025
School Year

5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Athletics Project#: 805 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Adrenaline Text Message Fundraiser	2024-2025
Concession Stand	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Concessions, Approved Fundraisers, Income from fundraisers

Expenditures (how the funds will be spent):

Concession Workers/Supplies, Athletic Equipment/Supplies/Apparel, Fundraiser Items

Entry or Tournament Fees, First Aid Supplies, Fundraiser Items, Awards

Athletic Training Equipment/Supplies, Refunds, Conference Expenses

Lloyd Leep — Sponsor Name (Please Print)

5/02/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Art Club Project#: 921 Program#: 961-9(

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Class Fees for Materials- AP Studio $80	School Year
Sculpture I, II $40 Art I, II, III, IV $40,	
Crafts, Materials and Processes $30	
Architecture I, II $10 Mechanical Drawing I, II $10	
Art Club Dues- $40	School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Classroom Furniture, Professional Development,
NAEA Membership Dues, NAEA Honor Cords, Awards, Transportation, Art Show Entrance Fees
Competition Fees, Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa M Sinclair — Sponsor Name (Please Print)

5-25-23 — Date Submitted

23-24 — School Year

Vanessa M Sinclair — Sponsor Signature

Erin Kath 5/31/23 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS Library Media Acct Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fairs	Aug-May
Food Sales	Aug-May
Game Nights	Aug-May
Sticker Sales	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, lost book payments and fines

Expenditures (how the funds will be spent):

Books, book processing and promotion supplies, electronice equit for library media center subscriptions for ebooks, journals & newspapers, furniture & decor for media center, DVDs, conference fees and expenses for media directors

Karl Dowell and/or Kristi Starr — Sponsor Name (Please Print)

5/1/2024 — Date Submitted

24-25 — School Year

Kristi Starr — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Native American Club Project Code: 928 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	October & March
Food truck sale	November
Indian taco sale	September

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees

Expenditures (how the funds will be spent):

Food & supplies for club events

Graduation awards for seniors

Bailey Murrah
Sponsor Name (Please Print)

05/15/2023
Date Submitted

2023-24
School Year

Bailey Murrah
Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Amy Hill
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Special Education Project Code: 937 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Cart for job training purposes	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, , snack sales, drink sales, candy sales

Expenditures (how the funds will be spent):

Snacks, drinks, candy, paper goods. The funds received will be used to purchase to replenish stock.

Cherie Miller
Sponsor Name (Please Print)

Cherie Miller
Sponsor Signature

Kathy Knowles
Principal or Director Signature

5/2/24
Date Submitted

Erin Keith 5/31/24
Activity Fund Custodian Signature

Date of Board Approval

24-25
School Year

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Special Olympics Project Code: 938 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Minute that Matters	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Competition entry fees, housing, registration fees, uniforms, tshirts, refreshments hats, screen printing, embroidery, fundraiser expenses, supplies.

Cherie Miller
Sponsor Name (Please Print)

5/2/24
Date Submitted

24-25
School Year

Cherie Miller
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Student Council Project #: 943 Site#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Pizza, Canes, Orange Leaf)	All school year
BEAST Week	August-March
Club Fees	August-October
Class Officer General FR	All school year

Other Sources of Revenue (income other than from fundraisers):

Donations, from businesses and families, restaurant nights, food trucks, flamingo flocking, merchandise sales.

Expenditures (how the funds will be spent):

BEAST Week (expenses and recipients). Fundraiser supplies. Student Council conferences and conventions. Student Council summer camps (BASIC & Advanced). Teacher Appreciation Week. Classroom equipment/storage. Student Scholarships. Election Runner.

Nick Hendricks — Sponsor Name (Please Print)

4/29/24 — Date Submitted

24-25 — School Year

Nick Hendricks — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Theatre Project Code: 945 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show tickets, show & program merchandise	all year (scattered)
show merchandise (state one act)	Sept-Oct
Princess Parties & costume sales	Once per quarter

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

decorations, awards, & food (for theatre events); show production costs; licensing and scripts; entry fees and travel for competitions; makeup kits; guest speakers & workshops; volunteer gifts, show & program merchandise

Emily Farnham — Sponsor Name (Please Print)

05/23/2023 — Date Submitted

2023-24 — School Year

Emily Farnham — Sponsor Signature

Brian Kaiser 5/31/24 — Activity Fund Custodian Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 1

Fundraisers (selling items for a profit):

Description	Month Planned
Choir Fee	August 2024-May 2025
Freddy's Restaurant Night	August 2024
Show Choir Clinic	September 2024
31/31 Calendar Fundraiser	October 2024
Selling Advertising Space in Concert Program	October 2024
31/31 Calendar Fundraiser	December 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, music fees, individual audition and participation fees, individual trip payments, banquet fees

Expenditures (how the funds will be spent):

Music, accompaniment tracks, music folders, music storage boxes, pencils, accompanists, choreographer, musicians, teacher organization memberships (ACDA, NAfME), Tri-M Chapter renewal, uniforms, t-shirts, conference registration, audition fees (regional and state honor choirs), participation fees (regional and state honor choirs, Hennessey Choral Festival, OU YMVW),

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

4/23/24
Date Submitted

23-24
School Year

Stout/Easley
Sponsor Signature

Brian Keith 6/4/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 2

Fundraisers (selling items for a profit):

Description	Month Planned
Kansas Maid Frozen Pastries	November 2024
Mr. Mustang Competition	November 2024
Singing Valentine Grams	February 2025
Mustang 4th - 8th Grade Choir Festival	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

CONTINUED from page 1: choir contest entries (OSSAA), show choir entry fees, trip payments, fundraiser items, (Kansas Maid), hotels for all-state, banquet catering, senior awards, Tri-M awards

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

4/23/24
Date Submitted

23-24
School Year

Stout/Easley
Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Advanced Placement Project#: 951 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Testing Fees	Aug - May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Testing supplies, testing fees, classroom supplies for AP teachers, mileage, snacks/food/water for test days

Jennifer Robinson
Sponsor Name (Please Print)

4.29.2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Aeronautics Project Code: 952 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

	Description	Month Planned
1	Fees from outreach, STEM camps and career exploration activities for all ages	All Year
2	Selling tickets and merchandise	All Year
3	Entrance fees to MHS Aeronautic events	All Year
4	Selling food and Simulator Cam	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Club Dues, Grants,
Estore for Club and School Spirit Items
Ground School Fees

Expenditures (how the funds will be spent):

Food, drink, and snacks for club meetings. Awards. Travel expenses for career exploration with industry partners. Classroom and STEM event supplies, STEM equipment and repairs. Travel to Air shows. Competition and lodging fee Ground School & Flight Scholarships, Curriculum and FAA Exam Fees

Gary Knowles — Sponsor Name (Please Print)

05/~~23~~03/2024 — Date Submitted

24-25 — School Year

Gary W. Knowles — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathryn Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS BPA Project#: 954 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Make and sell Posters, Fat Heads, Plaques	August - May
Vinyl Stickers, 3-D Prints	August - May

Other Sources of Revenue (income other than from fundraisers):

Donations, Member dues, money collected from game / field trip tickets and T-shirts

Expenditures (how the funds will be spent):

T-shirts,Walmart,Amazonforsupplies,Food,OKCThunderandDodgerTickets.

Transportation, State and National Conference Registration.

Buisness Professionals of America (BPA) Promotional Materials and Supplies.

Bailey Carey
Sponsor Name (Please Print)

05/02/2024
Date Submitted

2024-2025
School Year

Bailey Carey
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: MHS Debate Project#: 956 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	Oct - Dec
Bake Sale	Aug-May
3D Printed Items	Aug-May
Debate Night Tickets	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Funds will be used to cover OSSAA required registration fees for students who need help covering those fees. Funds will also be used to purchase supplies including legal pads, pens, file boxes & files, printer supplies. Funds may also be used for Districts & National Tournaments if students were to advance to that level of competition.

Thomas Teague
Sponsor Name (Please Print)

Thomas Teague
Sponsor Signature

Kathy Knowles
Principal or Director Signature

5/25/2023
Date Submitted

2023-2024
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Eco Club Project#: 958 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, club fees

Expenditures (how the funds will be spent):

Beautification project(s)

Kelly Noble — Sponsor Name (Please Print)

5/2/24 — Date Submitted

2024-2025 — School Year

Kelly Noble — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Esports Project#: 959 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	October

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Equipment, materials

Corey Weidner
Sponsor Name (Please Print)

5/1/2024
Date Submitted

2024 - 25
School Year

Corey Weidner
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: FCCLA Project#: 960 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Valentine's Crush Soda Sales	February

Other Sources of Revenue (income other than from fundraisers):

Donations, membership dues, FCCLA event fees.

Expenditures (how the funds will be spent):

attending FCCLA conferences, events and leadership activities

monthly meeting supplies and refreshments

travel costs and transportation

Marinda Cox — Sponsor Name (Please Print)

05/01/2024 — Date Submitted

2023-2024 — School Year

Marinda Cox — Sponsor Signature

Kathy Knowles — Principal or Director Signature

Kim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang FFA Title: Ag/FFA Project#: 961 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Meat Sales	September/January
Ag Sales	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Reimbursments for FFA Jackets, Ties and Scarves. Reimbursements for camps, leadership opportunities. FFA Fees.

Expenditures (how the funds will be spent):

FFA Banquet, meal and awards. State FFA Convention registration, rooms. National FFA Convention, registration, rooms. Shop Supplies. Greenhouse Supplies. Classroom Supplies. Showbarn Supplies. Chapter t-shirts. Guest Speakers. Teachers Breakfast. FFA Meeting Supplies.

Conway, Stevens, and Symes — Sponsor Name (Please Print)

4/30/24 — Date Submitted

~~25-26~~ 24/25 — School Year

Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Industrial Arts (Woodworking) Project#: 963 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Woodworking Class Fees, Governers Gavels

Expenditures (how the funds will be spent):

Wood, tools, supplies needed in woodshop classroom

Justin Lindsay
Sponsor Name (Please Print)

4/29/24
Date Submitted

24-25
School Year

Sponsor Signature

Erin Kaitz 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: JROTC Project#: 964 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Century Resources	November 2024
World's Finest Chocolate	Aug-Dec 2024
Snap Raise	October 2024
Car Wash	September 2024
Cadet Ball	April 2025
T-Shirts	Aug-Dec 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees for Uniforms, Competition Entry Fees,

Expenditures (how the funds will be spent):

Travel Expenses, Uniforms & Uniform Items, Cadet Awards, Competition Expenses

Fundraising Supplies, Office Supplies

David Walker — Sponsor Name (Please Print)

6/5/2024 — Date Submitted

2024 - 2025 — School Year

David G. Walker — Sponsor Signature

Activity Fund Custodian or CFO Signature

6.5.24 — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Junior Class/Prom Project#: 965 Program#: 965

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Prom Ticket Sales	March-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Construction Materials, Landscaping, Decorations, Transportation, Insurance, Facility Rental, DJ, Lighting Company, Project Graduation, Catering Balloons, Prom Workers, Party Favors

Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa McIntire
Sponsor Name (Please Print)

5-25-23
Date Submitted

23/24
School Year

Vanessa McIntire
Sponsor Signature

Bill Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

1212

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Key Club Project#: 966 Program#: 900

☐ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
World's Finest Chocolate Fundraiser	January

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees

Expenditures (how the funds will be spent):

Club shirts, Ledcon attendance, Socials, Food Pantry,

Lillie Syverson
Sponsor Name (Please Print)

5-1-24
Date Submitted

23-24
School Year

Lillie Syverson
Sponsor Signature

Kathy Knowles 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

1213

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Multicultural Club Project#: 967 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirts	Aug-May
Membership Dues	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, fees for feild trips

Expenditures (how the funds will be spent):

Refreshments, supplies & decor for club meetings, socials, guest speakers & cultural feild trips

TBD
Sponsor Name (Please Print)

5-31-24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Kathryn Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Musical Project Code: 968 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show mechandise	(Dec-March
tickets	
student participation fee	(Nov-Jan)

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

equipment rentals and purchases, licensing, production costs, staffing fees, food for rehearsals/shows

Emily Farnham
Sponsor Name (Please Print)

05/23/2023
Date Submitted

2023-24
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Mustang HS NHS Project Code: 969 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Member fees	August-May
T-Shirt Sales	September-Dec.
State Convention	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Fees- Supplies, decorations, prizes, awards, and food for induction and socials

General office supplies, yearly state and national dues, officer pullovers

T-Shirt Sales- To purchase t-shirts

State- Travel, registration, organization, food, subs,and decorating for NHS State

Olivia Bennett
Sponsor Name (Please Print)

04/30/2024
Date Submitted

24-25
School Year

Olivia L Bennett
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Scholarship Fund Project#: 972 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Scholarships, Conference/Registration Fees for STEM Students

Jason Limke
Sponsor Name (Please Print)

5/1/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Spanish National Honor Project#: 975 Program#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts	Jan - March
Cultural Products	Sept - April
Chocolate	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations,
Member Dues

Expenditures (how the funds will be spent):

Fundraiser cost, party supplies, spirit / pride expenses, toy drives, awards, guest speakers, food, decorations, logo attire, mileage reimbursement, workshop/convention fee due to mandatory membership to AATSP, community service projects.

Maria Mitchell
Sponsor Name (Please Print)

Maria Mitchell
Sponsor Signature

Kathy Knowles
Principal or Director Signature

05/02/2024
Date Submitted

2024/2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Technology Ed Project Code: 976 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Mondays	Aug- May
Concessions/Food Sales	Aug - May
Chocolate Bars	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Grants, Restaurant Nights, Corporate Sponsorships and club fee($20)

Expenditures (how the funds will be spent):

Supplies and equipment, team uniforms, promotional/outreach supplies, contest fees, travel expenses, fundraising expenses

Jessica Holman — Sponsor Name (Please Print)

04/29/2024 — Date Submitted

23/24 — School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Video Club Project#: 977 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Making senior/student videos	Aug-May
Bake Sale	Aug-May
Pick a day calendar	Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Technology equipment

Kerry Shuck — Sponsor Name (Please Print)

5/1/24 — Date Submitted

24-25 — School Year

Sponsor Signature

Brian Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathryn Knowles — Principal or Director Signature

Date of Board Approval

1220

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Work Adjustment Training Project Code: 978 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Monthly funds through DRS (Dept of Rehab Services)

Expenditures (how the funds will be spent):

Classroom transition curriculum, office supplies/equipment.

Cherie Miller — Sponsor Name (Please Print)

5/2/24 — Date Submitted

24-25 — School Year

Cherie Miller — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Mustang Transition Academy Project#: 980 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Popcorn	Aug-May
Drink/Snack Cart	Aug-May
Staff Lunch	Aug-May
	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, contracts

Expenditures (how the funds will be spent):

Supplies & equipment for classroom use, fundraisers and social events such as food, laundry & cleaning supplies.

TBD
Sponsor Name (Please Print)

5/2/2024
Date Submitted

24-25
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Sponsorships/Donations Project#: 803 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Athletic Sponsorships/ Advertisements	July 2024
Athletic Apparel Sales	July 2024
Pride Night	August 2024
Hall of Fame Banquet	August 2024

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Event Hospitality, Hall of Fame Banquet, Holiday Classic Basketball Tournament, Professional Development, Live Stream Production, Awards, Equiptment, Uniforms, Etc.

Tiffany Thompson — Sponsor Name (Please Print)

4/1/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: General/ Gate Revenue Project#: 801 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Golf Tournament	October 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Entry Fees, Gate Revenue and Reimbursement from OSSAA.

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Officials, Entry Fees, Security, Event Workers, Field Maintenance, Facility Maintenance,
Uniforms, Equiptment, Etc.

Tiffany Thompson	4/1/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Athletics Trainers Project#: 810 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Physical Day	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Medical Supplies and Equiptment needed for student athletes, Event Workers, Professional Development, Uniforms, Etc.

Tiffany Thompson	4/1/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project #: 940 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Sales	All School Year
Orange Leaf	All School Year
Food Trucks	All School Year
Concessions	All School Year
Snow Cones	All School Year
T-Shirt Sales	Aug - Dec

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Shirts, Equipment, Repairs on Equipment, Supplies, Parent Teacher Conference

Meals, Conference Fees, Staff Recognition Awards

Ramae Collins
Sponsor Name (Please Print)

4.8.24
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project#: 940 Program#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Morsey Sticker/Magnet Sale	All Year
Hat Day	All Year
Field Day	Fall & Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Ramae Collins
Sponsor Name (Please Print)

4.08.2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Keith 5/3/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: SpecEd Funct. Skills Project Code: 935 Site #: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Baked Potato Bar, Candy Sales)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Classroom Supplies, Food, Field Trip Costs, Transportation

Gina Basco
Sponsor Name (Please Print)

4/5/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Kamel Collins
Principal or Director Signature

Date of Board Approval

Revised: 2/17/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Scholastic Academic Team Project #: 919 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Sales	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Memberships, Competition Fees, Equipment, Repairs on Equipment, Supplies for Equipment, Transportation

Hannah Naff
Sponsor Name (Please Print)

04/04/24
Date Submitted

2024-2025
School Year

Hannah Naff
Sponsor Signature

Brian Kastl 5/31/24
Activity Fund Custodian or CFO Signature

Lamar Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Theatre Project #: 945 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Gate Entry for Theatre Play	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Costumes, Food, Decorations, Classroom Supplies, Start-up Funds, Scripts, Royalty Fees,
Set Pieces, Furniture, Props

Teri Hood
Sponsor Name (Please Print)

Teri Hood
Sponsor Signature

Kamae Collins
Principal or Director Signature

4/4/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Vocal Project #: 946 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Calendar Drive	Sept - Oct
T-Shirts	Sept - Nov
Frontier City/Day of Choirs	March - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts, Fees, Uniforms, Music

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Fees, Hotel Rooms, Music, Transportation, Tickets to Frontier City, Equipment, Repairs on Equipment, Supplies for Equipment

Sarah Green — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Sarah Green — Sponsor Signature

Toni Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Ramae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Student Council Project #: 943 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt of the Month	All School Year
Membership Shirts	August
BEAST Week	November - March
Concessions	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Food, Staff Gifts, Shirts, Banners, Student Awards

Hannah Courtney
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Leadership/STRIVE Project #: 925 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dances	All School Year
Fill The Bus	Oct - Jan
Talent Show	March - April
Concessions	All School Year
T-Shirts	Aug - Sept

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Conference Fees, Decorations, Hotel Rooms, Transportation

Sarah Green
Sponsor Name (Please Print)

4/1/24
Date Submitted

2024-2025
School Year

Sarah Green
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Lorna Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Skills for Living Project #: 934 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Bar	All School Year
Cookie Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Food for Food Labs, Sewing Materials, Equipment, Repairs on Equipment, Supplies for Equipment, Classroom Decor & Supplies

Jennifer Morris — Sponsor Name (Please Print)

4/8/24 — Date Submitted

2024-2025 — School Year

Jennifer Morris — Sponsor Signature

Erin Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Kami Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Principal Project #: 931 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	All School Year
T-Shirt Sales	Aug - Dec
Student Fees	All School Year
Yearbook	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom/Office Supplies, Food, Fees, Shirts, Awards, Equipment, Repairs for Equipment, Supplies for Equipment, Gifts, Hotel Rooms, Transportation, Banners, Paper Goods, Utensils, Cleaning Supplies, Food Trucks, Yearbook Costs, Technology, Action Shots for Yearbook

Ramae Collins
Sponsor Name (Please Print)

04/08/2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Athletics Project #: 807 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fall Sports Text/Email Blast	Aug - Oct
Winter Sports Text/Email Blast	Nov - Feb
Spring Sports Text/Email Blast	March - April
JV Basketball Festival Entry Fee	Nov - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Concession Revenue, Reimbursement for Lost or Damaged Uniforms

Expenditures (how the funds will be spent):

Concessions Worker Pay, Concessions, Concession Start Up, Coaches Equipment, Uniforms, Supplies, Reward Lunches, Sports Equipment, Athlete Shirts, Transportation, Appliances, Gifts, Building Security Accessories, Field Maintenance

Chris Sawyer
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamar Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Media Project #: 927 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Library Snack Store	All School Year
Book Fair #1	September
Book Fair #2	Febrary
Eraser Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, Shelving Materials, Furniture, Games, Paper, Poster Maker, Equipment

Purchases, Equipment Repairs and Supplies

Mandy Sawyer — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Mandy Sawyer — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kamae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Band Project #: 922 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band-A-Palooza	Aug - Sept
T-Shirts	Sept - May
LOMA Raffle for Cash	January - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Lost or Broken Instruments, Music, Reeds, Shirts, Books, Fees, Rentals, Band Supplies

Expenditures (how the funds will be spent):

Music Coaches/Lessons, Awards, Accompanist, Classroom Supplies, Transportation, Instrument repairs, Gifts, Shirts, Food, Subscriptions, Music, Fundraiser Rewards

Craig Amendt — Sponsor Name (Please Print)

4/5/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Brian Carter 5/31/24 — Activity Fund Custodian or CFO Signature

Tomae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Archery Project #: 920 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts and Sweatshirts	Sept - Dec
Tournament	Dec - Feb
Shoot-A-Thon	Dec - Feb
Candy Sales	Sept - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Dues

Expenditures (how the funds will be spent):

Archery Supplies, Conferences, Travel, Uniforms, Food, Awards

Karen Bridges
Sponsor Name (Please Print)

04/04/2024
Date Submitted

2024-2025
School Year

Karen Bridges
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Kenae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
The Bear Factory	February
World's Finest Chocolate	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Rewards, refunds, technology equipment/supplies, playground needs/improvements, fundraiser expenses/supplies, student supplies, classroom material for students, beautification

Andrea Peterson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Andrea Peterson
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Student Council Project#: 931 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, student fees

Expenditures (how the funds will be spent):

Student council expenses and supplies for projects, beautification

Andrea Peterson
Sponsor Name (Please Print)

Andrea Peterson
Sponsor Signature

Andrea Peterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Caito 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Robotics (LEGOS) Project#: 931 Program#: 932

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	Fall & Spring

Other Sources of Revenue (income other than from fundraisers):

Donations, student fees

Expenditures (how the funds will be spent):

Purchase of supplies/equipment, educational resources, fundraiser expenses, refreshments, apparel expense, technology, awards/recognitions, installation materials for art exhibits, dues, travel expenses, mileage, rewards, registrations

Amanda Peters
Sponsor Name (Please Print)

Amanda Peters
Sponsor Signature

Andrea Peterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Counseling Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	October & Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Parties/refreshments, fundraising expenses, supplies, equipment, awards, gifts, student rewards, student and counselor learning materials, travel expenses, yard sign (senior walk, etc)

Meghan Plautz
Sponsor Name (Please Print)

Meghan Plautz
Sponsor Signature

Andrea Patterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Kath 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	April / May
Glow Run/Fun Run (Funds raised split 3 ways: Art, Music & PE)	October or November
Spirit Beads	October

Other Sources of Revenue (income other than from fundraisers):

Donations, skating fee, bowling fee,

Expenditures (how the funds will be spent):

Purchase/repair of equipment, supplies, refreshments, professional workshop expenses, mileage/travel expenses, fundraiser supplies/expenses, student awards/rewards, recognition certificates, skate rental, bowling rental, t-shirts, inflatable rental & associated expenses

Toni Pearson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Toni K. Pearson
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Vocal Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Recorders	September

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Audio/visual material, music, equipment, refreshments, t-shirts, office supplies, fundraiser expenses, music/software, musical instruments, student incentives, equipment repairs, technology, field trip fees, transportation expenses, learning materials

Sheryl Whitehead
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Sheryl Whitehead
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Elementary 105 Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Social Committee Dues

Expenditures (how the funds will be spent):

Food, beverages, materials and supplies for meetings, recognitions, fundraiser supplies and expenses, flowers, motivational materials, donations, membership fees, beautification, t-shirts speakers, gifts, paper products, decor

Andrea Peterson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Andrea Peterson
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Silent Auction / Fast Pass	August, December
T-Shirt Sales	August, Sept/October
Lil' Snowie Snow Cones	8 days: Aug - May
Lollipop Sales	9 days: Aug - May
Yearbook Sales	All Year
Fall, Spring and Group Pictures	Sept, Feb, March, Apr

Other Sources of Revenue (income other than from fundraisers):

Donations, class fees, field trip fees

Expenditures (how the funds will be spent):

Classroom/office/student expenses/supplies, learning materials, rewards, refunds, decor, beautification, workshop expenses, party items/food, yearbooks, staff shirts, awards/ recognition, teacher appreciation, staff lunch, field trip fees & transportation, technology equipment/supplies, playground needs, fundraiser supplies, membership fees, speaker fees,

Andrea Peterson — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024/2025 — School Year

Andrea Peterson — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Andrea Peterson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Staff Expenses (CONT'D #2) Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Bronco Bracelets	All year
T-shirt Sales	Nov/Dec or Feb
Birthday Shout Outs on Digital Sign	All Year
Restaurant Nights	All Year
Snack Sales	All Year
Fun Run	Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

(CONT'D) professional magazines, accelerated reader program, photo supplies/equipment, book orders, recognition/awards, flowers/plants, parent/student refreshments, costume rental/ purchase, assembly entertainment, staff meeting supplies/materials, furniture, media supplies, equipment repair, reflex math/ESGI

Andrea Peterson
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Andrea Peterson
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Staff Expenses (CONT'D #3) Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Show	Fall and/or Spring
Talent Show	Fall and/or Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Andrea Peterson — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024/2025 — School Year

Andrea Peterson — Sponsor Signature

Brian Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Andrea Peterson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Supply Fee	All year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Supplies/equipment, educational resources, fundraiser expenses, refreshments, apparel expense, technology, awards/recognitions, installation materials for art exhibits, dues, travel expenses, mileage, rewards

Ashley Rolewicz
Sponsor Name (Please Print)

05/03/2024
Date Submitted

2024/2025
School Year

Ashley Rolewicz
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Andrea Peterson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: 105 - Mustang Elementary Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Library Store	All Year
Book Fair	Fall & Spring Conf

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, office supplies for media, decor, professional development, travel expenses, hotel expenses, mileage, technology, equipment, equipment repair

Tanya Bernhardt
Sponsor Name (Please Print)

Tanya Bernhardt
Sponsor Signature

Lindsay Peterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Elementary -105 Title: PE / Archery Project#: 930 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Archery Shoot	Dec or Jan
March Madness Beads	March
T-Shirt Sales	Unknown

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees

Expenditures (how the funds will be spent):

Supplies/equipment, educational resources, fundraiser expenses, refreshments, equipment repairs, awards, rewards, entry fees

Toni Pearson
Sponsor Name (Please Print)

Toni K. Pearson
Sponsor Signature

Andrea Peterson
Principal or Director Signature

05/03/2024
Date Submitted

2024/2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Membership dues	Aug-Mar
Tshirts	Aug-Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

robotics expenses, PD workshop expenses, recognition & awards expenses, snacks/ refreshments expenses, registration & field trip expenses

Joe Podoll — Sponsor Name (Please Print)

5-1-2024 — Date Submitted

24-25 — School Year

Joseph R. Podoll — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Jennifer Young — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
t-shirts	Sept-Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Field trip expenses, student council expenses, refreshments & awards expenses, supplies & community outreach expenses, subscriptions, school improvement expenses.

Amanda Mumme and Sarah Moody
Sponsor Name (Please Print)

5-1-24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student store	Jan-May

Other Sources of Revenue (income other than from fundraisers):

Donations, lost book fines, approved fundraiser

Expenditures (how the funds will be spent):

classroom/ office expenses, PD workshop expenses, FR expenses, subscriptions membership dues, video confrence expenses, curricular material expenses,

Carol Scott
Sponsor Name (Please Print)

5-1-2024
Date Submitted

24-25
School Year

Carol M Scott
Sponsor Signature

Dawn Keith 5/31/24
Activity Fund Custodian or CFO Signature

Jennifer Young
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Smencils	Sept- Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom/ equipment expenses, PD workshop expenses, fundraiser expenses.

field trip expenses, refreshments/awards expenses

Roxie Ralph
Sponsor Name (Please Print)

Roxie Ralph
Sponsor Signature

Jennifer Young
Principal or Director Signature

5-1-24
Date Submitted

24-25
School Year

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness tshirts	Jan-Feb
Popcorn Sales	Oct
Testing tshirts	Mar-April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

staff/ counselor, office/ classroom expenses, PD workshop expenses, materials/ curriculum resource expenses, hospitality expenses/ testing snacks & assembly expenses, recognition & awards expenses,

Lesha Taylor — Sponsor Name (Please Print)

5-1-24 — Date Submitted

24-25 — School Year

Lesha Taylor — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Jennifer Young — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Valley Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Picture Day	Sept- May
Yearbook Sales	Sept- May
Monthly Resturant Nights	Sept- April
Candy Grams	Feb
T-shirt Sales	Aug-Feb
Book Fair	March

Other Sources of Revenue (income other than from fundraisers):

Donations, commissions from above

Expenditures (how the funds will be spent):

office/ staff/ classroom expenses, building expenses, PD workshop expenses, recognition & awards expenses, staff meals/ refreshment expenses, teacher/ student appreciation expenses

Jennifer Young
Sponsor Name (Please Print)

Jennifer Young
Sponsor Signature

Jennifer Young
Principal or Director Signature

5-1-24
Date Submitted

24-25
School Year

Brie Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

1258

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Booster-Thon	Oct-Dec
Field Trips	Aug-May
Beast Week	Aug-May
Project graduation	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Staff/ student/ office expenses, PD workshop expenses,out reach night expenses, staff/student motivation/ appreciation expenses, snacks/ meals expenses donations to project graduation and beast week, FR expenses, field trip expenses. technology/ equipment repair/ material expenses.

Jennifer Young
Sponsor Name (Please Print)

5-1-24
Date Submitted

24-25
School Year

Jennifer Young
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Jennifer Young
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Valley Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art expenses, PD workshop expenses

Sarah Moody
Sponsor Name (Please Print)

Sarah Moody
Sponsor Signature

Jennifer Young
Principal or Director Signature

5-1-2024
Date Submitted

24-25
School Year

Kim Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma - 115 Title: LE Leaders (Counseling) Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness T-Shirts	Jan 25 - May 25
Beast Week	Jan 25 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, Dues

Expenditures (how the funds will be spent):

Student Food, Rewards, Technolgy Supplies, Testing/Student Incentives

Student Safety Equipment, Curriculum, Paper Goods, TShirts, Guest Speakers

Jeremy Younkin	5/3/24	2024-25
Sponsor Name (Please Print)	Date Submitted	School Year
Jeremy Younkin	Shawn Carter 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Shawn Carter		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma -115 Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Club	Aug 24 - May 25
Student Art Fees	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Dues for Art Club and fees for art

Expenditures (how the funds will be spent):

Classroom Art Supplies, Educational Resources, Awards/Recognitions, Workshop Fees, Furniture, Cleaning Supplies, Teachnology

Amy Leochner
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024-25
School Year

Amy Leochner
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Shawna Carter
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Lakehoma - 115 Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	Ocotober 1-8, 2024
Birthday Club	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Lost/Damaged Books, Grants, Book Fines

Expenditures (how the funds will be spent):

Books/Subscriptions, Media Instruction Supplies, Furniture/Equipment
Speaker Fees, Refunds, Technology Supplies, Staff Workshops, Refreshments,
Audio/Visual Materials

Brandy Wauters — Sponsor Name (Please Print)

5/3/24 — Date Submitted

2024-25 — School Year

Brandy Wauters — Sponsor Signature

Jim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Shawna Carter — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fall Student Pictures	September 24
Robotics	Aug 24 - May 25
Spring/Group Pictures	Spring 2025
Yearbooks	Sept 24 - May 2025
Santa Pics	Dec 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees Books Orders, Commission

Expenditures (how the funds will be spent):

Student Incentives (food/prizes), Books. All Technology related equipment and supplies

Dues & Fees, T Shirts, Office Supplies, Refunds, Playground / PE Equipment, Awards

Classroom Supplies, Transportation Fees, Speaker Fees, Parent/Student

Refreshments, Student Store Expenses

Anita Stuckey — Sponsor Name (Please Print)

5/3/24 — Date Submitted

2024- 2025 — School Year

Anita Stuckey — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Shawna Carter — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Wishes	Aug 24 - May 25
Car Tags	Aug 24 - May 25
Snacks	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Vending Machines, Fees

Expenditures (how the funds will be spent):

Playground Materials, Workshops, Staff Food/Beverages, Paper Products

Magazines, Furniture, Technology (printers, computers. etc) Nameplates

TShirts, Flags, Office Supplies, Vending Machine Supplies, Cleaning Supplies,

Books, Flowers, Travel Expenses, Motivational Speakers, Classroom Supplies

Anita Stuckey
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024- 2025
School Year

Anita Stuckey
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/3/24

Shawna Carter
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: LE - 115 Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Recorders	Aug 24 - May 25
TShirts (Honor Choir)	Aug 24 - May 25

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Instruments, Music, Classroom Teaching Supplies, Tshirts, Costume Rental,
Equipment/Equipment Repair, Furniture, Contest Fees, Refreshments,
Recorders

Anita Stuckey	5/3/24	2024- 2025
Sponsor Name (Please Print)	Date Submitted	School Year
Anita Stuckey	Erin Kaiser 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Shawna Carter		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Trails Title: Principal Project#: 931 Program#: 931

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Please see attached document	

Other Sources of Revenue (income other than from fundraisers):

Donations, collecting field trip monies, collecting fees for robotics, t-shirt sales, collecting money
Scholastic News subscriptions

Expenditures (how the funds will be spent):

t-shirts, office supplies, Robotics competition/fees/supplies, curriculum, Scholastic renew
food items for staff, snacks foe students, buses for field trips, staff gifts, testing supplies, field trip
awards, substitute reimbursement, fundraiser supplies, care/upkeep of ground, professional
development, cleaning supplies, technology, books, travel expenses

Lindsey Coffey — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

ACTIVITY	FUND 931 SITE 120
FUNDRAISER	MONTH PLANNED
Scholastic News 2nd/3rd grade	August-December
1st grade candy cane sales	December
Robotics Club	All year
Tom Jackson Photography (fall photos)	September
District Shirts	September
Kinder Orr Family Farm trip fees	October
4th grade bowling field trip fees	November
Yearbook profit	All year
Readathon	Spring semester
Snack sales for Readathon	Spring semester
3rd grade field trip to Thunder game fees	February-March
Tom Jackson Photography (group/spring photos)	Spring semester
Beast week	February-March
PreK tshirt sales	March/April
4th grade t-shirt sales	March/April
4th grade field trip to Science Museum	May
2nd grade field trip to Science Museum	April

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Trails Title: MEDIA Project#: 927 Program#: 927

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Book Club	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, lost or damaged book fees

Expenditures (how the funds will be spent):

Smart board items, projector parts, toner, books book repair cost, miscellaneous office supplies, professional development, student prizes/rewards, book fair, technology, cleaning supplies travel expenses, substitute reimbursement

Lindsey Coffey — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: STAFF Project#: 931 Program#: 940

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Staff meals, staff treats, staff appreciation, professional development, technology, staff travel expenses

Lindsey Coffey — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: STUDENT COUNCIL Project#: 943 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Miscellaneous prizes for mystery bags, poster boards, snacks, paper

Jessica Dixon — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Jessica Dixon — Sponsor Signature

Erin Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

James Hobby — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: ART Project#: 921 Program#: 921

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Fee	All Year
Smencil Sales	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art Supplies, Smencils, clay, paper, technology, professional development, student prizes/rewards

Jessica Quintero — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Jessica Quintero — Sponsor Signature

Erin Kaith 5/3/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Trails Title: Drug Free Club Project#: 923 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness Shirts	Feburary

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Counseling supplies (paper, fidgets, folders) SEL literature, School Counseling conferences professional development, travel expenses, student prizes/rewards, technology

Tammy Brown	05/03/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Tammy Brown	Brian Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Jamie Hosky		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: SPECIAL ED Project#: 937 Program#: 937

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, technology, curriculum, student prizes/rewards

Malinda Elliott — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: HONOR CHOIR Project#: 946 Program#: 946

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Little Caesar kit sales	November-December

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Instruments, music books and curriculum, classroom supplies, professional development

student prizes/rewards

Hope Meek — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: TRAILS Title: PE Project#: 930 Program#: 930

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
None on file	

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Gym equipment, student rewards/prizes, professional development, office supplies

Christin Gelso — Sponsor Name (Please Print)

05/03/2024 — Date Submitted

2024-2025 — School Year

Christin Gelso — Sponsor Signature

Robin Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Jamie Hasty — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Smencil sales	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art supplies

Smencil purchases

Kaci Boothby
Sponsor Name (Please Print)

5/3/2024
Date Submitted

24-25
School Year

Kaci Boothby
Sponsor Signature

Erin Kate 5/31/24
Activity Fund Custodian or CFO Signature

Leah Johnson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness Week Tshirt sales	Jan-Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Curriculum

Supplies

Tshirts

Denise Hershey	5/3/2024	24-25
Sponsor Name (Please Print)	Date Submitted	School Year
Denise Hershey	Erin Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Leah Anderson		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fairs	Oct and Feb/Mar
Sucker sales	Oct and Feb/Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books

Supplies

Terri Story	5/3/2024	24-25
Sponsor Name (Please Print)	Date Submitted	School Year
Terri Story	Brian Kaiser 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Leah Anderson		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Field trips	Sept-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PE/Gym Supplies

Bailey Head/Brandy Sparks — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

B Head — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Principal's/Main Account Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Field trips	Year long
Yearbooks/Photos	Year long
Santa Photos	Nov/Dec
Tshirt sales	Sept-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies	Beast Week FR items	Refunds
Curriculum	Tshirts	
Testing Snacks	Awards	
Substitutes	Field trip ticket purchases	

Leah Anderson/Katy Lindsey — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Katy Lindsay — Sponsor Signature

Erin Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt sales	Sept-Apr

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Robotics supplies

Curriculum

Tshirts

Leah Anderson
Sponsor Name (Please Print)

5/3/2024
Date Submitted

24-25
School Year

Leah Anderson
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Leah Anderson
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Special Olympics/Speds Project#: 937 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
	Aug-Apr

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Transportation

Tshirts

Food items

Classroom supplies

Bridget Carr — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt sales	Sept-Apr
Snow Cone Sales	Monthly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Awards

Gifts

Tshirt

Snacks/Refreshments

Katy Lindsey — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Katy Lindsey — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Creek Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Musical Instruments	Aug-Apr

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Music supplies

Megan Crews — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

24-25 — School Year

Megan Crews — Sponsor Signature

Kim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Leah Anderson — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MEC Title: Staff/Pre-K Project#: 940 Program#: 951

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Hut Night	September
McTeacher's Night at McDonald's	February/March
Popcorn	August thru May
T-Shirt Sales	August thru May
Hat Day	August thru May

Other Sources of Revenue (income other than from fundraisers):

Donations, picture commissions, book orders, student activity apparel, field trip fees, and student vending commission.

Expenditures (how the funds will be spent):

Student awards, learning materials, refunds, classroom supplies and furniture, decor, school beautification improvements, flowers for recognition and awards, parent/student refreshments, assembly entertainment, incidental supplies, technology equipment/supply, bus driver & mileage, and playground equipment.

Carie Allen — Sponsor Name (Please Print)

05/06/24 — Date Submitted

2024-2025 — School Year

Carie Allen — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

1286

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MEC Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Hut Night	September
McTeacher's Night at McDonald's	February/March
Popcorn	August thru May
T-Shirt Sales	August thru May

Other Sources of Revenue (income other than from fundraisers):

Donations, picture commissions, book orders, student activity apparel, field trip fees, and student vending commission.

Expenditures (how the funds will be spent):

Student awards, learning materials, refunds, classroom supplies and furniture, decor, school beautification improvements, flowers for recognition and awards, parent/student refreshments, assembly entertainment, incidental supplies, technology equipment/supply, bus driver & mileage, and playground equipment.

Carie Allen — Sponsor Name (Please Print)

05/06/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Erin Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MEC Title: Principal/Pre-K Project#: 931 Program#: 951

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Orange Leaf	October thru May
Popcorn and Pizza	August thru May

Other Sources of Revenue (income other than from fundraisers):

Donations, staff generated vending proceeds.

Expenditures (how the funds will be spent):

Student awards, staff gifts, food, beverage, materials and supplies for meetings, recognitions, fundraiser supply and expenses, T-shirts, motivational speakers, flowers, landscaping, office and technology supplies, travel expenses, mileage, all expenses necessary and directly beneficial for MEC.

Carie Allen
Sponsor Name (Please Print)

05/06/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Activity Project Code: 931 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Cherrydale	Fall
Big Kahuna - chocolate	February
FS class Coffee Cart	All year
FS Pancake Breakfast	April

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trips

Expenditures (how the funds will be spent):

Classroom & School wide resources, material supplies, school/office/nurse supplies,
Conferences, Facutly team building, teacher and staff incentives, technology
snacks, shirts and gifts, fundraiser supplies

Jennifer Dykes
Sponsor Name (Please Print)

4/8/24
Date Submitted

24-25
School Year

Jennifer Dykes
Sponsor Signature

Jennifer Dykes
Activity Fund Custodian Signature

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Staff expenses Project Code: 940 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
See attachment	

Other Sources of Revenue (income other than from fundraisers):

Donations, car tags replacements

Expenditures (how the funds will be spent):

Classroom & School wide resources, material supplies, school/office/nurse supplies, Conferences, fundraiser supplies, faculty team building, faculty incentives, technology student reward and incentives, faculty food and gifts

Jennifer Dykes
Sponsor Name (Please Print)

4/6/24
Date Submitted

24-25
School Year

Jennifer Dykes
Sponsor Signature

Jennifer Dykes
Activity Fund Custodian Signature

Brian Keith 5/31/24

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

Purpose of Activity Fund Account attachment

Centennial Staff expenses Account
Project 940
Site 135

Description	Month
Shirt	All year
Yearbook	All year
Snow Cones	All year
Fall Carnival	October
Pictures Fall/Spring/Grad	October/February
Sucker	All year
Winter Showcase	December
Popcorn	All year
Food truck	All year

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial PE Project Code: 990 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Bedlam Beads	October
Shirts	Fall/Spring

Other Sources of Revenue (income other than from fundraisers):

Donations, PE fees, skatetime fees, bowling fees, shirts

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies, fundraiser supplies, PE supplies, student reward and incentives, archery supplies shirts, skatetime fees, bowling fees

Cathy Cornelius
Sponsor Name (Please Print)

4/8/24
Date Submitted

24-25
School Year

Cathy Cornelius
Sponsor Signature

Activity Fund Custodian Signature

Brie Kaiser 5/31/24

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Art Project Code: 921 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Marcos decorate pizza box	October
Smencils	all year

Other Sources of Revenue (income other than from fundraisers):

Donations, Art fees

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
fundraiser supplies, Art supplies, student reward and incentives

Tina Frost — Sponsor Name (Please Print)

4/5/24 — Date Submitted

24-25 — School Year

Tina Frost — Sponsor Signature

Jennifer Dykes — Activity Fund Custodian Signature

Erin Kath 5/31/24

Jennifer Hodde — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial counseling Project Code: 923 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness shirts	January

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
Conferences, fundraiser supplies, technology, student reward and incentives
Counseling resources

Amanda Warner
Sponsor Name (Please Print)

4/5/24
Date Submitted

24-25
School Year

awarne
Sponsor Signature

Activity Fund Custodian Signature

Brin Kaiser 5/31/24

Jennifer Todd
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Robotics Project Code: 932 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics fees and shirts	all year

Other Sources of Revenue (income other than from fundraisers):

Donations, robotics fees, shirts

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
fundraiser supplies, Robotics supplies, student reward and incentives, shirts
Competition fees

Amy Nateaway
Sponsor Name (Please Print)

4/3/24
Date Submitted

24-25
School Year

Amy Nateaway
Sponsor Signature

Activity Fund Custodian Signature

5/31/24

Jennifer Todd
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Media Project Code: 927 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	Fall/spring
Birthday Book Club	All year
Snack Bags	October/April

Other Sources of Revenue (income other than from fundraisers):

Donations, library fines

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
Conferences, fundraiser supplies, technology, books, media supplies
student reward and incentives,

Cheryl Harrison
Sponsor Name (Please Print)

4-4-24
Date Submitted

24-25
School Year

Cheryl Harrison
Sponsor Signature

Activity Fund Custodian Signature

5/31/24

Jennifer Hoddo
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Centennial Music Project Code: 946 Site #: 135

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Music fees, recorders

Expenditures (how the funds will be spent):

Classroom & School wide resources, supplies, and materials supplies,
fundraiser supplies, Music supplies, student reward and incentives
,

Whitney Kirkwood
Sponsor Name (Please Print)

4/8/24
Date Submitted

24-25
School Year

Sponsor Signature

Jennifer Dykes
Activity Fund Custodian Signature

Brian Keith 5/31/24

Jennifer Hodde
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Archery Project#: 920 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Archery Fee	Oct/Nov
Archery Shoot-A-Thon	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, archery shirts

Expenditures (how the funds will be spent):

PE supplies, sub repay, archery tournament fees

Diana McElroy
Sponsor Name (Please Print)

4/15/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/21/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Smecils	All Year
Lollipops	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, art club fee

Expenditures (how the funds will be spent):

art supplies, classroom supplies, fundraiser items

Cheyenne Woodward
Sponsor Name (Please Print)

Cheyenne Woodward
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
GATE business project	Dec/May
Kindness Shirt	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

testing supplies, class supplies, counselor's corner supplies,furniture

Lasha Claborn
Sponsor Name (Please Print)

Lasha Claborn
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook	All Year
Bookfairs	Oct/Mar

Other Sources of Revenue (income other than from fundraisers):

Donations, Book fines

Expenditures (how the funds will be spent):

books, media center supplies, furniture, technology

Rachel Ross
Sponsor Name (Please Print)

Rachel Ross
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dodgeball Tournament	Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PE Supplies, Sub Repay

Diana McElroy
Sponsor Name (Please Print)

Sponsor Signature

Deana Ellis
Principal or Director Signature

04/15/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student Fee	All Year
Replacement Car Tags	All Year
Level Up Monetary donation fundraiser	Sept
Yubbler Online School Supplies	June - Aug
Academic Team Snack fundraiser	All Year
See Attached Form	

Other Sources of Revenue (income other than from fundraisers):

Donations, Tshirts, field trip fees, BEAST week

Expenditures (how the funds will be spent):

Class supplies, offfice supplies, student rewards, furniture, curriculum, PLC, sub repays transportation repay, student dismissal system, decor, field trips, Sam's Club membership OAAC registration, student snacks, technology supplies, workshops, shirts, celebration supplies, BEAST week supplies

Dawn Clarke
Sponsor Name (Please Print)

Dawn Clarke
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

Description	Month Planned
Academic Team Fee	Sept - Oct
Jump Force Fee	Oct - Dec
Horizon Shout Out	All Year
Agendas	All Year

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotic Fees	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Tshirts

Expenditures (how the funds will be spent):

Class supplies, student rewards, registrations, robotic supplies, student meals, EOY celebration

Cherish Buel
Sponsor Name (Please Print)

Cherish L Buel
Sponsor Signature

Deana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Spec Ed Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Teacher snack cart	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, field trips

Expenditures (how the funds will be spent):

CBI field trips, classroom supplies, generation genius subscription, student rewards

Monica Trail
Sponsor Name (Please Print)

4/15/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Trucks	All Year
Paint Night	TBD
Fall/Spring Pictures	Sept/Feb
Kona Ice	All Year
Orange Leaf	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

food, teacher gifts, staff shirts

Dawn Clarke
Sponsor Name (Please Print)

Dawn Clarke
Sponsor Signature

Dana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Hulk Fee/Tshirts	Apr/May

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees

Expenditures (how the funds will be spent):

classroom supplies, student rewards, EOY celebration supplies, sub repay, field trips transportation repay, decor for special events, HULK meals

Ginger Davis
Sponsor Name (Please Print)

Ginger Davis
Sponsor Signature

Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Horizon Title: Vocal Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Vocal Donation Drive	Sept
Lollipops	All Year
Choir Fees	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees, choir fees

Expenditures (how the funds will be spent):

NAFME membership, competition registrations, hotel fees, transportation fees, music sheets

classroom supplies, student meals, student rewards, field trip expenses, shirt, workshops

lollipops, OAKE membership

Tanner Aubrey
Sponsor Name (Please Print)

Sponsor Signature

Diana Ellis
Principal or Director Signature

4/15/24
Date Submitted

24-25
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Marque	Year Round
Concession Stand for games,dances and events	Year Round
Dances	Year Round
School Pictures	TBD
Step it up/Best day Ever	TBD
Butter Braides (See Attached)	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, BEAST week

Expenditures (how the funds will be spent):

Classroom/Office supplies,T-shirts, student/teacher rewards,PLC, sub repays, transpotation, Sam's club membership, student/staff meals & snacks, technology supplies, workshops, BEAST week, deco, funiture, celebration supplies

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

Description	Month Planned
Student and staff T-shirts	Year round
Agendas	Year round

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Sped. Func Skills Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Scack Cart	TBD 14 day only

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, student rewards, field trips, student activites, snack cart exp.,

Teacher/Princ gifts

Alexis Brown — Sponsor Name (Please Print)

5/6/2024 — Date Submitted

24-25 — School Year

Alexis Brown — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student/Staff T-shirst and hoodies	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PD, student rewards, Food and drinks for staff, cards, flowers,gifts, furniture, fundraiser expense

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Counselor Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kindness T-shirts	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Testing Supplies, Kindness Week, Student supplies, Bronco Bistro

Patti Lindsey
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Patti Lindsey
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Leadership Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy-Gram	Jan/Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, student rewards,student meals, fundraiser items

Stacie Roush
Sponsor Name (Please Print)

Stacie Roush
Sponsor Signature

Principal or Director Signature

5/6/2024
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Bookfair	Sept/Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Media supplies, student rewards,books, fundraiser items,technology,funiture

Michelle Tobler
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Michelle Tobler
Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Vocal Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Honor Choir Shirts	Year Round
Donation Drive	Year Round
Lollipops	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, Admission Cost

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee, transportation, Sub repay

PD, Fundraiser exps., Students shirts, Student activitys

Jacob Chen
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Jacob Chen
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom Art supplies, field trips, student awards & meals, entry fee,

Bre Geoge
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: PE Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dodgeball Tournament	Year Round
4 Sq. Tournament	Year Round
B-Ball Tournament	Year Round
Archery Fee	TBD

Other Sources of Revenue (income other than from fundraisers):

Donations, entry fees, archery tournament fee, T-shirts

Expenditures (how the funds will be spent):

PE supplies, sub repay, archery tournament fees, T-shirts

Stephanie Reed
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Stephanie Reed
Sponsor Signature

Eric/Kaitly 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee,

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Yearbook Project#: 947 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook	YearRound

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Office & Classroom supplies, field trips, student awards & meals, entry fee, transportation,

PD, Fundraiser exps., Student & Teachers Meals, Tech supplies,

Dacey Daley
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Dacey Daley
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Technology Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Academic Team Fees	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals, entry fee, transportation.

Kris Owen
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Spanish Project#: 935 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Sept.

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Class supplies, Student rewards

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

1323

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: STEAM Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Transfer of Principal's Budget	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, field trips, student awards & meals

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics Fee	Year Round

Other Sources of Revenue (income other than from fundraisers):

Donations, T-shirts

Expenditures (how the funds will be spent):

Class supplies, Student rewards, registration, student meals

Christy Woodson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: CRI 145 Title: Band Project#: 922 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band-A-Palozza	August/Sept

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Operations for band

Kyle Thompson
Sponsor Name (Please Print)

5/6/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Shirts	August
PV Restaurant Night	September
Glow Run	October
Glow Run Shirts	October
Santa Photos	December
PV Restaurant Night	March

Other Sources of Revenue (income other than from fundraisers):

Donations, class fees, field trip fees

Expenditures (how the funds will be spent):

Classroom and student supplies, learning materials, student rewards and incentives, party decorations and supplies, field trip fees and transportation, awards, technology, fundraiser supplies, curriculum and book orders

Jandra Honeman — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jandra Honeman — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Counseling Project#: 931 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Themed days	September-May
Kindness Week Shirts	March
Beast Week	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Donation to Beast Week, testing supplies, student/counselor learning materials,
Veteran's Day program supplies, awards, gifts, parties and refreshments

Brittany Osborne
Sponsor Name (Please Print)

Brittany Osborne
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snow Cones	August-May
Healthy Snacks	August-May
Yearbook Sales	August-May
School Photos	September, March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Office supplies, luncheons, teacher appreciation gifts/treats/celebrations

Jandra Honeman
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Jandra Honeman
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Jandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Art fees

Expenditures (how the funds will be spent):

Art supplies, classroom supplies

Lauren Lynes
Sponsor Name (Please Print)

Lauren Lynes
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

1330

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Scholastic Book Fair	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, library supplies

Kelsey VanCleave — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Kelsey VanCleave — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Sandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: P.E. Project#: 930 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Speed stacking	December

Other Sources of Revenue (income other than from fundraisers):

Donations, Archery fees

Expenditures (how the funds will be spent):

Gym/class expenses, student supplies, learning materials, rewards, fundraiser supplies, field trip fees and transportation

Chandler Rhodes — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Chandler Rhodes — Sponsor Signature

Erin Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Jandra Honeman — Principal or Director Signature

Date of Board Approval

1332

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Archery Project#: 930 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
District Archery Meets	December, January
Open Gym Archery Range	December-February
Archery Shirts	March
Archery Clinic	March
District Archery Meet	April
Scratch-off cards	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Archery expenses and maintenance, supplies, competition fees, travel expenses, club shirts, party and refreshments, rewards

Jennifer English — Sponsor Name (Please Print)

05-03-2024 — Date Submitted

2024-2025 — School Year

Jennifer English — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Sandra Honeman — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Robotics Project#: 931 Program#: 932

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Robotics Shirts	October, February

Other Sources of Revenue (income other than from fundraisers):

Donations, Robotics Dues

Expenditures (how the funds will be spent):

Robotics shirts, competition fees, supplies and expenses

Paula Sharp
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Paula Sharp
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Jandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: STEM Project#: 942 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, STEM fees

Expenditures (how the funds will be spent):

STEM activities and projects, classroom supplies

Paula Sharp
Sponsor Name (Please Print)

Paula Sharp
Sponsor Signature

Sandra Honeman
Principal or Director Signature

05-03-2024
Date Submitted

2024-2025
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

1335

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Prairie View Elementary Title: Music Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Light bands	September-May
Choir shirts	September, October

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Music instruments, sheet music, choir shirts, field trip expenses, registration for students

Jennifer Hooten
Sponsor Name (Please Print)

05-03-2024
Date Submitted

2024-2025
School Year

Jennifer Hooten
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Sandra Honeman
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Art Project#: 921 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Art Fees	August/ September

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Student Art Supplies, Classroom and Office Supplies , Art Books

MAry Robinson
Sponsor Name (Please Print)

4-16-24
Date Submitted

2024-2025
School Year

Mary Ra
Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Counseling Project#: 923 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T Shirts	Jan/February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Fidgets, Noise canceling headphones, Calm down supplies

Testing Supplies, Office Supplies

Melessia Hopson and Shea Cartwright — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/20/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Media Project#: 927 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Birthday Book Club	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Book Fines

Expenditures (how the funds will be spent):

Birthday Book Club Donuts, Books, Book Repair, Materials , Library Classroom Supplies and Materials

Christie Sandefur — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Christie Sandefur — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: PE Project#: 930 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Super Kids Day T Shirts	April

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

PE Equipment, T Shirts

Dustin Fixico Trinidad Castaneda — Sponsor Name (Please Print)

4/16/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fun Run	November
Yearbook	Jan-April
T Shirts- Grade Level and School Wide	Fall and Spring

Other Sources of Revenue (income other than from fundraisers):

Donations, Grade Level Field Trip fees, Extra Car Tags , Grants

Expenditures (how the funds will be spent):

Copy Supplies, Paper goods, Office and Classroom Supplies,First Aide

Tech related supplies, Student Awards Gifts and Refreshments, T Shirts, Yearbooks

Audiovisual, Transportation Costs, Field Trips, Books, Decorations and Prizes

Educational Online Instruction, Playground Equip., Substitute Coverage for School Activities

Jennifer Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

M. Jennifer Thomas — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Robotics Project#: 932 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T Shirts and Club Fees	Sept and Feb

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Lego First, Snacks, T Shirts, Competitions

Jennifer Thomas	4-17-24	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
M. Jennifer Thomas	Brian Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Spec Ed Functional Skills Project#: 936 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Coffee Cart- Drinks, Breakfast	All Year
PJ Days	once a month
T Shirts	Fall

Other Sources of Revenue (income other than from fundraisers):

Donations, Field Trips

Expenditures (how the funds will be spent):

Coffee Cart supplies(Food and Paper products) Community Based Instruction Trips

Classroom and Office Supplies , Co Curricular items, T Shirts

Tara Waller and Trish Llewellyn
Sponsor Name (Please Print)

T. Waller Patricia Llewellyn
Sponsor Signature

Principal or Director Signature

4-17-24
Date Submitted

2024-2025
School Year

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Kona Ice	All Year
Travelin' Tom's Coffee Truck	All Year
Tom Jackson Photo Fall and Spring Pictures	Oct, Nov, Feb, March

Other Sources of Revenue (income other than from fundraisers):

Donations, Vending

Expenditures (how the funds will be spent):

Copy Supplies, Kitchen paper goods, Office and Classroom Supplies

Tech related supplies, Staff rewards, Gifts and Refreshments, T Shirts

Audiovisual, Transportation, Books, Workshops, Staff Incentives

Educational Online Instruction, Substitute Coverage for School Activities

Jennifer Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

M. Jennifer Thomas — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood Title: Stem Project#: 942 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Stem Fees	August/ September

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Student Stem Supplies, Classroom and Office Supplies

Jennifer Thomas
Sponsor Name (Please Print)

4-17-24
Date Submitted

2024-2025
School Year

M. Jennifer Thomas
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Riverwood 155 Title: Vocal Music Project#: 946 Program#:

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Honor Choir Shirts	September
Recorders	August

Other Sources of Revenue (income other than from fundraisers):

Donations, Grants

Expenditures (how the funds will be spent):

Instruments, Instrument and classroom storage, Classroom supplies, T Shirts

Music, Curriculum , Contest and Workshop fees . Transportation Costs

Amanda Thomas — Sponsor Name (Please Print)

4-17-24 — Date Submitted

2024-2025 — School Year

Amanda Thomas — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: PE/Archery Project#: 920 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt sales	October
Archery Tourn Gate Fee and Conscession	January
Silent Auction	March
Archery Shoots	February-April
Give Back nights at a local restauarant	All year
Speed Stack Sales	March

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Archery Supplies, Teacher Workshops, Substitute Teacher, Memberships, Subscriptions

*Teacher Conference fees/sub pay/travel expenses

*Fund Raiser Supplies

** National Archery Tourn Fees and Travel Expenses

Jason Hasty, Sherri Wiewel — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24/25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Art Project#: 921 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Chalk the Walk	October
Sell Mustang Water Bottles	August-October

Other Sources of Revenue (income other than from fundraisers):

Donations, Art Fees

Expenditures (how the funds will be spent):

Art Supplies,

Professional Organization Membership, Teacher Conference fees/substitute,

Travel expenses for conference

Carlye Carter	4/25/24	24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Carlye Carter	Brian Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Band Project#: 922 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band Appalooza	September

Other Sources of Revenue (income other than from fundraisers):

Donations, Fee Collections

Expenditures (how the funds will be spent):

Band Classroom Supplies, Music,Professional Organization Membership, Registration Fees

T shirts, Teacher Conferences-registration, travel expenses

Madison Fleming
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Madison Fleming
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Counseling Project#: 923 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Holiday T Shirt Sales	Nov-Dec
Pop Corn Sales	Oct, Dec, Feb
Kindness T shirt Sales	February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Counselor Advocacy items, New Student Snacks, Student Rewards, State Counseling Conf,
Testing Kick Off Celebration, Counseling class and small group curriculum
Testing Supplies and snacks, Counseling Resource Books
Staff Treats

Amber Northcutt — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24-25 — School Year

Amber Northcutt — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: 5th Grade ELA Project#: 924 Program#: 957

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Conscessions during Readathon	Oct, Dec, Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

ELA classroom supplies, Books,

Conscession items to sell

Storage items for donated items/organizing

Morgan Fruit
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: 6th ELA Project#: 924 Program#: 958

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Conscessions during Readathon	Oct, Dec, Mar

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

ELA classroom Supplies, Books

Consession items to sell

Karissa Brock
Sponsor Name (Please Print)

Karissa Brock
Sponsor Signature

Principal or Director Signature

4/25/24
Date Submitted

24-25
School Year

Tami Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Leadership/Pals Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T shirt Sales	October-March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

T shirt/Paints for posters

Taylir Thompson
Sponsor Name (Please Print)

4/25/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fair	October/February

Other Sources of Revenue (income other than from fundraisers):

Donations, Book Fines

Expenditures (how the funds will be spent):

Library Supplies, Online Subscriptions, Books, Librarian Conference and Expenses,
Proffessional Assoc Membership

Jessica Pool — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24/25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Activity/Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Next Step	August-September
Pop Subscriptions	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom supplies, classroom furniture, Student Rewards/Treats, Transportation Fees, Playground Equipment, Field Trip Fees, books, Registration Fees Substitute fees, Office Supplies, Memberships/Subscriptions

Jessica Giblet	4/25/24	24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Jessica Giblet	Tami Keith 5/31/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Jessica Giblet		
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Sell t shirts	Aug-Oct

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees, T shirt fees

Expenditures (how the funds will be spent):

Registration fees, t-shirts

Robotics Related Supplies

Professional Organization Membership

Leslie Madrid
Sponsor Name (Please Print)

4/25/24
Date Submitted

24/25
School Year

Leslie Madrid
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Functional Skills/Hinshaw/5th Project#: 936 Program#: 957

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
snack cart for teachers	Weekly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Snack Cart Items, Field trip fees

Classroom Supplies

Teacher Workshops, Substitute Teacher (for Workshop), Memberships, Subscriptions

Registration and travel expenses

Stephani Hinshaw
Sponsor Name (Please Print)

5/1/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Functional Skills 6th Project#: 936 Program#: 958

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Sales	2x monthly
Smoothies	Monthly

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Baked Potatoe Supplies, Smoothie Supplies

Classroom Supplies, Field Trip Fees

Teacher Workshops, Substitute Teacher, Memberships, Subscriptions

Registrations, Travel Expenses

Marcelina Sutton
Sponsor Name (Please Print)

Marcelina Sutton
Sponsor Signature

Jessica Light
Principal or Director Signature

5/1/24
Date Submitted

24/25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Activity/Staff Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Yearbook Sales, Snow Cone Sales, Water Bottle Sales	All Year
Yubbler (School Supplies), Next Step/Pop Subscriptions	July/ August
Beast Week Various Fundraisers	Feb/Mar/Apr
End of Quarter Fun Days (BB/4 square/Volleyball Tourn & Consce	Oct/Dec/Mar
T Shirt sales	
Popcorn/movie event	1 ea quarter

Other Sources of Revenue (income other than from fundraisers):

Donations,
Coca Cola Rebate

Expenditures (how the funds will be spent):

PD Food, staff meals-awards, treats,
Staff t-shirts/clothing
Vet/TOY Reception items

Jessica Giblet — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24-25 — School Year

Sponsor Signature

Brian Kiehl 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Refreshments/Cake/Cupcakes/Cookies/flowers

Reception supplies, paper goods

Jessica Giblet — Sponsor Name (Please Print)

5/2/24 — Date Submitted

24/25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MBI Title: Music/Choir Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Chalk the Walk	October
Music Palooza fundraiser	September
Calendar Donations	Sept/Oct
Choir Fees	Spt-January

Other Sources of Revenue (income other than from fundraisers):

Donations, Fees

Expenditures (how the funds will be spent):

Participation and Audition Fees, Registrations, Classroom Supplies, Music

Professional Organization Membership, Teacher Conferences fee/subpay/travel expenses

Hanna Stokes — Sponsor Name (Please Print)

4/25/24 — Date Submitted

24/25 — School Year

Hanna Stokes — Sponsor Signature

Activity Fund Custodian or CFO Signature 5/21/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project #: 940 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Sales	All School Year
Orange Leaf	All School Year
Food Trucks	All School Year
Concessions	All School Year
Snow Cones	All School Year
T-Shirt Sales	Aug - Dec

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Shirts, Equipment, Repairs on Equipment, Supplies, Parent Teacher Conference

Meals, Conference Fees, Staff Recognition Awards

Ramae Collins
Sponsor Name (Please Print)

4.8.24
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: MMS Staff Project#: 940 Program#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Morsey Sticker/Magnet Sale	All Year
Hat Day	All Year
Field Day	Fall & Spring

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Ramae Collins
Sponsor Name (Please Print)

4.08.2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Kaith 5/3/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: SpecEd Funct. Skills Project Code: 935 Site #: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Baked Potato Bar, Candy Sales)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Classroom Supplies, Food, Field Trip Costs, Transportation

Gina Basco
Sponsor Name (Please Print)

4/5/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Kamel Collins
Principal or Director Signature

Date of Board Approval

Revised: 2/17/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Scholastic Academic Team Project #: 919 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Sales	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Memberships, Competition Fees, Equipment, Repairs on Equipment, Supplies for Equipment, Transportation

Hannah Naff
Sponsor Name (Please Print)

04/04/24
Date Submitted

2024-2025
School Year

Hannah Naff
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Theatre Project #: 945 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Gate Entry for Theatre Play	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Costumes, Food, Decorations, Classroom Supplies, Start-up Funds, Scripts, Royalty Fees,
Set Pieces, Furniture, Props

Teri Hood
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

Teri Hood
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Vocal Project #: 946 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Calendar Drive	Sept - Oct
T-Shirts	Sept - Nov
Frontier City/Day of Choirs	March - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts, Fees, Uniforms, Music

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Fees, Hotel Rooms, Music, Transportation, Tickets to Frontier City, Equipment, Repairs on Equipment, Supplies for Equipment

Sarah Green — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Sarah Green — Sponsor Signature

Bonnie Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Ramae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Student Council Project #: 943 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt of the Month	All School Year
Membership Shirts	August
BEAST Week	November - March
Concessions	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Food, Staff Gifts, Shirts, Banners, Student Awards

Hannah Courtney
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

[signature]
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Leadership/STRIVE Project #: 925 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Dances	All School Year
Fill The Bus	Oct - Jan
Talent Show	March - April
Concessions	All School Year
T-Shirts	Aug - Sept

Other Sources of Revenue (income other than from fundraisers):

Donations, Shirts

Expenditures (how the funds will be spent):

Shirts, Classroom Supplies, Food, Conference Fees, Decorations, Hotel Rooms, Transportation

Sarah Green
Sponsor Name (Please Print)

4/1/24
Date Submitted

2024-2025
School Year

Sarah Green
Sponsor Signature

Erin Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Lorna Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Skills for Living Project #: 934 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Bar	All School Year
Cookie Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Food for Food Labs, Sewing Materials, Equipment, Repairs on Equipment, Supplies for Equipment, Classroom Decor & Supplies

Jennifer Morris — Sponsor Name (Please Print)

4/8/24 — Date Submitted

2024-2025 — School Year

Jennifer Morris — Sponsor Signature

Erin Kaiser 5/31/24 — Activity Fund Custodian or CFO Signature

Kami Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Principal Project #: 931 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	All School Year
T-Shirt Sales	Aug - Dec
Student Fees	All School Year
Yearbook	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Classroom/Office Supplies, Food, Fees, Shirts, Awards, Equipment, Repairs for Equipment, Supplies for Equipment, Gifts, Hotel Rooms, Transportation, Banners, Paper Goods, Utensils, Cleaning Supplies, Food Trucks, Yearbook Costs, Technology, Action Shots for Yearbook

Ramae Collins
Sponsor Name (Please Print)

04/08/2024
Date Submitted

2024-2025
School Year

Ramae Collins
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Athletics Project #: 807 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Fall Sports Text/Email Blast	Aug - Oct
Winter Sports Text/Email Blast	Nov - Feb
Spring Sports Text/Email Blast	March - April
JV Basketball Festival Entry Fee	Nov - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Concession Revenue, Reimbursement for Lost or Damaged Uniforms

Expenditures (how the funds will be spent):

Concessions Worker Pay, Concessions, Concession Start Up, Coaches Equipment, Uniforms, Supplies, Reward Lunches, Sports Equipment, Athlete Shirts, Transportation, Appliances, Gifts, Building Security Accessories, Field Maintenance

Chris Sawyer
Sponsor Name (Please Print)

4/4/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Kamar Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Media Project #: 927 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Library Snack Store	All School Year
Book Fair #1	September
Book Fair #2	Febrary
Eraser Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Books, Shelving Materials, Furniture, Games, Paper, Poster Maker, Equipment

Purchases, Equipment Repairs and Supplies

Mandy Sawyer — Sponsor Name (Please Print)

4/4/24 — Date Submitted

2024-2025 — School Year

Mandy Sawyer — Sponsor Signature

Erin Keith 5/3/24 — Activity Fund Custodian or CFO Signature

Kamae Collins — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Band Project #: 922 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Band-A-Palooza	Aug - Sept
T-Shirts	Sept - May
LOMA Raffle for Cash	January - March

Other Sources of Revenue (income other than from fundraisers):

Donations, Lost or Broken Instruments, Music, Reeds, Shirts, Books, Fees, Rentals, Band Supplies

Expenditures (how the funds will be spent):

Music Coaches/Lessons, Awards, Accompanist, Classroom Supplies, Transportation, Instrument repairs, Gifts, Shirts, Food, Subscriptions, Music, Fundraiser Rewards

Craig Amendt
Sponsor Name (Please Print)

4/5/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Brian Carter 5/31/24
Activity Fund Custodian or CFO Signature

Tomae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MMS Title: Archery Project #: 920 Site#: 505

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts and Sweatshirts	Sept - Dec
Tournament	Dec - Feb
Shoot-A-Thon	Dec - Feb
Candy Sales	Sept - April

Other Sources of Revenue (income other than from fundraisers):

Donations, Dues

Expenditures (how the funds will be spent):

Archery Supplies, Conferences, Travel, Uniforms, Food, Awards

Karen Bridges
Sponsor Name (Please Print)

04/04/2024
Date Submitted

2024-2025
School Year

Karen A. Bridges
Sponsor Signature

Bin Ka'ty 5/31/24
Activity Fund Custodian or CFO Signature

Ramae Collins
Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Athletics Project#: 806 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drives for each sport	All Year
Spirit Gear	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, athletic admissions, entry fees, concessions

Expenditures (how the funds will be spent):

approved fundraiser expenses, athletic equipment/gear/supplies, uniforms, concession supplies, registration/entry fees, reimbursements, refunds, awards, officials, security/gate workers, metro-conference expenses/fees, travel expenses, change bags

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: ELA Project#: 924 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	April-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, online educational resources, program licenses, expenses of approved fundraisers, books, audiobooks, rewards/incentives for students, subscriptions

Tonia Smith
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Tonia Smith CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Leadership Project#: 925 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	July - May
BEAST Week T-shirts	August - May
BEAST Week Activities (various)	August - May
Schoolwide Dances (entry fees & concessions)	October - February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, refreshments for meetings, school-wide activity & assembly supplies, school improvement initiatives, donations, student recognition, field trip expenses, community service projects, transportation costs

Rhoda Swan
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Rhoda Swan
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Math Project#: 926 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack sales	Oct-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

classroom supplies, calculators, online educational resources, program licenses, expenses of approved fundraisers, rewards/incentives for students, subscriptions

Cindy Killebrew
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Sales	Aug-May
Book Fairs	Sept & Feb
School Pictures	Aug & Mar
Button Sales	All Year
T-Shirt Sales	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, late book fees

Expenditures (how the funds will be spent):

Books, audiobooks, playaways, ebooks, databases, library supplies, technology for library online subscriptions, incentives/rewards for students/staff, games, furniture, book subscriptions, equipment, hardware/improvement materials, refreshments, conference fees, professional dues, travel expenses, author visits, fundraiser expenses

Jaclyn Giammario
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Principal Project#: 931 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student fees	All School Year
Yearbook sales	All School Year
T-Shirt sales	July-Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, Vendor Revenue

Expenditures (how the funds will be spent):

Classroom/office supplies, food, fees, approved fundraiser expenses, awards, equipment, technology, tech repairs, gifts, travel expenses, building furniture, refunds, school improvement, PD expenses, fieldtrips, student incentives/rewards, media supplies, digital licenses, online educational resources, parent conference staff meals, staff stipends for extra duty responsibilities

Christy Bradley
Sponsor Name (Please Print)

Christy Bradley
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Outdoor Education Project#: 931 Program#: 929

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donation drive	Oct - Feb

Other Sources of Revenue (income other than from fundraisers):

Donations, allocations from Project 931

Expenditures (how the funds will be spent):

class supplies (archery equipment, fishing supplies, fish tank supplies), equipment

T. Garrett Hurst
Sponsor Name (Please Print)

T. Garrett Hurst
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Robin Griffith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Robotics Project#: 932 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Student Fees	Aug-Dec
3-D Printer Product Sales	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Entry fees, supplies/equipment, online resources/licenses, food, travel expenses, t-shirts

Rhoda Swan
Sponsor Name (Please Print)

Rhoda Swan
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Science Project#: 933 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack/Candy Sales	Sept-Nov

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Teaching aides and equipment, approved fundraiser expenses, Science Fair/Olympiad supplies, awards, field trip fees, guest speaker fees, entry fees, lab expenses, digital resources, online licenses

Kelly Nixon
Sponsor Name (Please Print)

Kelly D Nixon
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Functional Skills Project#: 936 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Staff Lunch Sales (Baked Potatos, Taco Salad, etc)	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Approved fundraiser expenses, CBI trip expense, entry fees, food, classroom supplies/ equipment/furniture, student incentives/rewards

Alexis Chaffee
Sponsor Name (Please Print)

Alexis Chaffee CB
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Expenses Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Vending in gym hallway	All School Year
Spiritwear sales	July-Jan
Food Trucks/Pizza/Orange Leaf/Snow Cones	All School Year

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Spiritwear, equipment, supplies, food, parent conference staff meals, staff recognitions, conference fees, technology, approved fundraiser expenses, supplies for meetings

Christy Bradley
Sponsor Name (Please Print)

Christy Bradley
Sponsor Signature

5/6/24
Date Submitted

24-25
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Staff Hospitality Project#: 941 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Spiritwear Sales	July-January
Food Trucks for staff	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, vendor revenue

Expenditures (how the funds will be spent):

Staff recognitions, food, drinks, approved fundraiser expenses, supplies for meetings, supplies for meals, teachers/classroom supplies

Jennifer Joy
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Jennifer Joy
Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Student Council Project#: 943 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Candy Grams	Jan-Feb
StuCo T-Shirts	July-January
BEAST Week Activities	August-March
BEAST Week T-Shirts	August-March
Schoolwide Dances (entry fees & concessions)	October & February

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

approved fundraiser expenses, refreshments/supplies for StuCo activities, school improvement initiatives, community service projects, transportation costs, candy/snacks for school activities and recognitions, fieldtrip expenses

Christy Bradley
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Christy Bradley
Sponsor Signature

Erin Kaiser 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Theatre Project#: 945 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Ticket sales to play productions	Apr/May

Other Sources of Revenue (income other than from fundraisers):

Donations, field trip fees, dues

Expenditures (how the funds will be spent):

play royalty fees, scripts, director book, curriculum, student refreshments/meals, costumes, props, flats, materials to build props & set design, classroom supplies, field trip/travel expenses, technology, software

Ian Eastland
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MNMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Singapalooza Donation Drive	Oct-Nov or Feb-March

Other Sources of Revenue (income other than from fundraisers):

Donations, audition fees, contest entry fees, travel expense fees, field trip fees

Expenditures (how the funds will be spent):

printed/recorded music, competition/audition fees, student rewards/incentives, hotel/travel expenses, reimbursements, field trips, refunds, uniforms, clinician fees, classroom supplies, technology, software, instruments, accompanist fees, approved fundraiser expenses, professional memberships, choreograph fees, instrument repairs

Megan Deister
Sponsor Name (Please Print)

5/6/24
Date Submitted

24-25
School Year

Megan Deister CB
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Staff Account Project#: 940 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Spirit Items, School Club Items, School Dance	2024-2025
Student Fee, Yearbook, Entry/Admission Fees	2024-2025
Concessions, Snocones, 1/2 Court Shots	2024-2025
Resale of Food Items - Sandwiches, chicken, pizza etc	2024-2025
Restaurant Giveback - % of sales for a specific time period	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Activity Apparel, Approved Fundraisers, Field Trip Fees,
Vending Machine Commissions, Awards, Student Agendas, Reimbursement of expenses

Expenditures (how the funds will be spent):

Student/Office/Teacher Supplies, Entry fees for clubs & organiziations, Books,Furniture
Student Incentives,PD/Conferences,Bus Mileage/Driver,Speaker Fees,Media Supplies
Learning/Resource Materials,Membership Fees,School Decorations,Teacher Recognition
Awards/Party/Assembly Supplies,Yearbook/Photo Supplies,Student Activity Apparel

Lisa Stacey — Sponsor Name (Please Print)

5/3/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

Purpose of Activity Fund Account

MCMS: Project 940 Program 900

Page 2

Student Activity Apparel, Media supplies, Refunds, Field Trip Fees, Equipment/Technology Purchase & Repair, Fundraiser Items, Student Agendas, Parent/Student/Staff/Visitor Meals/Refreshments, Incidental Supplies, School Beautification Improvements, Plants/Landscaping Supplies, Playground Equip, Student Store Expenses, Postage, Printing/Poster/Signage Services, Teacher Recognition

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: ELA Project#: 940 Program#: 924

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concessions for outsiders day	2024-2025
Raffle tickets for basket/prizes	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers

Expenditures (how the funds will be spent):

Decorations, Student/Office Supplies, Snacks for students, Student Incentive Prizes/Raffle prizes, Fundraising items, Books, Costumes

Lauren Tollers
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/03/2024
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Theater Project#: 940 Program#: 945

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Admissions to play production	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Costumes and props, food/snacks for students, fundraising items

Ian Eastland
Sponsor Name (Please Print)

5/3/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Archery Project#: 946 Program#: 920

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations - Personal and Business	2024-2025
Kona Ice	2024-2025
Spirit Wear Sales	2024-2025
Parent Student Archery shoot P/T Conferences	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Competition Fees, Hotels, Travel, Etc)

Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Archery Equipment & Repair, Memberships,

Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus, Plane),Tshirts/Uniforms

Student Incentive Prizes/Meals,Fundraising Items,Refunds

Student Entry/Contest /Competition Fees,Field Trips

Ty Sullivan
Sponsor Name (Please Print)

5/03/24
Date Submitted

2024-2025
School Year

Ty Sullivan
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Science Project#: 940 Program#: 933

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Selling Candy & Suckers	2024-2025
Concession Items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from Fundraisers, Income from Engineering fair

Expenditures (how the funds will be spent):

Fundraising Items, Science Supplies and Equipment, Classroom Supplies

Ryan Badillo
Sponsor Name (Please Print)

5/2/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Erin Keith 5/3/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Vocal Project#: 946 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Concert Donations	2024-2025
Bottled Water	2024-2025
Hosting Fall Festival	2024-2025
Sing A Palooza	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Paid Fees (Auditon/Contest/Competition Fees, Music, Hotel)
Fundraising Items, Grants, Field Trips, Bus Fees, Student Shirts, income from fundraisers

Expenditures (how the funds will be spent):

Audio/Video Supplies & Software,Printed Music & Programs,Equip & Repair,Memberships,
Meals/Snacks for Students,Travel (Bus Mileage,Hotels,Charter Bus),Tshirts/Uniforms
Clinician/Accomp/Sound Fees,Student Incentive Prizes/Meals,Fundraising Items,Refunds
Student Audition/Entry/Contest Fees,Field Trips,Costumes,Technology & Repairs

Holly Pritchard
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: STUCO Project#: 940 Program#: 943

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Teacher Hat Days	2024-2025
Penny Wars	2024-2025
Food Sales- Donut Day, Popcorn Day, Snowcones,Hot cocoa, etc	2024-2025
Tshirts	2024-2025
Food Trucks	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, income from fundraisers

Expenditures (how the funds will be spent):

Student Tshirts, Meals/Snacks for Students, Student incentive/Prizes, Bus Mileage

Decorations/supplies for school spirit weeks, fundraiser items

Tara Hardeman
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

05/02/24
Date Submitted

2024-2025
School Year

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Robotics Project#: 940 Program#: 942

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Donations	2024-2025
Tshirt Fundraisers	2024-2025
Kona Ice	2024-2025
sell 3d printing products	2024-2025
Concessions/Food Sales	2024-2025
Student Participation Fee	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, Student Tshirts, Income from fundraisers

Expenditures (how the funds will be spent):

competition & entry/registation fees, robotics equipment and supplies, hardware tools,
bus fees, student tshirts, meals/snacks for students, sponsorship banner, printer ink, paper
printed sponsor book, engraved team numbers for robots, fundraiser items

Jennifer Wilhm
Sponsor Name (Please Print)

Sponsor Signature

Principal or Director Signature

5/02/24
Date Submitted

2024-2025
School Year

Activity Fund Custodian or CFO Signature 5/31/24

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Counseling Project#: 940 Program#: 923

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Tshirt Sales	Jan -Feb 2025
Concessions - Resale of food items	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from fundraisers,

Expenditures (how the funds will be spent):

Fundraising items, student fidgets, supplies/snacks for counseling week and testing,

Conference registrations, Curriculm/lessons

Amy Cozens
Sponsor Name (Please Print)

5/2/24
Date Submitted

2024-2025
School Year

Sponsor Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Spec Ed/Functional Skills Project#: 940 Program#: 936

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Baked Potato Sales	2024-2025
Resale of items - Muffins, Donuts, Milk, Juice	2024-2025
Concession Snacks	2024-2025
Kona Ice	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Approved Fundraisers, income from fundraisers

Expenditures (how the funds will be spent):

Field trips for students, and Community Based Instruction Trips, Fundriaser Items

Classroom supplies

Regina Emmons — Sponsor Name (Please Print)

5/2/24 — Date Submitted

2024-2025 — School Year

Regina Emmons — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Media Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
School Pictures	Sept 24, Feb 25
Book Fair	Sept 24,Feb/Mar 25
Selling Airheads	Sept 24/ Feb 25
Crush Grams (soda for valentines day)	Feb 2025
Kona Ice	2024-2025
Snacks in Media Center	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Income from lost or damaged books, Income from Fundraisers, Grants

Expenditures (how the funds will be spent):

Books & Supplies,Equipment & Services,General Supplies,Subscriptions/Software

Prof Dev/Conf Registration & Travel, Tech/Media Instruction Supplies,Field Trips,Grants

Media Furnishings,Fundraising Items,Printing,Tech Equip & Repair,Member Dues

Student Incentives,Refunds,Speakers,Replace/Repair Lost Books & Equip, Periodicals

Christi Walters
Sponsor Name (Please Print)

Christi Walters
Sponsor Signature

Principal or Director Signature

02/03/24
Date Submitted

2024-2025
School Year

5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MCMS Title: Athletics Project#: 805 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Adrenaline Text Message Fundraiser	2024-2025
Concession Stand	2024-2025

Other Sources of Revenue (income other than from fundraisers):

Donations, Concessions, Approved Fundraisers, Income from fundraisers

Expenditures (how the funds will be spent):

Concession Workers/Supplies, Athletic Equipment/Supplies/Apparel, Fundraiser Items

Entry or Tournament Fees, First Aid Supplies, Fundraiser Items, Awards

Athletic Training Equipment/Supplies, Refunds, Conference Expenses

Lloyd Leep — Sponsor Name (Please Print)

5/02/24 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Art Club Project#: 921 Program#: 961-9(

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Class Fees for Materials- AP Studio $80	School Year
Sculpture I, II $40 Art I, II, III, IV $40,	
Crafts, Materials and Processes $30	
Architecture I, II $10 Mechanical Drawing I, II $10	
Art Club Dues- $40	School Year

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Classroom Furniture, Professional Development,
NAEA Membership Dues, NAEA Honor Cords, Awards, Transportation, Art Show Entrance Fees
Competition Fees, Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa M Martinez — Sponsor Name (Please Print)

5-25-23 — Date Submitted

23-24 — School Year

Vanessa M Martinez — Sponsor Signature

Erin Kath 5/31/23 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS Library Media Acct Project#: 927 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Book Fairs	Aug-May
Food Sales	Aug-May
Game Nights	Aug-May
Sticker Sales	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, lost book payments and fines

Expenditures (how the funds will be spent):

Books, book processing and promotion supplies, electronice equit for library media center subscriptions for ebooks, journals & newspapers, furniture & decor for media center, DVDs, conference fees and expenses for media directors

Karl Dowell and/or Kristi Starr — Sponsor Name (Please Print)

5/1/2024 — Date Submitted

24-25 — School Year

Kristi Starr — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Native American Club Project Code: 928 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	October & March
Food truck sale	November
Indian taco sale	September

Other Sources of Revenue (income other than from fundraisers):

Donations, Field trip fees

Expenditures (how the funds will be spent):

Food & supplies for club events

Graduation awards for seniors

Bailey Murrah
Sponsor Name (Please Print)

05/15/2023
Date Submitted

2023-24
School Year

Bailey Murrah
Sponsor Signature

Robin Keith 5/31/24
Activity Fund Custodian Signature

Amy Hill
Principal or Director Signature

Date of Board Approval

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Special Education Project Code: 937 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Snack Cart for job training purposes	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, , snack sales, drink sales, candy sales

Expenditures (how the funds will be spent):

Snacks, drinks, candy, paper goods. The funds received will be used to purchase to replenish stock.

Cherie Miller
Sponsor Name (Please Print)

Cherie Miller
Sponsor Signature

Kathy Knowles
Principal or Director Signature

5/2/24
Date Submitted

Erin Kaiser 5/31/24
Activity Fund Custodian Signature

Date of Board Approval

24-25
School Year

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Special Olympics Project Code: 938 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Minute that Matters	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Competition entry fees, housing, registration fees, uniforms, tshirts, refreshments hats, screen printing, embroidery, fundraiser expenses, supplies.

Cherie Miller
Sponsor Name (Please Print)

5/2/24
Date Submitted

24-25
School Year

Cherie Miller
Sponsor Signature

[signature] 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Student Council Project #: 943 Site#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Food Sales (Pizza, Canes, Orange Leaf)	All school year
BEAST Week	August-March
Club Fees	August-October
Class Officer General FR	All school year

Other Sources of Revenue (income other than from fundraisers):

Donations, from businesses and families, restaurant nights, food trucks, flamingo flocking, merchandise sales.

Expenditures (how the funds will be spent):

BEAST Week (expenses and recipients). Fundraiser supplies. Student Council conferences and conventions. Student Council summer camps (BASIC & Advanced). Teacher Appreciation Week. Classroom equipment/storage. Student Scholarships. Election Runner.

Nick Hendricks — Sponsor Name (Please Print)

4/29/24 — Date Submitted

24-25 — School Year

Nick Hendricks — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 3/3/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Theatre Project Code: 945 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show tickets, show & program merchandise	all year (scattered)
show merchandise (state one act)	Sept-Oct
Princess Parties & costume sales	Once per quarter

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

decorations, awards, & food (for theatre events); show production costs; licensing and scripts; entry fees and travel for competitions; makeup kits; guest speakers & workshops; volunteer gifts, show & program merchandise

Emily Farnham — Sponsor Name (Please Print)

05/23/2023 — Date Submitted

2023-24 — School Year

Emily Farnham — Sponsor Signature

Kathy Knowles — Principal or Director Signature

Activity Fund Custodian Signature 5/31/24

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 1

Fundraisers (selling items for a profit):

Description	Month Planned
Choir Fee	August 2024-May 2025
Freddy's Restaurant Night	August 2024
Show Choir Clinic	September 2024
31/31 Calendar Fundraiser	October 2024
Selling Advertising Space in Concert Program	October 2024
31/31 Calendar Fundraiser	December 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, music fees, individual audition and participation fees, individual trip payments, banquet fees

Expenditures (how the funds will be spent):

Music, accompaniment tracks, music folders, music storage boxes, pencils, accompanists, choreographer, musicians, teacher organization memberships (ACDA, NAfME), Tri-M Chapter renewal, uniforms, t-shirts, conference registration, audition fees (regional and state honor choirs), participation fees (regional and state honor choirs, Hennessey Choral Festival, OU YMVW),

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

4/23/24
Date Submitted

23-24
School Year

Stout/Easley
Sponsor Signature

Brian Keith 6/4/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Choir (Vocal Music) Project#: 946 Program#: 900

☐ Initial Form ☑ Amended Form (Indicate Additions with an *) pg. 2

Fundraisers (selling items for a profit):

Description	Month Planned
Kansas Maid Frozen Pastries	November 2024
Mr. Mustang Competition	November 2024
Singing Valentine Grams	February 2025
Mustang 4th - 8th Grade Choir Festival	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

CONTINUED from page 1: choir contest entries (OSSAA), show choir entry fees, trip payments, fundraiser items, (Kansas Maid), hotels for all-state, banquet catering, senior awards, Tri-M awards

Sohailah Stout/Stephanie Easley
Sponsor Name (Please Print)

4/23/24
Date Submitted

23-24
School Year

Stout/Easley
Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Advanced Placement Project#: 951 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Testing Fees	Aug - May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Testing supplies, testing fees, classroom supplies for AP teachers, mileage, snacks/food/water for test days

Jennifer Robinson
Sponsor Name (Please Print)

4.29.2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: MHS Aeronautics Project Code: 952 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

	Description	Month Planned
1	Fees from outreach, STEM camps and career exploration activities for all ages	All Year
2	Selling tickets and merchandise	All Year
3	Entrance fees to MHS Aeronautic events	All Year
4	Selling food and Simulator Cam	All Year

Other Sources of Revenue (income other than from fundraisers):

Donations, Club Dues, Grants,
Estore for Club and School Spirit Items
Ground School Fees

Expenditures (how the funds will be spent):

Food, drink, and snacks for club meetings. Awards. Travel expenses for career exploration with industry partners. Classroom and STEM event supplies, STEM equipment and repairs. Travel to Air shows. Competition and lodging fee Ground School & Flight Scholarships, Curriculum and FAA Exam Fees

Gary Knowles — Sponsor Name (Please Print)

05/~~23~~03/2024 — Date Submitted

24-25 — School Year

Gary W. Knowles — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathryn Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: MHS BPA Project#: 954 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Make and sell Posters, Fat Heads, Plaques	August - May
Vinyl Stickers, 3-D Prints	August - May

Other Sources of Revenue (income other than from fundraisers):

Donations, Member dues, money collected from game / field trip tickets and T-shirts

Expenditures (how the funds will be spent):

T-shirts,Walmart,Amazonforsupplies,Food,OKCThunderandDodgerTickets.

Transportation, State and National Conference Registration.

Buisness Professionals of America (BPA) Promotional Materials and Supplies.

Bailey Carey
Sponsor Name (Please Print)

05/02/2024
Date Submitted

2024-2025
School Year

Bailey Carey
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: MHS Debate Project#: 956 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirt Sales	Oct - Dec
Bake Sale	Aug-May
3D Printed Items	Aug-May
Debate Night Tickets	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Funds will be used to cover OSSAA required registration fees for students who need help covering those fees. Funds will also be used to purchase supplies including legal pads, pens, file boxes & files, printer supplies. Funds may also be used for Districts & National Tournaments if students were to advance to that level of competition.

Thomas Teague — Sponsor Name (Please Print)

5/25/2023 — Date Submitted

2023-2024 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Eco Club Project#: 958 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, club fees

Expenditures (how the funds will be spent):

Beautification project(s)

Kelly Noble — Sponsor Name (Please Print)

5/2/24 — Date Submitted

2024-2025 — School Year

Kelly Noble — Sponsor Signature

Brian Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Esports Project#: 959 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirt sales	October

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Equipment, materials

Corey Weidner
Sponsor Name (Please Print)

Corey Weidner
Sponsor Signature

Kathy Knowles
Principal or Director Signature

5/1/2024
Date Submitted

2024 - 25
School Year

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: FCCLA Project#: 960 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Valentine's Crush Soda Sales	February

Other Sources of Revenue (income other than from fundraisers):

Donations, membership dues, FCCLA event fees.

Expenditures (how the funds will be spent):

attending FCCLA conferences, events and leadership activities

monthly meeting supplies and refreshments

travel costs and transportation

Marinda Cox — Sponsor Name (Please Print)

05/01/2024 — Date Submitted

2023-2024 — School Year

Marinda Cox — Sponsor Signature

Kathy Knowles — Principal or Director Signature

Kim Keith 5/31/24 — Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang FFA Title: Ag/FFA Project#: 961 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Meat Sales	September/January
Ag Sales	August-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Reimbursments for FFA Jackets, Ties and Scarves. Reimbursements for camps, leadership opportunities. FFA Fees.

Expenditures (how the funds will be spent):

FFA Banquet, meal and awards. State FFA Convention registration, rooms. National FFA Convention, registration, rooms. Shop Supplies. Greenhouse Supplies. Classroom Supplies. Showbarn Supplies. Chapter t-shirts. Guest Speakers. Teachers Breakfast. FFA Meeting Supplies.

Conway, Stevens, and Symes	4/30/24	~~25-26~~ 24/25
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	5/31/24
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Industrial Arts (Woodworking) Project#: 963 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Woodworking Class Fees, Governers Gavels

Expenditures (how the funds will be spent):

Wood, tools, supplies needed in woodshop classroom

Justin Lindsay — Sponsor Name (Please Print)

4/29/24 — Date Submitted

24-25 — School Year

Sponsor Signature

Erin Kaitz 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: JROTC Project#: 964 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Century Resources	November 2024
World's Finest Chocolate	Aug-Dec 2024
Snap Raise	October 2024
Car Wash	September 2024
Cadet Ball	April 2025
T-Shirts	Aug-Dec 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees for Uniforms, Competition Entry Fees,

Expenditures (how the funds will be spent):

Travel Expenses, Uniforms & Uniform Items, Cadet Awards, Competition Expenses

Fundraising Supplies, Office Supplies

David Walker — Sponsor Name (Please Print)

6/5/2024 — Date Submitted

2024 - 2025 — School Year

David G. Walker — Sponsor Signature

Activity Fund Custodian or CFO Signature

6.5.24 — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Junior Class/Prom Project#: 965 Program#: 965

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Prom Ticket Sales	March-May

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Art/Craft Supplies, Tools, Lighting, Construction Materials, Landscaping, Decorations, Transportation, Insurance, Facility Rental, DJ, Lighting Company, Project Graduation, Catering Balloons, Prom Workers, Party Favors

Cleaning Supplies, Snacks, Drinks, Paper Products

Vanessa McIntire
Sponsor Name (Please Print)

5-25-23
Date Submitted

23/24
School Year

Vanessa McIntire
Sponsor Signature

Bill Kaith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Key Club Project#: 966 Program#: 900

☐ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
World's Finest Chocolate Fundraiser	January

Other Sources of Revenue (income other than from fundraisers):

Donations, Student Fees

Expenditures (how the funds will be spent):

Club shirts, Ledcon attendance, Socials, Food Pantry,

Lillie Syverson
Sponsor Name (Please Print)

5-1-24
Date Submitted

23-24
School Year

Lillie Syverson
Sponsor Signature

Kathy Knowles
Principal or Director Signature

Erin Keith 5/31/24
Activity Fund Custodian or CFO Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Multicultural Club Project#: 967 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-shirts	Aug-May
Membership Dues	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, fees for feild trips

Expenditures (how the funds will be spent):

Refreshments, supplies & decor for club meetings, socials, guest speakers & cultural feild trips

TBD
Sponsor Name (Please Print)

5-31-24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Kathryn Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Musical Project Code: 968 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
show mechandise	(Dec-March
tickets	
student participation fee	(Nov-Jan)

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

equipment rentals and purchases, licensing, production costs, staffing fees, food for rehearsals/shows

Emily Farnham
Sponsor Name (Please Print)

05/23/2023
Date Submitted

2023-24
School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Mustang HS NHS Project Code: 969 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Member fees	August-May
T-Shirt Sales	September-Dec.
State Convention	March

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Fees- Supplies, decorations, prizes, awards, and food for induction and socials

General office supplies, yearly state and national dues, officer pullovers

T-Shirt Sales- To purchase t-shirts

State- Travel, registration, organization, food, subs,and decorating for NHS State

Olivia Bennett
Sponsor Name (Please Print)

04/30/2024
Date Submitted

24-25
School Year

Olivia L Bennett
Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Scholarship Fund Project#: 972 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Scholarships, Conference/Registration Fees for STEM Students

Jason Limke
Sponsor Name (Please Print)

5/1/24
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: Mustang High School Title: Spanish National Honor Project#: 975 Program#: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
T-Shirts	Jan - March
Cultural Products	Sept - April
Chocolate	Sept - March

Other Sources of Revenue (income other than from fundraisers):

Donations,
Member Dues

Expenditures (how the funds will be spent):

Fundraiser cost, party supplies, spirit / pride expenses, toy drives, awards, guest speakers, food, decorations, logo attire, mileage reimbursement, workshop/convention fee due to mandatory membership to AATSP, community service projects.

Maria Mitchell
Sponsor Name (Please Print)

05/02/2024
Date Submitted

2024/2025
School Year

Maria Mitchell
Sponsor Signature

Activity Fund Custodian or CFO Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Technology Ed Project Code: 976 Site #: 705

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Pizza Mondays	Aug- May
Concessions/Food Sales	Aug - May
Chocolate Bars	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, Grants, Restaurant Nights, Corporate Sponsorships and club fee($20)

Expenditures (how the funds will be spent):

Supplies and equipment, team uniforms, promotional/outreach supplies, contest fees, travel expenses, fundraising expenses

Jessica Holman — Sponsor Name (Please Print)

04/29/2024 — Date Submitted

23/24 — School Year

Sponsor Signature

Activity Fund Custodian Signature 5/31/24

Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Video Club Project#: 977 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Making senior/student videos	Aug-May
Bake Sale	Aug-May
Pick a day calendar	Oct

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Technology equipment

Kerry Shuck — Sponsor Name (Please Print)

5/1/24 — Date Submitted

24-25 — School Year

Sponsor Signature

Brian Kaith 5/31/24 — Activity Fund Custodian or CFO Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

Account Name: Work Adjustment Training Project Code: 978 Site #: HS

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Monthly funds through DRS (Dept of Rehab Services)

Expenditures (how the funds will be spent):

Classroom transition curriculum, office supplies/equipment.

Cherie Miller — Sponsor Name (Please Print)

5/2/24 — Date Submitted

24-25 — School Year

Cherie Miller — Sponsor Signature

Erin Keith 5/31/24 — Activity Fund Custodian Signature

Kathy Knowles — Principal or Director Signature

Date of Board Approval

Revised: 2/6/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Title: Mustang Transition Academy Project#: 980 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Popcorn	Aug-May
Drink/Snack Cart	Aug-May
Staff Lunch	Aug-May
	Aug-May

Other Sources of Revenue (income other than from fundraisers):

Donations, grants, contracts

Expenditures (how the funds will be spent):

Supplies & equipment for classroom use, fundraisers and social events such as food, laundry & cleaning supplies.

TBD
Sponsor Name (Please Print)

5/2/2024
Date Submitted

24-25
School Year

Sponsor Signature

Brian Keith 5/31/24
Activity Fund Custodian or CFO Signature

Kathy Knowles
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Sponsorships/Donations Project#: 803 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Athletic Sponsorships/ Advertisements	July 2024
Athletic Apparel Sales	July 2024
Pride Night	August 2024
Hall of Fame Banquet	August 2024

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Event Hospitality, Hall of Fame Banquet, Holiday Classic Basketball Tournament, Professional Development, Live Stream Production, Awards, Equiptment, Uniforms, Etc.

Tiffany Thompson — Sponsor Name (Please Print)

4/1/2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: General/ Gate Revenue Project#: 801 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Golf Tournament	October 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Entry Fees, Gate Revenue and Reimbursement from OSSAA.

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Officials, Entry Fees, Security, Event Workers, Field Maintenance, Facility Maintenance,
Uniforms, Equiptment, Etc.

Tiffany Thompson	4/1/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MHS Athletics Title: Athletics Trainers Project#: 810 Program#: 800

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
Physical Day	May 2025

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Day to day operations of the athletic training department including but not limited to:
Medical Supplies and Equiptment needed for student athletes, Event Workers, Professional Development, Uniforms, Etc.

Tiffany Thompson	4/1/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: District Administration Project#: 901 Program#: n/a

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
n/a	

Other Sources of Revenue (income other than from fundraisers):

Donations, Transfers from Facility Rental collections, Transfers from Bronco Club, Interest revenue, P-Card incentive payments

Expenditures (how the funds will be spent):

Staff meals and refreshments, membership and other fees, staff development expenses, interest revenue, banking and credit card fees, banking supplies, technology and equipment purchases and repairs, technology licensing, supplies, reimbursement for damages, promotional materials, awards

Jeff Landes — Sponsor Name (Please Print)

June 10, 2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Child Nutrition Cash Account Project#: 902 Program#: n/a

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
n/a	

Other Sources of Revenue (income other than from fundraisers):

Donations, payments by students and adults for child nutrition purchases (meals and ala carte)

Expenditures (how the funds will be spent):

Student refunds

Balance will be transferred to the General Fund at year end as directed by the CFO

Jeff Landes	June 10, 2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Sponsor Signature	Activity Fund Custodian or CFO Signature 6/4/24	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Community Education Project#: 903 Program#: ALL

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Bronco Club Registrations & Tuition, Community Ed Registration

Expenditures (how the funds will be spent):

Instructional costs, Bronco Club supplies, Community Ed supplies, staff travel; Staff PD costs; technology equipment, staff awards & meeting supplies; Reimbursement to General Fund for costs; disbursement to other funds as directed by the CFO

Kris Green	04/03/2024	2024-2025
Sponsor Name (Please Print)	Date Submitted	School Year
Kris Green	[signature] 6/4/24	
Sponsor Signature	Activity Fund Custodian or CFO Signature	
Principal or Director Signature	Date of Board Approval	

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Facility Rentals Project#: 904 Program#: n/a

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
n/a	

Other Sources of Revenue (income other than from fundraisers):

Donations, facility rentals excluding the Performing Arts Center

Expenditures (how the funds will be spent):

Building operations needs, gym floor refinishing, graduation facility rental, grounds maintenance

Jeff Landes
Sponsor Name (Please Print)

June 10, 2024
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: PAC Rentals Project#: 905 Program#: n/a

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
n/a	

Other Sources of Revenue (income other than from fundraisers):

Donations, rental fees for the Performing Arts Center

Expenditures (how the funds will be spent):

PAC operational needs

Balances can be transferred to #906, PAC Expenses or the General Fund as directed by the CFO

Jeff Landes
Sponsor Name (Please Print)

June 10, 2024
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: PAC Expenses Project#: 906 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
District Art Show Fundraiser	Fall 2024
PAC Merch	Fall 2024

Other Sources of Revenue (income other than from fundraisers):

Donations, Community Ed. (ticket sales 30%)

Expenditures (how the funds will be spent):

Production Supplies, Hospitality, Greenroom supplies,
Bronco Arts Outreach productions, Building Signage, Community Outreach

Samantha Waldrop — Sponsor Name (Please Print)

6/3/24 — Date Submitted

24-25 — School Year

Samantha Waldrop — Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

1442

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Students In Need Project#: 907 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations,

Expenditures (how the funds will be spent):

Assistance to students and families who have emergency needs that cannot be met by other means.

Kelly Dennison
Sponsor Name (Please Print)

4/9/2024
Date Submitted

2024-2025
School Year

Kelly Dennison
Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Heather A Higgins
Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Student on Account Project#: 908 Program#: n/a

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
n/a	

Other Sources of Revenue (income other than from fundraisers):

Donations, money deposited into a student's "On Account" balance in InTouch by a parent or a guardian

Expenditures (how the funds will be spent):

Balance is used by student to pay for grade level related expenses as directed by the parent

Jeff Landes — Sponsor Name (Please Print)

June 10, 2024 — Date Submitted

2024-2025 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

1444

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Technology Project#: 909 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Replacement chargers for ChromeBooks, iPads and accessories

Replacement of lost or damaged ChromeBooks

Expenditures (how the funds will be spent):

ChromeBooks, iPads and Accessories

Geromy Schrick
Sponsor Name (Please Print)

6/4/2024
Date Submitted

School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Transportation Activity Fund Project#: 910 Program#: N/A

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, reimbursements for bus repairs, transportation charges, vending

Expenditures (how the funds will be spent):

Staff awards/flowers, transfer to General Fund at the direction of the CFO

Donnie Ryan — Sponsor Name (Please Print)

5/31/2024 — Date Submitted

24-25 — School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: MPS Title: Operations Project#: 911 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, scrap metal

Expenditures (how the funds will be spent):

water, employee shirts/hoodies, misc office supplies, coffee and supplies

staff food and drinks, paper goods,flowers for staff

Alan Green, COO
Sponsor Name (Please Print)

4/29/2024
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Student Services Project#: 912 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, Transfers from District - Level Activity Accounts per the CFO's discretion.

Expenditures (how the funds will be spent):

Supplies and materials for special services meetings with staff, contractors and patrons.

Supplies and recognition items for special services staff.

Debra Cady — Sponsor Name (Please Print)

04/19/2024 — Date Submitted

2024-2025 — School Year

Debra Cady — Sponsor Signature

Erin Kurtz 4/4/24 — Activity Fund Custodian or CFO Signature

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Teacher of the Year Project#: 913 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
N/A	

Other Sources of Revenue (income other than from fundraisers):

Donations, Transfer from Administration Accounts, Ticket Sales

Expenditures (how the funds will be spent):

Annual teacher of the Year expenses

Chasity Head — Sponsor Name (Please Print)

June 4, 2024 — Date Submitted

2024 - 2025 — School Year

Chasity Head — Sponsor Signature

Activity Fund Custodian or CFO Signature 6/5/25

Stacy Edwards — Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Transportation Activity Fund Project#: 914 Program#: N/A

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned

Other Sources of Revenue (income other than from fundraisers):

Donations, vending machine commissions

Expenditures (how the funds will be spent):

Staff awards, PD expenses, hospitality, meals, supplies

Donnie Ryan
Sponsor Name (Please Print)

5/13/2024
Date Submitted

24-25
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: General Fund Refund Project#: 915 Program#: 900

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
n/a	

Other Sources of Revenue (income other than from fundraisers):

Donations, reimbursements by students, staff or others for repairs and/or replacements of lost or damaged items such as books, badges, facility property, etc.

Expenditures (how the funds will be spent):

At year end the balance will be transferred into the General Fund as directed by the CFO

Jeff Landes
Sponsor Name (Please Print)

June 10, 2024
Date Submitted

2024-2025
School Year

Sponsor Signature

Activity Fund Custodian or CFO Signature 6/4/24

Principal or Director Signature

Date of Board Approval

Revised: 5/22/2023

MUSTANG PUBLIC SCHOOLS

Purpose of Activity Fund Account

School: District Title: Superintendent Expenses Project#: 916 Program#: _____

☑ Initial Form ☐ Amended Form (Indicate Additions with an *)

Fundraisers (selling items for a profit):

Description	Month Planned
n/a	

Other Sources of Revenue (income other than from fundraisers):

Donations, reimbursements, annual transfer from #901

Expenditures (how the funds will be spent):

Staff meals and refreshments, membership fees and dues, staff development expenses, awards and recognition, technology supplies and expenses, community involvement, board expenses,

Charles Bradley — Sponsor Name (Please Print)

June 10, 2024 — Date Submitted

2024-2025 — School Year

Charles Bradley — Sponsor Signature

Activity Fund Custodian or CFO Signature 6/5/24

Principal or Director Signature

Date of Board Approval

1452

Revised: 5/22/2023

Schedule "A"

June 10th, 2024

Resignations				
Last Name	**First Name**		**Site/Assignment**	**Effective**
Atha	Jason		MNMS/Teacher	05/17/2024
Belcher	Victoria		CE/Noon Supervisor	05/16/2024
Brown	Barbara		ME/Teacher	05/17/2024
Carr	Bridget		CE/Teacher	05/17/2024
Cervantes Beltran	Esmeralda		MHI/CN	05/16/2024
Fouts	Kale		CE/Teacher	05/17/2024
Holeman	Justin		MHS/Teacher/Coach	05/17/2024
James	Tracy		PVE/Spec Ed Teacher	05/17/2024
Jones	Dana		MMS/Sped Paraprofessional	05/16/2024
Madrid	Leslie		MBI/Stem	05/17/2024
Matejcic	Tonya		MCMS/Teacher	05/17/2024
McGowan-Miller	Sue		MCE/Media Assistant	05/21/2024
Purcell	Jennifer		ME/Media Assistant	05/21/2024
Robison	Kaitlin		CRI/Teacher	05/17/2024
Sandstrom	Vanessa		VE/Teacher	05/15/2024
Sims	Nicole		ME/LE/Instructional Coach	05/21/2024
Smith	Crystal		MHS/CN	05/16/2024
Stalsworth	Caroline		RE/Teacher	05/17/2024
Tipton	Terry		Transportation/Asst Director	07/03/2024
Ward	David		MHS/Sped M/M Teacher	05/17/2024
Retirement				
Last Name	**First Name**		**Site/Assignment**	**Effective**
Kuczynski	Judith		MHS/Teacher	05/17/2024
Reeves	Virginia		MHS/School Psychologist	06/05/2024
Whitworth	Martha		TE/Sped Paraporfessional	05/16/2024
Rescinded Employment				
Last Name	**First Name**		**Site/Assignment**	**Effective**
Bode	Kimberly		MCE/Teacher	2024
Travis	Trinity		MBI/Teacher	2024
Employment				
Last Name	**First Name**	**Replacing/New Position**	**Site/Assignment**	**Effective**
Aderman	Samantha	Jamie McGahee	TE/Sped Paraprofessional	08/09/2024
Arenas-Lucas	Juan	New Position	MHS/Teacher	08/07/2024
Beneux	Alexander	New Position	Athletic Depart/Assistant Strength and Cond.	07/01/2024
Carothers	Caitlyn	Sarah Moore	MBI/Teacher	08/07/2024
Castillo	Cristina	New Position	MBI/FS Paraprofessional	08/09/2024
Castillo	Gerardo	Amber Dalton	MHS/TReacher	08/07/2024
Cockrell	Amber	Teresa Arellano	MMS/Sped Teacher M/M	08/07/2024
Dow	Tracie	Caroline Stalsworth	RE/Teacher	08/07/2024
Dresel	Laurie	Jennifer Purcell	ME/Media Assistant	08/07/2024

Duthile	Charlotte	Sarah Silva	MCE/Teacher FS	08/07/2024
Dykes	Shelbi	Lori Bailey	MCE/Sped Paraprofessional	08/09/2024
Elam	Dahn King	Rachel George	CE/Occupational Therapist	08/07/2024
Evans	Lana	Christy Nash	PVE/Teacher	08/07/2024
Foster	Savannah	Mariana Nye	MMS/Sped Paraprofessional	08/09/2024
Franklin	Linda	Andrew Lusher	MCMS/Teacher	08/07/2024
Franklin	Tonia	Betty Rudek	District/Physical Therapist	08/07/2024
Garretson	Emma	Sharon Marion	LE/Teacher	08/07/2024
Gossman	Gunner	N/A	District/Summer Maintenance	2024
Guinn	Kelli	LaTasha Franks	PVE/RN School Nurse	08/01/2024
Gutierrez	Raquel	Amber Eddleman	MBI/FS Paraprofessional	08/09/2024
Hunt	Joy	Celesta Dalrymple	MNMS/ISI Supervisor	08/08/2024
Ivey	Thomas	David Walker	MHS/Army Instructor	07/01/2024
Johnson	Jennifer	Brittani Beard	TE/Sped Paraprofessional	08/09/2024
Joseph	Elsa	Taylor Rankin	TE/Sped Paraprofessional	08/09/2024
Knox	Alex	Justin Holemon	MHS/Sped M/M Teacher	08/07/2024
LaFever	Nichole	New Position	MEC/Sped Paraprofessional	08/09/2024
Matthews	Kristin	Open Position	CE/Crossing Guard	08/08/2024
McGrew	Stacie	Sydnie Graves	MCMS/Teacher	08/07/2024
McIntire	Jennifer	New Position	MEC/Sped Teacher	08/07/2024
Mendez	Evelyn	Alicia Wharry	CE/Paraprofessional	08/08/2024
Moore	Sara	Debbie Bunch	MCMS/MNMS/Media Assistant	08/07/2024
Moya	Dairan	Mindy Vazquez	MHS/Teacher	08/07/2024
Munger	Robin	New Position	District/Instructional Coach	08/01/2024
Najera	Myra	Christina Waller	VE/Sped Paraprofessionnal	08/09/2024
Nelson	Madeline	Christy Hill	MCMS/Sped Paraprofessional	08/09/2024
Nelson	Samantha	K. Keiger	MCMS/Sped Paraprofessional 1 on 1	08/09/2024
Qualls	Ally	Ally Qualls	MNMS/Teacher	08/09/2024
Pence	Carly	Bailey Head	CE/Teacher	08/07/2024
Porter	Jailynn	Lesha Doyle	MCE/Teacher	08/07/2024
Ramirez	Andrew	N/A	Summer Maintenance	05/20/2024
Reed	Shembra	Tonya Matejcic	MCMS/Teacher	08/07/2024
Roberts	Tory	Kelly White	VE/Sped Paraprofessionnal	08/09/2024
Rutherford	Carmen	Kay Williams	CRI/Teacher	08/07/2024
Ruiz	Manuel	Daniel Adkisson	MHS/Band Assistant	07/01/2024
Ryan	Katelynn	Bambi Adams	ME/Sped Paraprofessional	08/09/2024
Scott	Charles	Lance Miller	MHS/Teacher	08/07/2024
Silva	Emily	Marshall Petty	MHS/Sped FS Paraprofessional	08/09/2024
Skoropowski	Brandy	Jason Atha	MNMS/Teacher	08/07/2024
Snowden	Michael	Aubrey Falkner	MHS/Teacher	08/07/2024
Standefer	Chelsey	Caitlin Wittum	LE/Sped Teacher M/M	08/07/2024
Sullinger	Melissa	Lasha Claborn	MHI/Counselor	08/05/2024
Thompson	Darius	Annia Morris	MHS/Teacher	08/07/2024
Torres	Merry	Chelsea Carlisle	CRI/Teacher	08/07/2024
Waldon	Alejandra	Connie Strfanick	MHS/Campus Administrative Assistant	07/29/2024
Waller	Zachary	N/A	District/Summer Maintenance	05/20/2024
Warden	Lynn	Brianna Qualls	MHS/Counselor	08/01/2024

Watham	Jalaine	Nicole Sims	District/Instructional Coach	08/01/2024
Williams	Jonathan	Kathryn Johnson	CRI/Teacher	08/07/2024
Williams	Lori	Robyn Keele	CE/Sped M/M Teacher	08/07/2024
Long Term Sub				
Last Name	**First Name**		**Site/Assignment**	**Effective**
Stanley	Jessica		MHI/Teacher	08/07/2024
Reassignments				
Last Name	**First Name**	**From: Site/Assignment**	**To: Site/Assignment**	**Effective**
Adams	Bambi	ME/FS one on one Paraprofessional	ME/FS Paraprofessional	2024-2025
Albritton	Necole	MHS/CN	MHS/Paraprofessional	08/09/2024
Bailey	Lori	MCE/Sped Paraprofessional	MCE/Media Assistant	08/07/2024
Bonura	Amy	ME/M/M Paraprofessional	ME/FS Paraprofessional	2024-2025
Burch	Nathan	MNMS/Instructional Coach	MNMS/SS	08/07/2024
Carlisle	Chelsea	CRI/Teacher	MBI/Teacher	08/07/2024
Cooper	Jennifer	MCE/1:1 Sped Paraprofessional	MCE/Sped Paraprofessional	08/09/2024
Cunningham	Christopher	MHI/5th SS	MHI/6 SS	2024-2025
Eddleman	Amber	MBI/Sped Paraprofessional	MEC/Sped Paraprofessional	08/09/2024
Estep	Tonya	MBI/1 on 1 Paraprofessional	MBI/Sped Paraprofessional	08/09/2024
Fonseca	Jennifer	RE/CN	RE/Sped Paraprofessional	08/09/2024
Fruehling	nicki	MCE/Mental Health Counselor	RE/Mental Health Counselor	2024/2025
Fuller	Jordan	MHI/6th SS	MHI/5th SS	2024-2025
Garcia	Steve	MNMS/Teacher	District/Instructional Coach	08/01/2024
Harvey	Brittney	District/Certified Occupational Therapy Asst	District/Occupational Therapist	2024/2025
Homer	Jared	Assistant Principal Intern	Assistant Principal	2024-2025
Hurst	Trenton	MNMS/Teacher	MHS/Teacher	08/07/2024
Keele	Robyn	CE/Sped Teacher	CE/DDk Teacher	08/07/2024
Kennish	Beatrice	MNMS/Teacher/Sped SS	MNMS/Teacher/Sped Math	08/07/2024
Lakin	Kyle	MHS/Outdoor Education	MHS/Virtual Academy	08/07/2024
Landers	Diana	TE/Sped ParaProfessional	TE/DD PreK Para	08/09/2024
Mahoney	Sheryl	MHS/Paraprofessional 1 on 1	MCMS/ Paraprofessional 1 on 1	08/09/2024
McGahee	Jamie	TE/Sped ParaProfessional	TE/DD PreK Teacher	08/07/2024
Neal	Joshua	MHI/5th Math	MHI/6th Science	2024-2025
Nguyen-Mai	Bich-Thuy	MCE/1 on 1 Paraprofessional	MCE/Sped Paraprofessional	08/09/2024
Pascoe	Samantha	MHI/6th Math	MHI/6th SS	2024-2025
Petty	Marshall	MHS/Sped Paraprofessional	MCMS/Sped Paraprofessional	08/09/2024
Petty	Karla	MCMS/Sped Paraprofessional	ME/FS Paraprofessional	08/13/2024
Plant	Joachim	MHI/5th Math	MHI/5th SS	2024-2025
Silva	Sarah	MCE/LTSWB FS	MHS/FS	08/07/2024
Starr	Kristel	CRI/Sped Paraprofessional	MHS/Teacher	08/07/2024
Van Aken	Kimberly	MHI/Teacher	MHS/Teacher	08/07/2024
Votta	Shauna	MCE/3rd	MCE/4th	08/07/2024
Waggoner	Ryan	PVE/Teacher	MNMS/Athletic Director	08/07/2024
Walker	David	MHS/Army Instructor	MHS/Senior Army Instructor	07/01/2024
Williams	Lori	CE/Sped Teacher	CE/Teacher 4th Grade	08/07/2024
Witten	Savannah	ME/FS Paraprofessional	ME/M/M Paraprofessional	2024-2025
Woodard	Rachel	MMS/Sped Paraprofessional	MMS/Health Aide	08/08/2024
Wyatt	Stacie	ME/FS Paraprofessional	ME/M/M Paraprofessional	2024-2025

Additional Duty/Supplemental/Stipend				
Last Name	**First Name**	**Assignment**	**Site**	**Effective**
Mille	Lance	Summer Maintenance	District	2024
Hurd	Mark	Summer Maintenance	District	2024
Burgamy	Carol	ESY Para	District	2024
Ridinger	Melanie	ESY Para	District	2024
Wiggins	Heather	Homebound/based instructor	District	2024
Arellano	Teresa	Brain/Boost Stipend $1,500.00	MMS	Spring 2024
Brothers	Rebecca	Brain/Boost Stipend $1,500.00	MNMS	Spring 2024
Manuel	Aaron	Brain/Boost Stipend $1,500.00	HI	Spring 2024
O'Brien	Kristi	Brain/Boost Stipend $1,500.00	VE	Spring 2024
Danker	Carmen	Mentor Teacher Stipend $250	CE	Spring 2024
Henderson	Ashley	Mentor Teacher Stipend $250	CE	Spring 2024
Moon	Mary Beth	Mentor Teacher Stipend $250	HI	Spring 2024
Jones	Ryan	Mentor Teacher Stipend $250	CRI	Spring 2024
Arenas-Lucas	Juan	Head Varsity Boys Soccer Coach	MHS	2024-2025
Hurst	Garrett	Head Varsity Boys Tennis Coach	MHS	2024-2025
Heath	Joel	Head Varsity Boys and Girls Golf Coach	MHS	2024-2025
Walker	Caitlin	Head Varsity Pom Sponsor	MHS	2024-2025
Waldon	Alejandra	Summer Central Enrollment	District	2024
Neal	Leslie	Summer Central Enrollment	District	2024