

Jones Public Schools  
MINUTES  
Regular Meeting Jones Board of Education  
Tuesday, May 13, 2025 • 5:30 PM  
Board of Education Building Board Room  
9200 N Hiwassee  
Jones, OK 73049

Attendance Taken at 5:30 PM.

Andrew Chase: Present  
Matthew Gindhart: Present  
Brett Ramsey: Present  
Steve Todd: Present  
Scott Smith: Absent

{{Name: Agenda Item Name}} {{Discussion: Agenda Item Discussion}} {{Actions: Agenda Item Actions}}

1. **Call to Order.**
2. **Establishment of quorum.**
3. **Recognition of visitors.**  
*Pursuant to Board Policy AF, during portions of regular meetings of the Board, a limited opportunity may be provided for members of the public to make comments regarding items on the posted agenda. To make such comments on items on the posted agenda, members of the public are to complete the required Speaker's Request Sheet and submit it to the Clerk of the Board or the Board President before the meeting is called to order.*
4. **Discuss and possible vote on the minutes of the regular meeting of April 8, 2025.**
5. **Financial Consent Docket - Discuss and possible vote on encumbrances, change orders and warrants supported by proper invoice.**
  - A. General Fund.
    1. Approve FY25 General Fund Purchase Orders 205-211 for a total of \$10,154.98.
    2. Approve FY25 General Fund Change Order for Purchase Order 1-204 for a total of -\$1,139.18.
    3. Approve FY25 General Fund Payroll Purchase Order 50156 for a total of \$3,121.85.
    4. Approve FY25 General Fund Payroll Change Order for Purchase Orders 50000-50155 for a total of \$15,928.92.
    5. Approve FY25 General Fund AP Warrants for a total of \$63,944.35.

B. Building Fund.

1. Approve FY25 Building Fund Purchase Orders 40-42 for a total of \$4,594.07.
2. Approve FY25 Building Fund Change Order for Purchase Orders 1-39 for a total of \$14,225.00.
3. Approve FY25 Building Fund AP Warrants for a total of \$57,871.42.

C. Child Nutrition Fund.

1. Approve FY25 Child Nutrition Purchase Order 10 for a total of \$1,354.10.
2. Approve FY25 Child Nutrition Change Order for Purchase Orders 1-9 for a total of \$500.00.
3. Approve FY25 Child Nutrition AP Warrants for a total of \$46,867.36.

D. Activity Fund Report.

E. Activity Fund Transfers.

1. Transfer \$10,000.00 from account #922 (Elementary School Library) to account #920 (Elementary School Fund).

F. Monthly Financial Reports.

1. Treasurer's Report.
2. FY25 GF Budget.
3. FY25 Encumbrance Comparison Chart.

6. **Administrative report.**

7. **Presentation of JEA.**

8. **Discuss and possible vote on the agreement with Heartland School Solutions.**

9. **Discuss and possible vote on the contract for speech services with Holly Richison for the 2025-2026 school year.**

10. **Discuss and possible vote on a contract with SylogistEd for accounting and student information services for the 2025-2026 school year.**

11. **Discuss and possible vote on membership renewal with OSSBA for the 2025-2026 school year.**

12. **Discuss and possible vote on the contract for Employment Services with OSSBA for the 2025-2026 school year.**

13. **Discuss and possible vote on a Resolution for Schools and Libraries Universal Services (E-Rate) for 2025-2026. This resolution authorizes the filing of the Form 471 application(s) for funding for the year 2025-2026 and the payment of the applicants' share upon approval of funding and receipt of services.**

14. **Discuss and possible action on agreement renewal for e-rate management services with Kellogg & Sovereign Consulting for 2026-2027.**
15. **Discuss and possible vote on the 2025-2026 agreement with United Systems for Managed IT Services.**
16. **Proposed executive session to discuss the resignations, new employment, and re-employment for the 2025-2026 year as listed on the personnel schedule "A", personnel schedule "B", and personnel schedule "C", as per 25 O.S. 307(B)(1).**
  - A. Vote to convene or not to convene into executive session.
  - B. Acknowledge return to open session.
  - C. Minutes compliance statement.
  - D. Possible vote on employment and resignations as listed on the personnel schedule "A".
  - E. Possible vote on re-employment of certified personnel for the 2025-2026 year as presented on the personnel schedule "B".
  - F. Possible vote on re-employment of support personnel for the 2025-2026 year as presented on the personnel schedule "C".
17. **New business.**
18. **Vote to adjourn.**

Jones Public Schools  
MINUTES  
Regular Meeting Jones Board of Education  
Tuesday, April 8, 2025 • 5:30 PM  
Board of Education Building Board Room  
9200 N Hiwassee  
Jones, OK 73049

Attendance Taken at 5:30 PM.

Andrew Chase: Present  
Matthew Gindhart: Present  
Scott Smith: Present  
Steve Todd: Present  
Brett Ramsey: Absent

**1. Call to Order.**

**2. Establishment of quorum.**

**3. Board Member Oaths.**

**1. Administer Oath of Office to Andrew Chase, Board Seat #5 Elected Member.**

**4. Discuss and possible vote on reorganization of Jones Public Schools Board of Education.**

A. Vote to elect a Board President. Motion to retain Matt Gindhart as Board President passed with a motion by Matthew Gindhart and a second by Scott Smith.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

B. Vote to elect a Board Vice President. Motion to retain Brett Ramsey as Board Vice President passed with a motion by Matthew Gindhart and a second by Scott Smith.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

C. Vote to elect a Board Clerk. Motion to elect Steve Todd as Board Clerk passed with a motion by Scott Smith and a second by Andrew Chase.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

D. Vote to elect a Board Deputy Clerk. Motion to retain Scott Smith as Board Deputy Clerk passed with a motion by Matthew Gindhart and a second by Steve Todd.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

#### **5. Recognition of visitors.**

*Pursuant to Board Policy AF, during portions of regular meetings of the Board, a limited opportunity may be provided for members of the public to make comments regarding items on the posted agenda. To make such comments on items on the posted agenda, members of the public are to complete the required Speaker's Request Sheet and submit it to the Clerk of the Board or the Board President before the meeting is called to order.*

#### **6. Discuss and possible vote on the minutes of the regular meeting of March 11, 2025.**

Motion to approve the minutes of the regular meeting of March 11, 2025 passed with a motion by Scott Smith and a second by Steve Todd.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

#### **7. Financial Consent Docket - Discuss and possible vote on encumbrances, change orders and warrants supported by proper invoice.**

Motion to approve financial consent agenda, items 7.A. through 7.E. as presented passed with a motion by Scott Smith and a second by Steve Todd.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

##### **A. General Fund.**

1. Approve FY25 General Fund Purchase Orders 197-204 for a total of \$1,469,844.37.

2. Approve FY25 General Fund Change Order for Purchase Order 1-196 for a total of \$31,066.00.

3. Approve FY25 General Fund Payroll Change Order for Purchase Orders 50000-50155 for a total of \$15,713.42.

4. Approve FY25 General Fund AP Warrants for a total of \$55,293.50.

##### **B. Building Fund.**

1. Approve FY25 Building Fund Change Order for Purchase Orders 1-39 for a total of \$8,404.35.

2. Approve FY25 Building Fund AP Warrants for a total of \$34,883.18.

##### **C. Child Nutrition Fund.**

1. Approve FY25 Child Nutrition Change Order for Purchase Orders 1-9 for a total of

\$2,000.00.

2. Approve FY25 Child Nutrition AP Warrants for a total of \$43,429.71.

D. Activity Fund Accounts.

E. Monthly Financial Reports.

1. Treasurer's Report

2. FY25 GF Budget

3. FY25 Encumbrance Comparison Chart

## **8. Administrative report.**

## **9. Presentation of JEA.**

### **10. Discuss and possible vote on the FY26 Application for Temporary**

**Appropriations.** Motion to approve the FY26 Application for Temporary Appropriations passed with a motion by Steve Todd and a second by Scott Smith.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

**11. Discuss and possible vote on district student capacity numbers.** Motion to approve the district student capacity numbers passed with a motion by Scott Smith and a second by Steve Todd.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

### **12. Discuss and possible vote on student transfer requests for 2024-2025 school**

**year.** Motion to approve the denial of student transfer for 2024-2025 school year as presented passed with a motion by Scott Smith and a second by Steve Todd.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

### **13. Proposed executive session to discuss the employment, retirements, and resignations listed on the personnel schedule, as per 25 O.S. 307(B)(1).**

A. Vote to convene or not to convene into executive session. Motion not to convene into executive session passed with a motion by Scott Smith and a second by Steve Todd.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve

Todd: Yea

Yea: 4, Nay: 0, Absent: 1

B. Acknowledge return to open session.

C. Minutes compliance statement.

D. Possible vote on employment, retirements, and resignations as listed on the personnel schedule. Motion to approve employment, retirements, and resignations as listed on the personnel schedule passed with a motion by Steve Todd and a second by Andrew Chase.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

#### **14. New business.**

**15. Vote to adjourn.** Motion to adjourn at 5:54 pm passed with a motion by Andrew Chase and a second by Steve Todd.

Brett Ramsey: Absent, Andrew Chase: Yea, Matthew Gindhart: Yea, Scott Smith: Yea, Steve Todd: Yea

Yea: 4, Nay: 0, Absent: 1

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 205 - 350, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	205	04/07/2025	6912	CPI	ANNUAL MEMBERSHIP FEE	200.00
11	206	04/15/2025	6912	CPI	CPI Certification Renewal Program	2,349.00
11	207	04/17/2025	5850	NCS PEARSON, INC.	SPED testing	324.90
11	208	04/24/2025	7974	OKC BACKUP	stage and sound for graduation	4,900.00
11	209	04/24/2025	8076	CHOCTAW TIMES	FOODSERVICE RFP	18.20
11	210	04/28/2025	9045	PIRATES ALLEY	Honors frames for graduation	362.88
11	211	05/05/2025	7642	ATTN: CREDIT CARD DEPARTMENT	Airfare - JES LIM Symposium	2,000.00
<b>Non-Payroll Total:</b>						<b>\$10,154.98</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$10,154.98</b>

## Change Order Listing

Options: Fund(s): GENERAL FUND, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 4/8/2025 - 6/30/2025, PO Range: 1 - 204, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2024	1591	AIRGAS USA, LLC	VO-AG TEACHING SUPPLIES	33.50
5	07/01/2024	8877	COX BUSINESS	ETHERNET SERVICES/DIST	-8,000.00
9	07/01/2024	7073	HOLT TRUCK CENTERS	PARTS AND SUPPLIES FOR BUSES	-661.75
14	07/01/2024	6689	MIDWEST BUS SALES INC	BUS PARTS FOR THE YEAR/DIST	4,000.00
18	07/01/2024	1481	O'REILLY AUTOMOTIVE STORES, INC.	PARTS/SUPPLIES FOR MAINTENANCE VEHICLES & BUSES	1,500.00
19	07/01/2024	5558	OSBI	EMPLOYEE BACKGROUND CHECKS	-1,010.00
21	07/01/2024	8139	PETROCHOICE	SUPPLIES FOR MAINTENANCE VEHICLES & BUSES	-96.40
22	07/01/2024	7459	GOVERNMENT ACCOUNT SERVICES	TOLLS FOR SCHOOL VEHICLES	100.00
27	07/01/2024	8856	SHANNON FISCHER	OT SERVICES FOR THE SCHOOL YEAR	4,500.00
29	07/01/2024	9080	SUBURBAN PROPANE, L.P.	PROPANE/MS	749.23
36	07/01/2024	7687	DANA DURAN	MILEAGE REIMBURSEMENT	60.00
40	07/01/2024	8352	EMILY NORMAN	Mileage Reimbursement	-300.00
51	07/01/2024	6762	OKLAHOMA ATTORNEY GENERAL	BOND TRANSCRIPT EXAMINATION FEE/DIST	-232.00
76	07/01/2024	6368	THE JOURNAL RECORD	PUBLISH REQUIRED DOCUMENTS FOR JPS	-225.62
79	07/01/2024	5593	SAM'S CLUB DIRECT	MEMBERSHIP RENEWAL	-37.96
90	07/15/2024	5935	OFFICE DEPOT, INC.	4 desks for basketball office	-18.54
110	07/31/2024	8696	BACKGROUND INVESTIGATION BUREAU LLC	BACKGROUND CHECKS FOR VOLUNTEERS/DIST	210.00
119	08/12/2024	8555	BLUUM USA, INC.	COMPUTERS FOR NEW TEACHING STAFF/DIST	-2.00
128	08/26/2024	8744	AMAZON CAPITAL SERVICES	office supplies	-100.00
168	12/03/2024	8744	AMAZON CAPITAL SERVICES	office supplies	-11.76
185	01/22/2025	8744	AMAZON CAPITAL SERVICES	TOOLS FOR THE BUS BARN	103.36
192	02/05/2025	7786	OKLAHOMA COUNTY ELECTION BOARD	ELECTION EXPENSES	-4,397.64
197	03/11/2025	9261	B & D THREEFOLD COLLISION CENTER	REPAIRS TO MAINTENANCE VEHICLE/VENDOR INSURS.	2,651.85
198	03/13/2025	8744	AMAZON CAPITAL SERVICES	CHAIR COVERS FOR ADMIN OFFICE	-20.45
199	03/24/2025	9263	EBAY	AUTO PROMPT TIMER RELAY	67.00
<b>Non-Payroll Total:</b>					<b>(\$1,139.18)</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>(\$1,139.18)</b>

## Unpaid Encumbrances

Options: Year: 2024-2025, Fund(s): GENERAL FUND, As Of Date: 5/12/2025, Include Only Certified: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2024	1591	AIRGAS USA, LLC	VO-AG TEACHING SUPPLIES	391.50
2	07/01/2024	6659	A T & T MOBILITY	IPAD SERVICE	46.48
3	07/01/2024	6659	A T & T MOBILITY	CELL PHONE SERVICE FOR THE YEAR/DIST	309.01
6	07/01/2024	7934	DE LAGE LANDEN PUBLIC FINANCE LLC	LEASE/PURCHASE FOR COPIERS/DIST	800.00
7	07/01/2024	7539	HAMPEL OIL	FUEL FOR SCHOOL VEHICLES	5,827.33
10	07/01/2024	5547	JONES HARDWARE & LUMBER	VO-AG TEACHING SUPPLIES	59.66
14	07/01/2024	6689	MIDWEST BUS SALES INC	BUS PARTS FOR THE YEAR/DIST	4,113.93
15	07/01/2024	5552	O G & E	ELECTRICITY FOR THE SCHOOL YEAR	15,826.13
16	07/01/2024	7979	OKLAHOMA COPIER SOLUTIONS	MAINTENANCE AGREEMENT & TONER FOR THE YEAR/COPIERS	1,585.87
18	07/01/2024	1481	O'REILLY AUTOMOTIVE STORES, INC.	PARTS/SUPPLIES FOR MAINTENANCE VEHICLES & BUSES	1,377.37
22	07/01/2024	7459	GOVERNMENT ACCOUNT SERVICES	TOLLS FOR SCHOOL VEHICLES	134.06
25	07/01/2024	8656	QUALITY CHOICE TESTING	RANDOM ALCOHOL & DRUG TESTING FOR BUS DRIVERS	690.00
27	07/01/2024	8856	SHANNON FISCHER	OT SERVICES FOR THE SCHOOL YEAR	4,964.00
29	07/01/2024	9080	SUBURBAN PROPANE, L.P.	PROPANE/MS	918.41
30	07/01/2024	5555	TDS	TELEPHONE SERVICE	5,657.11
32	07/01/2024	2571	UNITED SYSTEMS, INC.	MANAGED IT SERVICE AGREEMENT	6,196.45
36	07/01/2024	7687	DANA DURAN	MILEAGE REIMBURSEMENT	78.40
38	07/01/2024	8695	ALLISON JOHNSON	Mileage Reimbursement	46.55
39	07/01/2024	9103	CARSON B MATHEWS	Mileage Reimbursement	161.70
41	07/01/2024	8865	BRYAN W PENNOCK	MILEAGE REIMBURSEMENT	53.90
43	07/01/2024	5949	MICHELLE TAYLOR	Mileage Reimbursement	32.76
53	07/01/2024	5592	OSSBA	BOARD MEMBER TRAINING/ADMIN TRAINING	150.00
64	07/01/2024	7918	OSSBA EMPLOYMENT SERVICES	REPLENISH UNEMPLOYMENT ACCT.	190.00
69	07/01/2024	8095	ALLEN'S POWER EQUIPMENT	LAWN MOWER BLADES/DIST	188.96
110	07/31/2024	8696	BACKGROUND INVESTIGATION BUREAU LLC	BACKGROUND CHECKS FOR VOLUNTEERS/DIST	210.00
170	12/05/2024	8662	OKCDA	choir entry fee	75.00
176	12/18/2024	8114	GRANT M HAYNES	MILEAGE REIMBURSEMENT	49.00
177	12/18/2024	9104	MALLORY L SALAZAR	MILEAGE REIMBURSEMENT	34.30
178	12/18/2024	9087	MIKIAH F MCDONALD	MILEAGE REIMBURSEMENT	73.50
185	01/22/2025	8744	AMAZON CAPITAL SERVICES	TOOLS FOR THE BUS BARN	103.36
192	02/05/2025	7786	OKLAHOMA COUNTY ELECTION BOARD	ELECTION EXPENSES	1,243.08
197	03/11/2025	9261	B & D THREEFOLD COLLISION CENTER	REPAIRS TO MAINTENANCE VEHICLE/VENDOR INSURS.	4,144.00
198	03/13/2025	8744	AMAZON CAPITAL SERVICES	CHAIR COVERS FOR ADMIN OFFICE	57.55
205	04/07/2025	6912	CPI	ANNUAL MEMBERSHIP FEE	200.00
206	04/15/2025	6912	CPI	CPI Certification Renewal Program	2,349.00

## Unpaid Encumbrances

Options: Year: 2024-2025, Fund(s): GENERAL FUND, As Of Date: 5/12/2025, Include Only Certified: True

PO No	Date	Vendor No	Vendor	Description	Amount
207	04/17/2025	5850	NCS PEARSON, INC.	SPED testing	324.90
208	04/24/2025	7974	OKC BACKUP	stage and sound for graduation	4,900.00
209	04/24/2025	8076	CHOCTAW TIMES	FOODSERVICE RFP	18.20
210	04/28/2025	9045	PIRATES ALLEY	Honors frames for graduation	362.88
<b>Non-Payroll Total:</b>					<b>\$63,944.35</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$63,944.35</b>

## Encumbrance Register

Options: Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 40 - 60, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	40	04/15/2025	9021	COMPLIANCE SIGNS, LLC	SIGNAGE FOR PLAYGROUND AREAS	49.35
21	41	04/15/2025	9300	ABSOLUTE LAWN & LANDSCAPE LLC	DUGOUT MATERIALS	1,044.72
21	42	05/09/2025	9307	OKC MISQUITO MILITIA	TERMITE TREATMENT FOR HFF	3,500.00
<b>Non-Payroll Total:</b>						<b>\$4,594.07</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$4,594.07</b>

## Change Order Listing

**Options:** Fund(s): BUILDING FUND, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 4/7/2025 - 6/30/2025, PO Range: 1 - 39, Include Negative Changes: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2024	5830	BILLY WILSON	Weed Control	2,000.00
3	07/01/2024	5718	DEPARTMENT OF ENVIRONMENTAL QUALITY	Public Water Testing/MS	2,000.00
6	07/01/2024	7127	THE HOME DEPOT PRO	Maintenance & Custodial Supplies	10,000.00
15	07/01/2024	7253	OKLAHOMA DEPARTMENT OF LABOR	BOILER/PRESSURE VESSEL INSPECTION	225.00
<b>Non-Payroll Total:</b>					<b>\$14,225.00</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$14,225.00</b>

## Unpaid Encumbrances

Options: Year: 2024-2025, Fund(s): BUILDING FUND, As Of Date: 5/12/2025, Include Only Certified: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2024	5830	BILLY WILSON	Weed Control	1,642.00
3	07/01/2024	5718	DEPARTMENT OF ENVIRONMENTAL QUALITY	Public Water Testing/MS	2,283.00
6	07/01/2024	7127	THE HOME DEPOT PRO	Maintenance & Custodial Supplies	8,471.35
8	07/01/2024	9079	JANI-KING OF OKLAHOMA, INC.	DAY PORTERS AND NIGHT CREW CLEANING SERVICES/DIST	30,245.74
9	07/01/2024	5547	JONES HARDWARE & LUMBER	Supplies for Building & Grounds Upkeep/Dist	599.05
10	07/01/2024	7163	LIL BIT WESTERN LAWN CARE, L.L.C.	Lawn Care Service/District	2,401.66
11	07/01/2024	7672	MOLLMAN'S/CULLIGAN WATER	Water Conditioner Rental & Supplies	376.50
12	07/01/2024	6611	TK ELEVATOR CORPORATION	Maintenance Agreement for the Elevator/HS	232.52
15	07/01/2024	7253	OKLAHOMA DEPARTMENT OF LABOR	BOILER/PRESSURE VESSEL INSPECTION	225.00
37	02/13/2025	9252	BAILEY BROTHERS PLUMBING, HEAT, AIR	HVAC PARTS AND SERVICE FOR DIST	625.00
39	03/05/2025	5548	JONES PUBLIC WORKS	WATER, SEWER, TRASH & GAS	9,675.53
40	04/15/2025	9021	COMPLIANCE SIGNS, LLC	SIGNAGE FOR PLAYGROUND AREAS	49.35
41	04/15/2025	9300	ABSOLUTE LAWN & LANDSCAPE LLC	DUGOUT MATERIALS	1,044.72
<b>Non-Payroll Total:</b>					<b>\$57,871.42</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$57,871.42</b>

## Encumbrance Register

**Options:** Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, PO Range: 10 - 60, Fund(s): CN PROGRAMS FUND

<b>Fund</b>	<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
22	10	04/08/2025	5837	OKLAHOMA DEPARTMENT OF HUMAN SERVICES	ANNUAL COMMODITY DISTRIBUTION ASSESSMENT FEE	1,354.10
<b>Non-Payroll Total:</b>						<b>\$1,354.10</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$1,354.10</b>

**Change Order Listing**

**Options:** Fund(s): CN PROGRAMS FUND, Year: 2024-2025, ReferenceDate: PO Date, Date Range: 4/7/2025 - 6/30/2025, PO Range: 1 - 9, Include Negative Changes: True

<b>PO No</b>	<b>Date</b>	<b>Vendor No</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
3	07/01/2024	7448	ENGLAND REFRIGERATION SERVICE, INC.	PARTS AND SERVICE FOR WALK IN COOLERS	500.00
<b>Non-Payroll Total:</b>					<b>\$500.00</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$500.00</b>

## Unpaid Encumbrances

Options: Year: 2024-2025, Fund(s): CN PROGRAMS FUND, As Of Date: 5/12/2025, Include Only Certified: True

PO No	Date	Vendor No	Vendor	Description	Amount
1	07/01/2024	8126	OPAA! FOOD MANAGEMENT, INC	Food Service Management Fees	45,191.11
2	07/01/2024	626	YESENIA ORTEGA	Mileage Reimbursement	52.15
3	07/01/2024	7448	ENGLAND REFRIGERATION SERVICE, INC.	PARTS AND SERVICE FOR WALK IN COOLERS	270.00
10	04/08/2025	5837	OKLAHOMA DEPARTMENT OF HUMAN SERVICES	ANNUAL COMMODITY DISTRIBUTION ASSESSMENT FEE	1,354.10
<b>Non-Payroll Total:</b>					<b>\$46,867.36</b>
<b>Payroll Total:</b>					<b>\$0.00</b>
<b>Report Total:</b>					<b>\$46,867.36</b>

**JONES PUBLIC SCHOOLS**  
**Revenue/Expenditure Summary**

Options: Fund: 60, Date Range: 4/1/2025 - 4/30/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	Cash End Balance	Unpaid POs	End Balance
801 ATHLETICS/K. WITT	\$82,094.03	\$0.00	\$0.00	\$23,111.71	\$58,982.32	\$6,118.33	\$52,863.99
820 HS GENERAL/WATKINS	\$1,495.33	\$1,124.00	\$0.00	\$276.81	\$2,342.52	\$80.68	\$2,261.84
822 HS VENDING/WATKINS	\$1,892.05	\$503.00	\$0.00	\$857.46	\$1,537.59	\$900.00	\$637.59
824 HS SUNSHINE/WATKINS	\$183.61	\$0.00	\$0.00	\$0.00	\$183.61	\$0.00	\$183.61
826 BAND/ROBBINS	\$8,299.48	\$0.00	\$0.00	\$8,250.91	\$48.57	\$0.00	\$48.57
828 ART/NORMAN	\$286.96	\$0.00	\$0.00	\$0.00	\$286.96	\$40.00	\$246.96
830 HS FCA/STEVERSON	\$675.39	\$0.00	\$0.00	\$0.00	\$675.39	\$0.00	\$675.39
832 FFA/STALLINGS	\$14,085.61	\$6,137.32	\$0.00	\$9,782.97	\$10,439.96	\$3,652.00	\$6,787.96
834 HS STUDENT COUNCIL/NEAL	\$2,121.64	\$1,778.00	\$0.00	\$1,528.18	\$2,371.46	\$520.00	\$1,851.46
836 HS HONOR SOCIETY/MOSES	\$728.21	\$50.00	\$0.00	\$0.00	\$778.21	\$0.00	\$778.21
838 MU ALPHA THETA/STANDLEY	\$1,551.88	\$0.00	\$0.00	\$84.00	\$1,467.88	\$0.00	\$1,467.88
840 CHOIR/JOHNSON	\$3,142.64	\$696.30	\$0.00	\$440.00	\$3,398.94	\$1,097.13	\$2,301.81
842 HS CHEER/NEAL	\$11,936.81	\$5,658.50	\$0.00	\$193.00	\$17,402.31	\$8,000.00	\$9,402.31
844 SPANISH/B. BOWMAN	\$232.08	\$0.00	\$0.00	\$0.00	\$232.08	\$0.00	\$232.08
846 YEARBOOK/ROWLEN	\$10,347.68	\$889.30	\$0.00	\$383.95	\$10,853.03	\$1,280.00	\$9,573.03
848 PLANET EARTH/SCIENCE CLUB/DOOLING	\$91.33	\$0.00	\$0.00	\$0.00	\$91.33	\$0.00	\$91.33
850 HS LIBRARY/	\$2,352.99	\$222.70	\$0.00	\$0.00	\$2,575.69	\$0.00	\$2,575.69
852 HS DRAMA/JOHNSON	\$566.47	\$0.00	\$0.00	\$0.00	\$566.47	\$85.00	\$481.47
854 KEY CLUB/DORRELL	\$2,562.04	\$0.00	\$0.00	\$177.92	\$2,384.12	\$0.00	\$2,384.12
858 HS ACADEMIC CLUB/A GIERHART	\$2,177.03	\$0.00	\$0.00	\$127.97	\$2,049.06	\$0.00	\$2,049.06
860 GSA/RUST	\$867.69	\$0.00	\$0.00	\$0.00	\$867.69	\$0.00	\$867.69
862 CLASS OF 2025/NORMAN, FIELDER	\$2,097.48	\$1,710.00	\$0.00	\$100.00	\$3,707.48	\$1,624.00	\$2,083.48
864 CLASS OF 2026/NEAL, BENNINGTON	\$2,437.72	\$1,500.00	\$0.00	\$1,100.00	\$2,837.72	\$1,350.00	\$1,487.72
866 CLASS OF 2027/DORRELL, GRANTHAM	\$335.00	\$260.00	\$0.00	\$0.00	\$595.00	\$0.00	\$595.00
868 SPECIAL EDUCATION/HOPKINS	\$2,495.15	\$0.00	\$0.00	\$0.00	\$2,495.15	\$2,389.60	\$105.55
870 CLASS OF 2028/HARRIS, MILIANIC	\$180.00	\$0.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00
872 CLASS OF 2023/WATKINS	\$259.63	\$0.00	\$0.00	\$0.00	\$259.63	\$0.00	\$259.63
876 GENERAL/SUPERINTENDENTS	\$23.49	\$0.00	\$0.00	\$0.00	\$23.49	\$0.00	\$23.49
884 MS GENERAL/ELERICK	\$398.13	\$0.00	\$0.00	\$32.47	\$365.66	\$180.00	\$185.66
886 MS LIBRARY/CARNEY	\$4,911.07	\$0.00	\$0.00	\$2,407.67	\$2,503.40	\$200.00	\$2,303.40
888 MS TECHNOLOGY/ELERICK	\$10,685.72	\$85.00	\$0.00	\$344.90	\$10,425.82	\$600.00	\$9,825.82
890 MS ARCHERY CLUB/ROHLER	\$313.42	\$0.00	\$0.00	\$0.00	\$313.42	\$250.00	\$63.42
892 MS BOOK CLUB/WEAR & CARNEY	\$517.23	\$0.00	\$0.00	\$0.00	\$517.23	\$0.00	\$517.23
894 MS VENDING/ELERICK	\$8,844.70	\$2,952.50	\$0.00	\$2,520.20	\$9,277.00	\$4,730.00	\$4,547.00
896 MS SUNSHINE FUND/ELERICK	\$502.57	\$0.00	\$0.00	\$0.00	\$502.57	\$0.00	\$502.57
898 MS STUDENT COUNCIL/ELERICK, MCCULLOUGH & TOWLER	\$1,210.79	\$913.00	\$0.00	\$148.26	\$1,975.53	\$660.00	\$1,315.53
900 MS SCIENCE/STEM CLUB/WINSETT	\$2,569.68	\$0.00	\$0.00	\$59.08	\$2,510.60	\$0.00	\$2,510.60
902 MS HONOR SOCIETY/CHANDLER, WALKER	\$2,408.51	\$475.00	\$0.00	\$189.36	\$2,694.15	\$0.00	\$2,694.15
904 MS FCA/KNIGHT	\$111.70	\$0.00	\$0.00	\$0.00	\$111.70	\$0.00	\$111.70
906 MS CHEER/MARLER	\$1,275.96	\$0.00	\$0.00	\$0.00	\$1,275.96	\$50.00	\$1,225.96
912 MS BUILDERS CLUB/SALAZAR & ELERICK	\$217.15	\$0.00	\$0.00	\$0.00	\$217.15	\$100.00	\$117.15
916 CHILD NUTRITION/YESENIA	\$6,675.06	\$14,595.04	\$0.00	\$0.00	\$21,270.10	\$0.00	\$21,270.10
920 ELEMENTARY SCHOOL/GUTHERY	\$36,729.21	\$2,266.00	\$0.00	\$14,202.09	\$24,793.12	\$19,390.75	\$5,402.37
922 ELEMENTARY LIBRARY/DEARDORFF	\$10,067.41	\$0.00	\$0.00	\$0.00	\$10,067.41	\$0.00	\$10,067.41
924 GIFTED & TALENTED/CARMICHAEL	\$43.62	\$0.00	\$0.00	\$0.00	\$43.62	\$0.00	\$43.62
926 ELEMENTARY PLAYGROUND/BLANKENSHIP	\$17.00	\$0.00	\$0.00	\$0.00	\$17.00	\$0.00	\$17.00
928 LEADER IN ME/GUTHERY	\$1,459.57	\$0.00	\$0.00	\$84.28	\$1,375.29	\$105.79	\$1,269.50
<b>Total</b>	<b>\$244,477.92</b>	<b>\$41,815.66</b>	<b>\$0.00</b>	<b>\$66,403.19</b>	<b>\$219,890.39</b>	<b>\$53,403.28</b>	<b>\$166,487.11</b>

# JONES PUBLIC SCHOOLS

## Treasurer's Report

### Balance Sheet

**Options:** Fiscal Years: 2024, 2025, Funds: 11-41, As Of Date: 4/30/2025

Assets				
Cash				
11	2024	GENERAL FUND		\$13,324.69
11	2025	GENERAL FUND		\$3,158,779.10
			Fund 11 Total	\$3,172,103.79
21	2024	BUILDING FUND		\$4,457.36
21	2025	BUILDING FUND		\$567,827.55
			Fund 21 Total	\$572,284.91
22	2024	CN PROGRAMS FUND		\$358.00
22	2025	CN PROGRAMS FUND		\$191,187.34
			Fund 22 Total	\$191,545.34
38	2025	BUILDING BOND FUND		\$1,600,888.90
			Fund 38 Total	\$1,600,888.90
41	2025	SINKING FUND		\$2,159,073.48
			Fund 41 Total	\$2,159,073.48
			Cash Total	\$7,695,896.42

### Monthly Revenue Summary

July 1, 2024 – April 30, 2025

	Receipts	Transfers	Balance
<b>General Fund</b>			
FY24		(\$2,073,103.59)	
FY25-Jul	\$266,708.26	\$2,073,103.59	
FY25-Aug	\$757,311.88		
FY25-Sep	\$557,728.51		
FY25-Oct	\$558,290.72		
FY25-Nov	\$541,226.79		
FY25-Dec	\$914,136.09		
FY25- Jan	\$2,514,099.68		
FY25-Feb	\$597,154.65		
FY25- Mar	\$694,584.36		
FY25-Apr	\$807,130.16		\$10,281,474.69
<b>Building Fund</b>			
FY24		(\$469,104.17)	
FY25-Jul	\$2,062.70	\$469,104.17	
FY25-Aug	\$1,837.03		
FY25-Sep	\$2,266.39		
FY25-Oct	\$37,343.67		
FY25-Nov	\$1,167.67		
FY25-Dec	\$49,207.88		
FY25-Jan	\$214,809.55		
FY25-Feb	\$151,800.64		
FY25-Mar	\$14,948.95		
FY25-Apr	\$30,895.80		\$975,444.45

# JONES PUBLIC SCHOOLS

---

	Receipts	Transfers	Balance
<b>Child Nutrition Fund</b>			
FY24		(\$209,645.46)	
FY25-Jul	\$36.48	\$209,645.46	
FY25-Aug			
FY25-Sep			
FY25-Oct	\$23,003.20		
FY25-Nov	\$79,559.09		
FY25-Dec	\$28,877.88		
FY25-Jan	\$29,754.46		
FY25-Feb	\$30,782.62		
FY25-Mar	\$96,594.57		
FY25-Apr	\$29,566.34		\$527,820.10
<b>Sinking Fund</b>			
FY24		(\$1,922,297.55)	
FY25-Jul	\$12,305.77	\$1,922,297.55	
FY25-Aug	\$11,175.75		
FY25-Sep	\$13,584.31		
FY25-Oct	\$11,724.79		
FY25-Nov	\$6,924.76		
FY25-Dec	\$325,531.19		
FY25-Jan	\$1,413,206.47		
FY25-Feb	\$26,928.67		
FY25-Mar	\$98,058.29		
FY25-Apr	\$202,940.93		\$4,044,678.48
<b>Bond Fund 38</b>			
FY24		(\$1,593,136.49)	
FY25-Jul		\$1,593,136.49	
FY25-Aug			
FY25-Sep			
FY25-Oct	\$31,200.00		
FY25-Nov			
FY25-Dec	\$1,528,800.00		
FY25-Jan			
FY25-Feb			
FY25-Mar			
FY25-Apr			\$3,153,136.49
<b>Revenue Report Total:</b>			<b>\$18,982,554.21</b>

# JONES PUBLIC SCHOOLS

## Treasurer's Activity

April 1 - 30, 2025

ASSETS	Beginning Balance	Deposits	Net Transfers	Disbursements	Ending Balance
Checking	\$ 100,000.00	\$ 1,049,628.48	\$ 297,710.71	\$ 1,347,339.19	\$ 100,000.00
Sweep Account	\$ 7,294,236.42	\$ 600,910.57	\$ -	\$ 299,250.57	\$ 7,595,896.42
<b>Total Assets:</b>	<b>\$ 7,394,236.42</b>	<b>\$ 1,650,539.05</b>	<b>\$ 297,710.71</b>	<b>\$ 1,646,589.76</b>	<b>\$ 7,695,896.42</b>

FUND SUMMARY	Beginning Balance	Deposits	Net Transfers	Disbursements	Ending Balance
GENERAL FUND					
FY25	\$ 3,042,209.28	\$ 807,130.16	\$ -	\$ 690,560.34	\$ 3,158,779.10
FY24	\$ 13,324.69	\$ -	\$ -	\$ -	\$ 13,324.69
<b>Total GF:</b>					<b>\$ 3,172,103.79</b>

BUILDING FUND					
FY25	\$ 571,814.93	\$ 30,895.80	\$ -	\$ 34,883.18	\$ 567,827.55
FY24	\$ 4,457.36	\$ -	\$ -	\$ -	\$ 4,457.36
<b>Total BF:</b>					<b>\$ 572,284.91</b>

CHILD NUTRITION FUND					
FY25	\$ 205,050.71	\$ 29,566.34	\$ -	\$ 43,429.71	\$ 191,187.34
FY24	\$ 358.00	\$ -	\$ -	\$ -	\$ 358.00
<b>Total CN:</b>					<b>\$ 191,545.34</b>

BOND FUND (38)					
FY25	\$ 1,600,888.90	\$ -	\$ -	\$ -	\$ 1,600,888.90
FY24	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Fund 38:</b>					<b>\$ 1,600,888.90</b>

SINKING FUND (41)					
FY25	\$ 1,956,132.55	\$ 202,940.93	\$ -	\$ -	\$ 2,159,073.48
FY24	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Sinking Fund:</b>					<b>\$ 2,159,073.48</b>

<b>Total Fund Summary:</b>	<b>\$ 7,394,236.42</b>	<b>\$ 1,070,533.23</b>	<b>\$ -</b>	<b>\$ 768,873.23</b>	<b>\$ 7,695,896.42</b>
----------------------------	------------------------	------------------------	-------------	----------------------	------------------------

**Budget Analysis**

**Options:** Year: 2024-2025, Date Range: 7/1/2024 - 6/30/2025, Print Detail: False

Classification	Appropriation	Encumbered	Paid	Encumbered Balance	Unencumbered Balance	% Enc Budget
2024-2025						
Fund - 11 GENERAL FUND						
000 NONCATEGORICAL FUNDS	8,475,047.63	8,447,796.71	5,548,295.85	2,899,500.86	27,250.92	99.68%
006 OPERATIONS	50,000.00	44,611.95	41,621.20	2,990.75	5,388.05	89.22%
007 TRANSPORTATION	175,000.00	159,478.54	134,926.60	24,551.94	15,521.46	91.13%
008 ATHLETICS	18,000.00	14,472.38	14,472.38	0.00	3,527.62	80.40%
009 TECHNOLOGY	100,000.00	96,279.82	82,259.92	14,019.90	3,720.18	96.28%
010 UTILITIES	420,000.00	322,901.34	268,175.94	54,725.40	97,098.66	76.88%
012 OKOHS SECURITY GRANT	16,719.55	16,719.55	16,719.55	0.00	0.00	100.00%
112 SPECIAL ED	128,000.00	121,795.29	97,857.62	23,937.67	6,204.71	95.15%
311 OKLAHOMA PAID STUDENT TEACHER STIPENDS	1,749.00	1,749.00	1,749.00	0.00	0.00	100.00%
312 NATL BOARD CERTIFIED BONUS	5,000.00	5,000.00	5,000.00	0.00	0.00	100.00%
331 FLEX BENEFITS CERT	12,509.45	14,081.42	10,735.34	3,346.08	-1,571.97	112.57%
332 SUPPORT ED FLEX BENEFIT	51,352.87	55,389.48	42,300.87	13,088.61	-4,036.61	107.86%
333 STATE TEXTBOOKS	75,536.34	146,545.52	21,936.77	124,608.75	-71,009.18	194.01%
334 CER MED PD BY STATE	496,720.74	509,227.86	382,674.86	126,553.00	-12,507.12	102.52%
335 SUPPORT MED PD BY STATE	150,789.83	157,833.14	122,483.14	35,350.00	-7,043.31	104.67%
367 READING SUFFICIENCY	23,357.03	16,601.01	16,601.01	0.00	6,756.02	71.08%
376 SCHOOL RESOURCE OFFICER PROGRAM	138,595.17	85,292.10	77,194.89	8,097.21	53,303.07	61.54%
389 PUBLIC SCHOOL CLASSROOM SUPPORT GRANT	2,578.00	2,578.00	2,578.00	0.00	0.00	100.00%
411 COMPH SECONDARY PROG.	10,520.00	10,520.00	9,976.84	543.16	0.00	100.00%
412 VOCATIONAL PROGRAMS ASST GRANT	13,000.00	12,334.10	11,264.04	1,070.06	665.90	94.88%
511 BASIC PROG, CY	247,867.37	244,193.16	162,784.38	81,408.78	3,674.21	98.52%
615 SPECIAL EDUCATION PROFESSIONAL DEVELOPMENT	1,450.15	0.00	0.00	0.00	1,450.15	0.00%
621 FLOW THRU CURRENT YR	244,492.17	210,444.24	146,874.75	63,569.49	34,047.93	86.07%
641 PRESCHOOL 3-5 IDEA PART B	7,373.60	3,723.00	3,723.00	0.00	3,650.60	50.49%
726 ESSER - LETRS	646.00	646.00	646.00	0.00	0.00	100.00%
<b>Total Fund - 11 GENERAL FUND</b>	<b>\$10,866,304.90</b>	<b>\$10,700,213.61</b>	<b>\$7,222,851.95</b>	<b>\$3,477,361.66</b>	<b>\$166,091.29</b>	<b>98.47 %</b>
<b>Total 2024-2025</b>	<b>\$10,866,304.90</b>	<b>\$10,700,213.61</b>	<b>\$7,222,851.95</b>	<b>\$3,477,361.66</b>	<b>\$166,091.29</b>	<b>98.47 %</b>
<b>Report Total</b>	<b>\$10,866,304.90</b>	<b>\$10,700,213.61</b>	<b>\$7,222,851.95</b>	<b>\$3,477,361.66</b>	<b>\$166,091.29</b>	<b>98.47 %</b>

# General Fund Encumbrance Comparison

FY 25	Acct Payable	Change Order	AP Total	Payroll	Pay Change	Payroll Total	Monthly Total
July	\$ 1,265,560.71	\$ -	\$ 1,265,560.71	\$ 1,398,621.91	\$ -	\$ 1,398,621.91	\$ 2,664,182.62
August	\$ 180,376.75	\$ 498.00	\$ 180,874.75	\$ 5,612,605.09	\$ 11,469.07	\$ 5,624,074.16	\$ 5,804,948.91
Sept.	\$ 8,345.36	\$ (78,517.43)	\$ (70,172.07)	\$ -	\$ 9,563.59	\$ 9,563.59	\$ (60,608.48)
Oct.	\$ 30,837.72	\$ 4,464.76	\$ 35,302.48	\$ 28,965.63	\$ 414,318.05	\$ 443,283.68	\$ 478,586.16
Nov.	\$ 8,637.42	\$ 9,572.39	\$ 18,209.81	\$ 1,816.60	\$ 38,900.12	\$ 40,716.72	\$ 58,926.53
Dec.	\$ 6,004.92	\$ 53,651.42	\$ 59,656.34	\$ 53,356.85	\$ (22,529.22)	\$ 30,827.63	\$ 90,483.97
Jan.	\$ 6,887.58	\$ 30,613.30	\$ 37,500.88	\$ 60,422.47	\$ 35,787.66	\$ 96,210.13	\$ 133,711.01
Feb.	\$ 6,656.70	\$ 11,828.05	\$ 18,484.75	\$ -	\$ (20,760.95)	\$ (20,760.95)	\$ (2,276.20)
March	\$ 13,331.13	\$ 32,616.26	\$ 45,947.39	\$ 2,013.06	\$ (60,391.72)	\$ (58,378.66)	\$ (12,431.27)
April	\$ 1,469,844.37	\$ 31,066.00	\$ 1,500,910.37	\$ -	\$ 15,713.42	\$ 15,713.42	\$ 1,516,623.79
May	\$ 10,154.98	\$ (1,139.18)	\$ 9,015.80	\$ 3,121.85	\$ 15,928.92	\$ 19,050.77	\$ 28,066.57
June			\$ -			\$ -	\$ -
June-Closeout			\$ -			\$ -	\$ -
<b>Total</b>	<b>\$ 3,006,637.64</b>	<b>\$ 94,653.57</b>	<b>\$ 3,101,291.21</b>	<b>\$ 7,160,923.46</b>	<b>\$ 437,998.94</b>	<b>\$ 7,598,922.40</b>	<b>\$ 10,700,213.61</b>

FY 24	Acct Payable	Change Order	AP Total	Payroll	Pay Change	Payroll Total	Monthly Total
July	\$ 1,021,476.94	\$ -	\$ 1,021,476.94	\$ 1,352,880.90	\$ -	\$ 1,352,880.90	\$ 2,374,357.84
August	\$ 125,555.04	\$ 14,540.27	\$ 140,095.31	\$ 5,682,221.11	\$ 57,060.06	\$ 5,739,281.17	\$ 5,879,376.48
Sept.	\$ 49,494.36	\$ (1,053.12)	\$ 48,441.24	\$ 265,813.92	\$ 143,773.78	\$ 409,587.70	\$ 458,028.94
Oct.	\$ 9,820.04	\$ 11,454.67	\$ 21,274.71	\$ 5,452.50	\$ 14,280.84	\$ 19,733.34	\$ 41,008.05
Nov.	\$ 28,839.94	\$ 101,245.44	\$ 130,085.38	\$ 34.99	\$ 13,361.72	\$ 13,396.71	\$ 143,482.09
Dec.	\$ 19,514.36	\$ 17,402.30	\$ 36,916.66	\$ 3,859.26	\$ 19,036.47	\$ 22,895.73	\$ 59,812.39
Jan.	\$ 3,898.71	\$ 31,066.91	\$ 34,965.62	\$ -	\$ 19,298.66	\$ 19,298.66	\$ 54,264.28
Feb.	\$ 6,662.27	\$ 18,141.52	\$ 24,803.79	\$ -	\$ 29,912.82	\$ 29,912.82	\$ 54,716.61
March	\$ 2,441.03	\$ 26,218.47	\$ 28,659.50	\$ 8,873.91	\$ (22,805.38)	\$ (13,931.47)	\$ 14,728.03
April	\$ 15,848.60	\$ 9,546.32	\$ 25,394.92	\$ 4,586.88	\$ 23,020.41	\$ 27,607.29	\$ 53,002.21
May	\$ 26,089.91	\$ 4,193.21	\$ 30,283.12	\$ -	\$ (1,734.77)	\$ (1,734.77)	\$ 28,548.35
June		\$ -	\$ -		\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 1,309,641.20</b>	<b>\$ 232,755.99</b>	<b>\$ 1,542,397.19</b>	<b>\$ 7,323,723.47</b>	<b>\$ 295,204.61</b>	<b>\$ 7,618,928.08</b>	<b>\$ 9,161,325.27</b>

## Building Fund Encumbrance Comparison

FY 25	Acct Payable	Change Order	AP Total	Payroll	Pay Change	Payroll Total	Monthly Total
July	\$ 301,134.36	\$ -	\$ 301,134.36	\$ -	\$ -	\$ -	\$ 301,134.36
August	\$ 30,340.00	\$ 2,250.22	\$ 32,590.22	\$ -	\$ -	\$ -	\$ 32,590.22
Sept.	\$ 8,564.00	\$ 485.99	\$ 9,049.99	\$ -	\$ -	\$ -	\$ 9,049.99
Oct.	\$ 3,666.25	\$ (12.75)	\$ 3,653.50	\$ -	\$ -	\$ -	\$ 3,653.50
Nov.	\$ 34,086.00	\$ 1,000.00	\$ 35,086.00	\$ -	\$ -	\$ -	\$ 35,086.00
Dec.	\$ 300.00	\$ (6.00)	\$ 294.00	\$ -	\$ -	\$ -	\$ 294.00
Jan.	\$ 24,779.92	\$ 20,500.00	\$ 45,279.92	\$ -	\$ -	\$ -	\$ 45,279.92
Feb.	\$ 1,561.45	\$ 4,125.00	\$ 5,686.45	\$ -	\$ -	\$ -	\$ 5,686.45
March	\$ 55,000.00	\$ 11,000.00	\$ 66,000.00	\$ -	\$ -	\$ -	\$ 66,000.00
April	\$ -	\$ 8,404.35	\$ 8,404.35	\$ -	\$ -	\$ -	\$ 8,404.35
May	\$ 4,594.07	\$ 14,225.00	\$ 18,819.07	\$ -	\$ -	\$ -	\$ 18,819.07
June			\$ -	\$ -	\$ -	\$ -	\$ -
June Closeout			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 464,026.05</b>	<b>\$ 61,971.81</b>	<b>\$ 525,997.86</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 525,997.86</b>

FY 24	Acct Payable	Change Order	AP Total	Payroll	Pay Change	Payroll Total	Monthly Total
July	\$ 78,331.35	\$ -	\$ 78,331.35	\$ -	\$ -	\$ -	\$ 78,331.35
August	\$ 36,660.00	\$ 2,000.00	\$ 38,660.00	\$ -	\$ -	\$ -	\$ 38,660.00
Sept.	\$ 77,336.20	\$ 422.10	\$ 77,758.30	\$ -	\$ -	\$ -	\$ 77,758.30
Oct.	\$ 11,500.00	\$ 457.41	\$ 11,957.41	\$ -	\$ -	\$ -	\$ 11,957.41
Nov.	\$ 12,015.00	\$ 5,118.00	\$ 17,133.00	\$ -	\$ -	\$ -	\$ 17,133.00
Dec.	\$ 3,500.00	\$ -	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,500.00
Jan.	\$ 9,000.00	\$ -	\$ 9,000.00	\$ -	\$ -	\$ -	\$ 9,000.00
Feb.	\$ 677.29	\$ 1,128.00	\$ 1,805.29	\$ -	\$ -	\$ -	\$ 1,805.29
March	\$ 61,297.25	\$ 1,118.00	\$ 62,415.25	\$ -	\$ -	\$ -	\$ 62,415.25
April	\$ 5,155.25	\$ 137.90	\$ 5,293.15	\$ -	\$ -	\$ -	\$ 5,293.15
May	\$ 5,812.00	\$ 1,500.00	\$ 7,312.00	\$ -	\$ -	\$ -	\$ 7,312.00
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 301,284.34</b>	<b>\$ 11,881.41</b>	<b>\$ 313,165.75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 313,165.75</b>

## Child Nutrition Fund Encumbrance Comparison

FY 25	Acct Payable	Change Order	AP Total	Payroll	Pay Change	Payroll Total	Monthly Total
July	\$ 388,700.00	\$ -	\$ 388,700.00	\$ -	\$ -	\$ -	\$ 388,700.00
August	\$ 175.00	\$ -	\$ 175.00	\$ -	\$ -	\$ -	\$ 175.00
Sept.	\$ 1,855.00	\$ -	\$ 1,855.00	\$ -	\$ -	\$ -	\$ 1,855.00
Oct.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nov.	\$ 1,242.62	\$ -	\$ 1,242.62	\$ -	\$ -	\$ -	\$ 1,242.62
Dec.	\$ 1,725.00	\$ -	\$ 1,725.00	\$ -	\$ -	\$ -	\$ 1,725.00
Jan.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Feb.	\$ -	\$ 243.00	\$ 243.00	\$ -	\$ -	\$ -	\$ 243.00
March	\$ -	\$ 3,257.00	\$ 3,257.00	\$ -	\$ -	\$ -	\$ 3,257.00
April	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00
May	\$ 1,354.10	\$ 500.00	\$ 1,854.10	\$ -	\$ -	\$ -	\$ 1,854.10
June			\$ -	\$ -	\$ -	\$ -	\$ -
June Closeout			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 395,051.72</b>	<b>\$ 6,000.00</b>	<b>\$ 401,051.72</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 401,051.72</b>

FY 24	Acct Payable	Change Order	AP Total	Payroll	Pay Change	Payroll Total	Monthly Total
July	\$ 386,025.00	\$ -	\$ 386,025.00	\$ -	\$ -	\$ -	\$ 386,025.00
August	\$ 2,175.00	\$ -	\$ 2,175.00	\$ -	\$ -	\$ -	\$ 2,175.00
Sept.	\$ -	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00
Oct.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nov.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dec.	\$ 368.30	\$ -	\$ 368.30	\$ -	\$ -	\$ -	\$ 368.30
Jan.	\$ -	\$ (3.77)	\$ (3.77)	\$ -	\$ -	\$ -	\$ (3.77)
Feb.	\$ -	\$ 1,249.00	\$ 1,249.00	\$ -	\$ -	\$ -	\$ 1,249.00
March	\$ 1,290.77	\$ 358.00	\$ 1,648.77	\$ -	\$ -	\$ -	\$ 1,648.77
April	\$ -	\$ 1,155.00	\$ 1,155.00	\$ -	\$ -	\$ -	\$ 1,155.00
May	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
June		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 389,859.07</b>	<b>\$ 4,258.23</b>	<b>\$ 394,117.30</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 394,117.30</b>



Heartland School Solutions  
 765 Jefferson Road Suite #400  
 Rochester, NY 14623  
 Phone:  
 Email: joy.knutsonczarnik@e-hps.com

Account: Jones Public Schools  
 HSS ID: 5663707-232282  
 Date: 5/5/2025  
 Contact: Sanja Cook  
 Sales Rep: Joy Knutson Czarnik  
 Quote: Q-22328

**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
HSS1426	PSV: MySchoolBucks Training/Onboard Fee	1	\$ 1,499.00	\$ 1,499.00
Professional Services Total				\$1,499.00
<b>Total:</b>				<b>\$1,499.00</b>
<b>Grand Total:</b>				<b>\$1,499.00</b>

**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**

## Agreement for Speech Services

This agreement is made as of this 1st day of August 2025, by and between Jones Public Schools of Jones, Oklahoma and Holly Richison, Certified Speech Pathologist, wherein the Speech Pathologist shall provide speech services to Jones Public Schools.

**Term:** This term of employment contract shall be for the period of August 1<sup>st</sup>, 2025, until the last day of the school calendar in May 2026. It is specifically agreed by the parties that the said agreement may be terminated by either party thirty (30) days after delivery of written notice on intent to terminate.

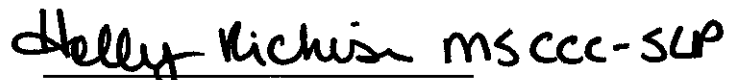
**Compensation and hours:** The Speech Pathologist is certified by the state of Oklahoma and nationally certified through American Speech-Language-Hearing Association (ASHA) and agrees to the salary of \$65,303.00.00 plus Oklahoma State approved education raises when applicable. Jones Public Schools agrees to pay Holly Richison 15% retirement of the total salary (\$9795.00) each year. The speech pathologist shall work Monday through Thursday for seven (7) hours each day. Compensation shall be paid monthly with a W-2 to Holly Richison by Jones Public Schools. In addition, the Speech Pathologist will receive eight (8) sick leave days and personal days equal to all other faculty.

**Responsibilities:** The Speech Pathologist agrees to carry out the following duties:

1. The pathologist agrees to be covered by adequate insurance and maintain current licensure within the state of Oklahoma.
2. The pathologist agrees to observe all rules and regulations outlined by the Oklahoma Board of Education as well as Jones Public Schools.

### Jones Public Schools will provide to the Pathologist:

1. Sufficient amount of staff to carry out plans and goals established by the Pathologists.
2. Necessary equipment and supplies, as needed, to carry out treatment and evaluation procedures.



Holly Richison  
M.S. CCC-SLP

\_\_\_\_\_  
Amy Hopkins  
Director of Special Education Services

\_\_\_\_\_  
Shawn Blankenship  
Superintendent Jones Public Schools

## **COMPREHENSIVE EMPLOYMENT SERVICE AGREEMENT**

This Service Agreement is made this \_\_\_ day of \_\_\_\_\_, 2025, by and between Jones 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 2025-2026 school year and agrees to pay OSSBA an administrative fee in the amount equal to \$7.00 per employee.

**Payment:** During the term of this Service Agreement, not more than once each month, ***an amount will be deducted from the School's OSSBA Employment Services Program Account*** until the total annual administrative fee is paid in full. OSSBA records indicate 151 school employees, for a total annual administrative fee of \$1,057.00.

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 prudent management of School funds deposited in the School's OSSBA Employment Services Program Account;
- 5) Providing up-to-date Legislative and Administrative Law Updates to keep the School informed of changes that affect unemployment claims and costs; and
- 6) 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.

**Additional Deposits:** In the event that a payment or deduction from the School's OSSBA Employment Services Program Account would deplete the Account to an amount less than zero (0), the School will be required to make an additional deposit to replenish the Account prior to OSSBA making any payment to the OESC.

**Withdrawal of Funds from OSSBA Employment Services Program Account:** Upon signing an initial Service Agreement, the School will make an initial deposit in order to establish an OSSBA Employment Services Program Account through which the OSSBA will pay any necessary unemployment claim payments and any other necessary payments to the OESC on the School's behalf. The funds in the Account shall at all times remain School funds. Because the funds in the School's OSSBA Employment Services Program Account remain School funds, the School may withdraw any or all funds from the Account upon providing written notice to the OSSBA.

**Term of Agreement:** This Service Agreement will be effective for the 2025-2026 fiscal year which ends on June 30, 2026. 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

\_\_\_\_\_  
School Board President or Designee  
Jones Public Schools 255

04/17/2025

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**Professional E-Rate Management Services – Fee Schedule  
Jones Indep School District I9, Jones, Oklahoma**

**Re: E-Rate Consulting Services – Multi Year Renewal Option  
E-Rate FY 2026-27**

This letter is to confirm that **Jones Indep School District I9** will exercise the renewal option as stated in the Master Services Agreement. Execution of the annual fee schedule shall be considered mutual ratification”.

**3<sup>rd</sup> Renewal, FUNDING YEAR: 2026-2027**

Fees for requests for funding In the Category Two ("C2") categories of service shall be the greater of the Base Filing Fee OR a percentage of the total funding commitment amount issued by the Universal Service Administrative Company ("USAC") on each of the applicant's FY2026 Funding Commitment Decision Letter(s). The Base Filing Fee for C2 services is due in full at the time the application is filed. The amount due in excess of the Base Filing Fee is contingent upon funding and shall be due and payable upon issuance by USAC of the Funding Commitment Decision Letter related to FY2026 C2 Services.

**FEES FOR E-RATE FUNDING YEAR 2026 (07/01/2026-06/30/2027)**

Category of Service	Description	Amount	Billing Date
<b>Category 1 (C1)</b> Telecommunications & Broadband Services	Pre and Post Funding for C1 Services	<b>\$2,922.43</b>	January 2026
	Self-Provisioned projects	3% of funding commitment amount	Due upon funding
<b>Category 2 (C2)</b> Internal Broadband Connections, MIBS & Maintenance	Base Filing Fee for C2 Services	<b>\$850.00</b>	March 2026
	Pre and Post Funding for C2 Services	3.50% of funding commitment amount less base filing fee.	Due upon funding

**FEES FOR OUSF COMPLIANCE SERVICES FOR THE PERIOD JULY 1, 2025 – JUNE 30, 2026**

OUSF Document and Compliance Services. Includes preparation and submission of applicant affidavit(s) and assistance with document requests.	<b>Check YES to request</b>  ✓ <u>      </u> YES  <u>      </u> NO
<b>Annual cost \$875.00– billed January 2026</b> OUSF consulting fee includes up to 12 hours consulting time directly related to OUSF. Additional hours will be billed at \$175/hour	

**Payment terms are net 30 days**, unless otherwise noted. Kellogg & Sovereign may charge interest on amounts which are overdue for more than 30 days, with interest to be calculated up to 12% or as

applicable by law. If bills are not paid on a timely basis, Kellogg & Sovereign has the right to cease work and communicate it to the applicant. If collection efforts are required, Kellogg & Sovereign Consulting shall be entitled to recover all costs and fees, including reasonable attorneys' and collection agencies' fees and other charges incurred in connection with such collection efforts. **Payments should be remitted to Sigma Technology Fund LLC dba Kellogg & Sovereign Consulting, P.O. Box 222113, Dallas, TX 75222-2113.**

**Fees for additional Form 470 filings.** After K&S has filed the FCC Form 470 and RFP for the Applicant for FY2023, the applicant may choose to request additional services or make cardinal changes to the services requested. K&S fees are as follows:

- (a) Additional Form 470 requested more than 45 days prior to closing the filing window: \$750
- (b) Additional Form 470 requested less than 45 days prior to closing the filing window: \$1,500

**Credit card processing fees.** If this is the Client's selected payment method, any credit card processing fees will be added to the next invoice.

**Out of pocket expenses.** In addition to the E-Rate fees defined in this fee schedule, Client shall reimburse K&S for any all reasonable and necessary out-of-pocket costs and expenses (including without limitation legal consultations, postage and other delivery costs and similar expenses) incurred by K&S. Client must be formally informed in advance and must agree in writing with the expenses or costs before it is incurred.

**Documentation.** K&S will provide E-Rate Documentation on the applicant's Kellogg & Sovereign E-Rate SharePoint folder for online access. E-Rate applicants also have access to their E-Rate documentation on the USAC E-Rate Productivity Center (EPC).

**Remittances.** Payments should be remitted to Sigma Technology Fund, LLC dba Kellogg & Sovereign Consulting P.O. Box 222113 Dallas, Texas 75222-2113

If fees or expenses are not paid within 90 days, K&S may elect to terminate the contractual agreement in whole or in part as detailed in the MSA.

Should we encounter any unforeseen problems which will warrant additional time or expense, you will be notified of the situation and of any added cost, and you will have the opportunity to agree to any additional expenses in advance. Our charges for other services will be agreed to separately.

Kellogg & Sovereign® Consulting is not a law firm, and we are not authorized to practice law. Any matters which require an attorney shall be contracted separately with appropriate legal counsel.

## **Termination**

Either party may, upon 30 days written notice to the other party, terminate this contract in whole or in part for convenience. All fees incurred prior to receipt of the termination notice will be due and payable immediately upon termination. K&S will be released from responsibility for the completion of any remaining services listed in this agreement immediately upon receipt of the termination notice.

## **Liability**

K&S will make every reasonable effort to avoid any errors or omissions in the services or advice that we provide to our clients. However, the rules, regulations, and guidelines for the universal service discount mechanism (E-Rate) are voluminous, ambiguous and constantly changing. Our liability for any errors or omissions will be limited to a full refund of the fees paid and will not include liability for any consequential damages. Any claim for damages will expire within two years of when the final billing is mailed/mailed to you. Our liability is also limited to you and any recommendations provided to you may not be used or relied upon by any other parties. Disputes with the Universal Service Administrative Company (USAC) regarding the interpretation of the rules will not constitute an error or omission if you have been advised of the difference in opinion.

### Disclaimer

**Due to uncertainties inherent in SLD/USAC’s funding process, Kellogg & Sovereign® Consulting does not warrant or guarantee E-Rate funding will be received as a result of this contractual agreement.**

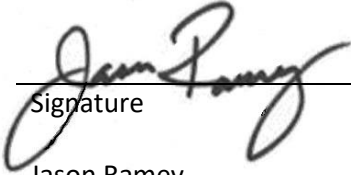
We believe the foregoing correctly sets forth our understanding, but if you have any questions, please let us know. If you find the arrangements acceptable, please acknowledge your agreement to the understanding by signing and returning to us the copy enclosed.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates shown below.

FOR:  
**Jones Indep School District I9**  
9200 N. Hiwassee  
Jones, OK 73049

FOR:  
**Kellogg & Sovereign Consulting**  
3010 LBJ Freeway, Suite 1200, No. 450  
Dallas, TX 75234

\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Jason Ramey  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

CEO  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

April 15, 2025  
\_\_\_\_\_  
Date

# **E-RATE LETTER OF AGENCY**

---

**APPLICANT: Jones Indep School District I9 (139781)**

**Funding Years Authorized: 2025-26, 2026-27, 2027-28, 2028-29, 2029-30**

("Applicant") hereby authorizes Kellogg & Sovereign® Consulting, Consultant Registration Number 16024809, or its designated agents or employees ("K&S") to act on our behalf during the term of this authorization.

Although not exclusive, K&S is specifically authorized to conduct the following actions on behalf of the Applicant:

- ♦ Prepare and submit Federal Communications Commission ("FCC") Forms 470, 471, 486, 500, 472 and other forms requested by the Schools and Libraries Division ("SLD") of the Universal Service Administrative Company ("USAC")
- ♦ Prepare and submit documentation to USAC or the FCC in compliance with E-Rate program rules and regulations.
- ♦ Act as our agent in working with representatives of the FCC or USAC, as well as OCC, to provide information as requested during application review, selective reviews, site visits, audits and any other activity associated with review of our applications.
- ♦ Prepare Requests for Proposal ("RFPs") to be posted online.
- ♦ Provide information to service providers as needed to clarify information in RFPs and Forms 470 as well as related to OUSF matters.
- ♦ Solicit and receive proposals from service providers for requested services.
- ♦ Prepare comparisons of proposals from service providers.
- ♦ Complete contracts for eligible E-Rate services as specifically directed by the Applicant's authorized representative.
- ♦ Prepare and submit documentation including the pre-approval request and/or affidavit to the Oklahoma Corporation Commission (OCC) on behalf of the OUSF Beneficiary.

**I also understand that in submitting these forms on our behalf, K&S will be making certifications for our school district. By signing this Letter of Agency, I make the following certifications as required by the E-Rate Program**<sup>1</sup>:

- a) I certify that the schools I represent are all schools under the statutory definitions of elementary and secondary schools as defined under 47 C.F.R. § 54.500, that do not operate as for-profit businesses and do not have endowments exceeding \$50 million.
- b) I certify that the schools I represent has/have secured access, separately or through this program, to all the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the billed entity is passing through the non-discounted charges for the services requested under this Letter of Agency, that the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services and products from funds to which access has been secured in the current funding year.
- c) I certify that the services the school, library, or district purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission (Commission or FCC) at 47 C.F.R. § 54.513.

---

<sup>1</sup> <https://www.usac.org/e-rate/applicant-process/competitive-bidding/letter-of-agency-loa/>

- d) I certify that the schools I represent has/have complied with all program rules and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- e) I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.
- f) I certify that I will retain required documents for a period of at least ten (10) years after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request. I certify that I will retain all documents necessary to demonstrate compliance with the statutory or regulatory requirements regarding the application for, receipt of, and delivery of services receiving schools and libraries discounts, and that if audited, I will make such records available to the Administrator. I acknowledge that I may be audited pursuant to participation in the E-Rate Program.
- g) I certify that I am authorized to procure and/or order telecommunications and other supported services for the eligible entity(ies) covered by this Letter of Agency. I certify that I am authorized to make this request on behalf of the eligible entity(ies) covered by this Letter of Agency, that I have examined this Letter, that all of the information on this Letter is true and correct to the best of my knowledge, that the entities that will be receiving discounted services under this Letter pursuant to this application have complied with the terms, conditions and purposes of the E-Rate program, that no kickbacks were paid to anyone and that false statements on this form can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001 and civil violations of the False Claims Act.
- h) I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the Schools and Libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the Schools and Libraries support mechanism.
- i) I certify that, to the best of my knowledge, the non-discount portion of the costs for eligible services will not be paid by the service provider. I acknowledge that the provision, by the provider of a supported service, of free services or products unrelated to the supported service or product constitutes a rebate of some or all the cost of the supported services.
- j) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information and belief, all information provided to K&S for E-Rate submission is true. If any of the statements made above are incorrect, fraudulent or misleading, the undersigned and their institution agrees to indemnify, as allowed by state law, K&S, its members, employees and agents of any and all liability, legal fees or actions that may arise from the incorrect, fraudulent or misleading statement(s).

Applicant Name: **Jones Indep School District I9 (139781)** \_\_\_\_\_

Mailing Address, City, ST, Zip: 9200 N. Hiwassee, Jones, OK 73049 \_\_\_\_\_

Signature of Authorized Person: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Authorized Person: \_\_\_\_\_ Title: \_\_\_\_\_

*This authorization shall remain in effect until K&S is notified of its cancellation in writing via certified mail.*



## MANAGED SERVICES SCHEDULE

This United Complete Managed Services Schedule (this “**Schedule**”) is entered into as of **July 01, 2025** (the “**Effective Date**”), by and between United Systems, LLC (“**United Systems**”) and **Jones Public Schools** (“**Client**”). This Schedule is subject to the terms of the Master Services Agreement between United Systems and Client dated **July 01, 2024** (the “**Agreement**”). Capitalized terms used in this Agreement and not otherwise defined have the meaning given to them in the Agreement.

<b>Site Location(s):</b>	<b>Jones Public Schools</b>		
<b>Primary Client Contact:</b>	Shawn Blankenship	Emergency Phone #:	405-795-2777
<b>Secondary Client Contact:</b>	Sanja Cook	Emergency Phone #:	405-399-9215

### Services Included In This Agreement

United Systems will provide the following Services to Client under this Schedule, subject to the terms hereof. See Appendix A for further description of the Services, and Appendix B for the United Complete Service Level Agreement:

<b>United Complete™ Services Included Coverage</b>
United Complete™ Monitoring -- proactive monitoring and maintenance of critical network Managed Devices with 24x7 alerting, and quarterly performance reporting and analysis for monitored devices
United Complete™ Customer Service Center -- access to United Systems’ Customer Service Center during Normal Business Hours
Site Documentation
Technology Review
United Complete™ Managed Server -- unlimited support from United Systems network engineers for emergencies, issues and proactive maintenance related to Windows servers*
United Complete™ Network Support -- unlimited support from United Systems network engineers for emergencies, issues and proactive maintenance related to Windows servers* and network devices**.
United Complete™ Managed Firewall -- unlimited support from United Systems technicians for emergencies, issues and proactive maintenance related to firewall appliances.
United Complete™ Managed Wireless Network -- unlimited support from United Systems technicians for emergencies, issues and proactive maintenance related to the wireless controller(s) and access points.
<b>United Proactive™ Services Included Coverage</b>
United Proactive™ Workstation
<b>United Complete™ Optional Services Included Coverage</b>
United Managed IP Video Surveillance Support
United Managed Server Backup
United Managed Cloud Service
United Managed IP Endpoint

\*Windows Servers include any servers that require any version of the Windows Operating System to operate.

\*\*Network Devices include products such as routers, network switches and SAN/NAS appliances. An inventory of devices monitored under this Schedule is included in Appendix A.

The pricing below is based on an initial review of Client's current servers and network infrastructure, as inventoried in Appendix A. The parties agree to review changes to and additional information learned regarding Client's environment and the other aspects of this Schedule on a monthly basis and update fees and Managed Devices under this Schedule to reflect any changes. Client may provide a "Device Modification Request" using a form supplied by United Systems if it wishes to initiate an update to the Covered Devices. In no event will any reductions in Covered Devices decrease monthly fees by more than 40% than the monthly fees below.

**Fees:**

Account Executive:	Alix Duran	Billing Cycle:	Monthly, In Advance
		Setup Fee:*	N/A
		Monthly Fee:	\$6,257.98
Notes:	Discounted rates (below) apply for work added at Client's request above and beyond Services included in this Schedule. Services may be performed remotely or onsite per Client approval.		
<b>CURRENT RATES FOR ADDITIONAL SERVICES **</b>			
<b>RESOURCE</b>	<b>STANDARD RATE/HR</b>	<b>DISCOUNTED RATE/HR</b>	
Senior Engineer	\$235	\$195	
Engineer	\$190	\$165	
System Technician	\$165	\$145	
Device Technician	\$145	\$125	
Cabling Technician	\$125	\$105	

During the installation process, a network probe may be installed, and initial standardization and configuration of Client's environment is performed. This process includes but is not limited to IP addresses, SNMP, agent deployment, and rack inventory.

\*Setup Fee is a one-time charge for new clients to ensure the integrity of the network and desktop environment.

\*\*Hourly rates subject to change on an annual basis.

**Additional Terms and Signature:**

**APPENDIX C CONTAINS ADDITIONAL TERMS AND CONDITIONS REGARDING THE SERVICES PROVIDED UNDER THIS SCHEDULE. EACH PARTY REPRESENTS AND WARRANTS THAT IT HAS READ AND AGREES TO BE BOUND BY THIS SCHEDULE (INCLUDING THE ATTACHED APPENDICES) AND IS AUTHORIZED TO EXECUTE THIS SCHEDULE.**

**United Systems, LLC**

**Jones Public Schools**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name and Title

Print Name and Title

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

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

**Date Submitted: March 31, 2025. Fees above valid 30 days from date of submission.**

**APPENDIX A**

**Managed Devices and Service Description**

Quantity	Description	Notes
13	Managed Server	JHS-HVAC(2019) JPS-APP-01(2019) JPS-DC-01(2019) JPS-DC-02(2019) JPS-DESTINY(2019) JPS-FPS(2019) Dell PowerEdge R740 D7FM94M1(2016) JECC-HDNVR(2016) JES-NVR-NEW(2016) JMS-NVR(2016) Endex Server (Intercom) <b>JPS-BOSS(2008R2) - Unsupported</b>
1	Managed Firewall	WatchGuard M470
39	Managed Network	1x Cisco Catalyst 3560 x24P 1x Cisco SRW224G4P 24-port 10/100 + 4-Port Gig 4x Dell N2024P 21x Dell N2048P 8x Dell N2248PX-ON 4x Dell N3048P
1	Managed Wireless Network	1 x ExtremeCloud IQ
136	Proactive Workstation	See workstation report
1	Managed Cloud Service	Google Apps
1	Managed Surveillance	Avigilon
8	Managed Server Backup	JPS-FPS JPS-DESTINY JPS-APP-01 JPS-DC-01 JPS-DC-02 JHS-HVAC Endex Server <b>JPS-BOSS(2008R2) – Needs Attention</b>
242	Managed IP Endpoints	2x Cisco AIR-LAP1142N-A-K9 2x Extreme AP121 40x Extreme AP130 7x Extreme AP330 68x Extreme AP410C 1x Extreme AP460C 7x Extreme AP510C 4x Extreme AP650X 113 x IP Camera devices between 4x NVR's

## UNITED COMPLETE™ SERVICE DESCRIPTION

United Systems is pleased to offer a customized package of high-value information technology Services for Client. While multiple components that are available with United Complete™ are described below, only those Services expressly specified above in this Schedule are provided.

### United Complete™ Monitoring

The United Complete™ monitoring system will monitor Managed Devices 24 hours per day, 7 days per week. To the extent possible, monitoring will include system and service up/down status, system and application error logs, and performance of individual system components as recommended by United Systems engineers.

Monitoring capabilities can vary depending on the manufacturer of Managed Device and supported management protocols. United Systems can work with a variety of common management protocols including SNMP, Syslog, Microsoft Windows Event Log and Microsoft Windows Management Interface (WMI). Managed Devices must support one or more of these management protocols to be effectively monitored.

If a Managed Device reports that it is encountering a performance issue, United Systems and Client (upon request) will be notified of the issue via email. United Systems technicians will review and diagnose each alert, and contact the Client if prompt remediation is recommended. Remediation may take place remotely or onsite, as determined by the nature of the remediation required, Client's business requirements, and engineer or technician availability.

Client is advised that while monitoring and email alerting is automated 24 hours per day, United Systems will review, diagnose and respond to alerts during Normal Business Hours only. Client is also required to maintain a full-time Internet connection with sufficient bandwidth to accommodate the remote monitoring software, and enable remote access from United Systems into the Client network.

United Complete™ monitors vital health statistics for Managed Devices, including such metrics as computer and memory usage, available storage, backup logs, error messages, etc. A United Systems engineer will review these statistics each quarter for trends that may indicate current or future performance concerns, and present Client a summary report in plain language of any trends of concern, and priorities for remediation and next steps. Client will receive these quarterly reports via online delivery, and can discuss the report while the United Systems representative is onsite or any time via phone or email during Normal Business Hours by contacting United Systems through your Account Executive or our Customer Service Center.

United Complete™ Monitoring will only be in effect for United Complete™ Service categories selected by Client on this Schedule.

#### [United Complete™ Customer Service Center](#)

United Systems will provide Client with telephone, web and email access to the United Systems Customer Service Center during Normal Business Hours, which are:

8:00am – 5:00pm Central Time, Monday through Friday, excluding public holidays

Phone: (405) 778-8337

Email: [support@unitedsystemsok.com](mailto:support@unitedsystemsok.com). This will generate a customer support ticket in the United Systems dispatch system and will also email Customer a support ticket number.

Web: Visit [www.unitedsystemsok.com](http://www.unitedsystemsok.com) click on Login, then Support.

The Customer Service Center may assist in scheduling routine requests for assistance and answering any questions regarding Services covered under this Schedule.

### Site Documentation and Proactive Maintenance

United Systems on a yearly basis will clean network racks and associated equipment, dress racks and update network documentation including network diagrams, photos, and rack inventory.

### Technology Review

United Systems firmly believes that a proactive approach to technology management is vital in assuring that Client's network assets support Client's needs reliably, predictably, and cost-effectively. United Systems will meet with the Client regularly to discuss Client's business and technology requirements, review performance trends and services provided, and plan proactive maintenance to help assure that Client hardware and software is maintained and managed effectively and efficiently.

### United Complete™ Managed Server

United Systems will provide Client with network engineering support services as needed for the duration of this Schedule to address routine support, emergency support and proactive maintenance on Managed Devices that are servers. When United Systems' Customer Service Center is notified with a request for service, either from Client or through analysis of alerts provided by the monitoring system, the Customer Service Center will assign a priority level under the provisions of the Service Level Agreement as outlined in Appendix B ("SLA"), and using commercially reasonable efforts after Normal Business Hours. United Systems agrees to use commercially reasonable efforts to deliver the performance standards set forth in the SLA. Each incident will be assigned a Service Trouble Ticket number for tracking. The escalation process will be handled per the Support Tier outlined in the SLA. United Complete Managed Server Includes Patch Management and Endpoint Security.

Managed Server also covers remote or on-site scheduled technical support, as needed, for network Managed Devices and the software that is core to their operation.

United Complete™ Managed Server will include as applicable:

- Patch Management
- Endpoint Security
- Management and support of wide area network connectivity
- Network support documentation (Visio maps, device documentation)
- User moves/email moves adds/changes and deletes
- File server storage management
- Server print queue/driver management
- Server hardware support (Restricted to warranty incidents or incidents where parts are provided.)
- Active Directory management
- DNS/DHCP management
- Bug/Crisis mitigation using OS/firmware updates on key devices
- Advanced remote control (Telnet, SSH Support, RDP, Web)
- Proactive health monitoring
- Automated service recovery
- Automated defrag
- Hyper-V Hypervisor Support and Monitoring
- VMware ESXi performance monitoring
- Microsoft Windows Server 2008 and older are not supported.
- Microsoft Windows Server 2012 end of support date is October 10, 2023.

### United Complete™ Managed Network

United Systems will provide Client with network engineering support services as needed for the duration of this Schedule to address routine support, emergency support and proactive maintenance on Managed Devices that are network devices. When United Systems' Customer Service Center is notified with a request for service, either from Client or through analysis of alerts provided by the monitoring system, the Customer Service Center will assign a priority level under the provisions of the SLA, and using commercially reasonable efforts after Normal Business Hours. United Systems agrees to use commercially reasonable efforts to deliver the performance standards set forth in the SLA. Each incident will be assigned a Service Trouble Ticket number for tracking. The escalation process will be handled per the Support Tier outlined in the SLA. Common Network Support devices include Appliances, Hypervisors, Content Filters, Firewalls, Routers, and Spam Filters.

Network Support also covers remote or on-site scheduled technical support, as needed, for network Managed Devices and the software that is core to their operation.

United Complete™ Network Support will include as applicable:

- Installation of patches and updates
- Firewall Rule and Security Audits
- Network device configurations
- Network device configuration management
- Management and support of wide area network connectivity
- Network support documentation (Visio maps, device documentation)
- Physical cabling plant consulting
- Server hardware support (Restricted to warranty incidents or incidents where parts are provided.)
- Bug/Crisis mitigation using OS/firmware updates on key devices
- Proactive health monitoring
- Minor cable runs in emergency situations

### **United Complete™ Managed Firewall**

United Systems will provide Client with network engineering support services as needed for the duration of this Schedule to address routine support, emergency support and proactive maintenance on Managed Devices that are firewalls. When United Systems' Customer Service Center is notified with a request for service, either from Client or through analysis of alerts provided by the monitoring system, the Customer Service Center will assign a priority level under the provisions of the Service Level Agreement as outlined in Appendix B ("SLA"), and using commercially reasonable efforts after Normal Business Hours. United Systems agrees to use commercially reasonable efforts to deliver the performance standards set forth in the SLA. Each incident will be assigned a Service Trouble Ticket number for tracking. The escalation process will be handled per the Support Tier outlined in the SLA.

Managed Firewall also covers remote or on-site scheduled technical support, as needed, for network Managed Devices and the software that is core to their operation.

United Complete™ Managed Firewall will include as applicable:

- Audit and ensure security services are in place during the initial onboarding
- Firmware updates
- Management and support of wide area network connectivity
- Network support documentation (Visio maps, device documentation)
- Update policy rules as needed, whitelist/blacklist sites as needed
- Connectivity monitoring of the firewall

### **United Complete™ Managed Wireless Network**

United Systems will provide Client with network engineering support services as needed for the duration of this Schedule to address routine support, emergency support and proactive maintenance on Managed Devices that are wireless controllers and/or wireless access points. When United Systems' Customer Service Center is notified with a request for service, either from Client or through analysis of alerts provided by the monitoring system, the Customer Service Center will assign a priority level under the provisions of the Service Level Agreement as outlined in Appendix B ("SLA"), and using commercially reasonable efforts after Normal Business Hours. United Systems agrees to use commercially reasonable efforts to deliver the performance standards set forth in the SLA. Each incident will be assigned a Service Trouble Ticket number for tracking. The escalation process will be handled per the Support Tier outlined in the SLA.

Managed Wireless Network also covers remote or on-site scheduled technical support, as needed, for network Managed Devices and the software that is core to their operation.

United Complete™ Managed Wireless Network will include as applicable:

- Audit and ensure security services are active and configured correctly (during onboarding)
- Review the wireless network configuration for performance and channel optimization (during onboarding)
- Ensure VLANs are configured correctly per SSID
- Audit SSID's to ensure correct network connectivity to network resources

- Firmware updates
- Network support documentation (Visio maps, device documentation)
- Update policy rules as needed
- Connectivity monitoring of the wireless IP access points

## **UNITED PROACTIVE™ SERVICE DESCRIPTION**

United Systems is pleased to offer a customized package of high-value information technology Services for Client. While multiple components that are available with United Proactive™ are described below, only those Services specified in this Schedule are provided. United Proactive services are license-only SKU's and do not include labor or support services. Labor will be billed at the discounted hourly rate.

### **United Proactive™ Customer Service Center**

United Systems will provide Client with telephone, web and email access to the United Systems Customer Service Center during Normal Business Hours, which are:

8:00am – 5:00pm Central Time, Monday through Friday, excluding public holidays

Phone: (405) 778-8337

Email: [support@unitedsystemsok.com](mailto:support@unitedsystemsok.com). This will generate a customer support ticket in the United Systems dispatch system and will also email Customer a support ticket number.

Web: Visit [www.unitedsystemsok.com](http://www.unitedsystemsok.com) click on Login, then Support.

The Customer Service Center may assist in scheduling routine requests for assistance and answering any questions regarding Services covered under this Schedule.

### **United Proactive™ Workstation**

United Proactive™ Workstation combines monitoring and alerting services with software patch and Endpoint Protection to help protect covered systems and provide proactive notification of real or potential issues. The purpose of this Service is to allow the Client to have insight into the operating condition of their environment and to keep the covered systems up-to-date. The Client can either be notified via e-mail with our automated system or contact from the Customer Service Center. All United Systems technical or engineering services for resolution of issues will need to be requested by the Client and will be billable at the discounted hourly rates.

## **UNITED COMPLETE™ OPTIONAL SERVICES**

### **United Managed IP Video Surveillance Support**

IP Video Surveillance Support is designed primarily to provide remote or on-site scheduled technical support, as needed, for Video Surveillance systems.

United Complete™ Video Surveillance Support will include as applicable:

- Tasks
  - Connectivity Monitoring of IP Endpoints
  - NVR Server Hardware Monitoring and Alerting
- Annual maintenance visits to perform the following tasks:
  - Visual inspection of all major DVR/CCTV components including cabling and connections.
  - Check all DVR/CCTV control equipment.
  - Check and clean cameras, lenses and housings as necessary.
  - Check lenses for correct field of view and adjust as necessary.
  - Check and test remote signaling equipment (where applicable)..
  - Repair any minor faults
  - DVR/NVR Software Updates within major versions.

### United Managed Server Backup

Backup Manager provides proactive monitoring and maintenance of backups of the server Managed Devices specifically identified in the Managed Devices section of this Appendix (if any) as being covered by this Service. This Service includes:

- Setup and testing of backup jobs for covered servers
- Monitoring of backup jobs and error information for covered servers
- Assistance with recovery from backups
- Disaster Recovery Planning and Testing is NOT included.

### United Managed Cloud Service

Managed Cloud Service support is designed primarily to provide support of third party cloud services such as Google G Suite, Office 365, Meraki Dashboard, Extreme Cloud IQ, and other supported cloud services.

- Labor for troubleshooting service incidents
- Adds, Moves, Changes
- Service Health Monitoring
- Connectivity Monitoring of IP Endpoints
- Software/Firmware Updates

## APPENDIX B

### Service Level Agreements

#### Response and Resolution Times

The following table shows the targets of response, resolution and escalation threshold times for each priority level. All times are measured during Normal Business Hours:

Priority Level Definition	Priority Level	Target Response Time	Target Resolution Time	Escalation Threshold
Network down (all users and functions unavailable).	1	1 hour callback, remote or onsite response within 4 hours	ASAP	2 hours after first response
Significant degradation of Network (large number of users or business critical functions affected)	2	4 hours callback, remote or onsite response within 4 hours	ASAP	8 hours after first response
Limited degradation of network or user issue (one or small number of users or functions affected, business process can continue).	3	8 hours callback, remote or onsite response by next business day	ASAP, as commercially reasonable	48 hours after first response
Single user, non-critical issue (business process can continue, one user affected).	4	8 hours callback, remote or onsite response by next business day	ASAP, as commercially reasonable	96 hours after first response

\* The above target times only apply to Services directly provided by United Systems. United Systems does not make any commitments or guarantees regarding response, resolution or escalation times of 3<sup>rd</sup> party providers or vendors.

#### Support Tiers

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 initially documented, and basic hardware/software troubleshooting is initiated.
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.
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 3 <sup>rd</sup> party (vendor) support engineers to resolve the most complex issues.

Client may request emergency services outside of Normal Business Hours to respond to critical network issues. Emergency services rendered via remote assistance or onsite assistance outside of Normal Business Hours are subject to be billed at double the normal rate for requested services.

United Systems will provide Client with access to a quarterly summary report that includes all requests for services, the problem statement and resolution for each request.

# APPENDIX C

## UNITED COMPLETE TERMS AND CONDITIONS

### 1. Managed Services

- (a) "Managed Device" means the server, workstation, local area networking equipment, wide area networking equipment, and other IT components located at the Client location(s) specified above, so long as such Managed Devices have been disclosed to and accepted by United Systems and meet the requirements of this Schedule. To be a Managed Device, the United Systems managed service agent program must be added to such component. Managed Devices do not include hardware or application software unless specifically listed on this Schedule.
- (b) United Systems will use commercially reasonable efforts to detect and avoid the malfunction of Managed Devices. Proactive services include monitoring, alerting and patch management. These services are designed to report to United Systems performance and availability data concerning Client's network and to alert United Systems' Customer Service Center to potential problems. Monitoring Services do NOT include the provisions of any intrusion detection services nor do they address any other security concerns.
- (c) United Systems will use diligent efforts to manage the restoration of malfunctioning Managed Devices to good working order. It is Client's responsibility to enter into appropriate warranty/replacement arrangements with hardware and software vendors, and to keep United Systems updated with all information required to enlist vendors' technical support including e-mail and phone contact information along with any customer codes or access information that may be required. All vendor and third-party technical support fees are the responsibility of Client. United Systems reserves the right to utilize the services of manufacturer's representatives for repairs guaranteed by those manufacturers under separate service contracts.
- (d) Client's data backup systems may be listed as a Managed Device on this Schedule. However, Client agrees and understands that, unless United Systems is providing Client with a fully managed backup solution under a separate Schedule, United Systems is only able to verify that backup systems are reporting proper operation and can make no guarantees as to whether or not actual backups are taking place. Client is solely responsible for ensuring that data backups have actually been performed and are available in the event of any failure of the backup subsystem which leads to any data loss or the inability of the backup subsystem to restore data at any time. United Systems has no liability for any costs associated with data recovery/disaster recovery services.
- (e) When requested by United Systems, Client will ensure that all office workstations and laptops will be left turned on at night so United Systems can perform required workstation maintenance and proactive support.
- (f) United Systems will use diligent efforts to deploy software patches for operating system software in a manner that will, in a timely fashion, address the security or functionality concerns for which a patch was released. United Systems will only deliver patches that have been tested and released by the original manufacturer of the software being patched. Client acknowledges that some patches may cause operating difficulties or "break" other software, and agrees that United Systems will not be responsible for the potential adverse effects of applying such a patch.
- (g) It is the responsibility of Client to ensure that all necessary materials are available, including manufacturer recovery media for software and other software to be reloaded. In no way is United Systems liable for defects or "bugs" in software, or for correcting errors introduced into the data, programs, or any other software due to hardware failure, or for any cost of reconstructing software or lost data. Any technical support required to restore data integrity or to make any system function, such as, but not limited to, rebuilding corrupted records, examining files, re-installation of O/S or Software, or re-indexing databases, will be billed separately on a time and materials basis.

### 2. Normal Business Hours Support

Unless otherwise expressly agreed on the Schedule, United Systems provides Services under this Schedule only during Normal Business Hours, and all work performed by United Systems after Normal Business Hours will be billable to Client as an additional Service, per the terms of the Agreement and this Schedule.

### 3. Hardware

United Systems does not provide hardware warranty or maintenance services, and does not maintain an inventory of spare parts or replacement hardware. It is Client's responsibility to enter into appropriate warranty/replacement arrangements with hardware vendors. United Systems will use reasonable efforts to coordinate with hardware warranty/maintenance providers in the repair and replacement of defective hardware. United Systems reserves the right to utilize the services of manufacturer's representatives for repairs guaranteed by those manufacturers under separate service contracts. United Systems shall have no obligation with respect to components that are identified by its manufacturer as a consumable or expendable item including, but not limited to, printer cartridges, fuser assemblies,

batteries, print heads, magnetic media, paper supplies and similar items; handling all such items are the Client's responsibility.

#### **4. Requirements for Managed Devices**

- (a) All Managed Devices must operate in a clean, well ventilated and temperature controlled environment which is free of dust and smoke.
- (b) All Servers with Microsoft Windows Operating Systems must be running Windows 2012 Server or later, and have all of the latest United Systems' approved Microsoft Service Packs and Critical Updates installed. All Servers with Apple Macintosh Operating Systems must be running Snow Leopard Server (10.8.x) or later, and have all of the latest United Systems-approved Apple Software Updates installed.
- (c) Managed Devices with original manufacturing dates 48 months or more prior to the Effective Date of this Schedule are excluded from inclusion of coverage unless it is agreed that the unit will be "lifecycle" replaced within six (6) months from the inception of this Schedule. In the event such Managed Devices are not replaced within six (6) months any Services performed on them shall become billable at United Systems' current rate, less any applicable discounts due, per United Systems United Complete discounting.
- (d) Critical Servers and Network infrastructure must be protected under an enterprise warranty with next day on-site parts replacement.
- (e) Managed Devices must have a valid manufacturer's serial number, and Client must notify United Systems if it moves the primary location for any Managed Device to a different Client site.
- (f) It is recommended that all Managed Devices must be attached to a power surge protection device which has been UL® Listed with a protection threshold of at least 200 joules.
- (g) All Desktop PC's and Notebooks/Laptops with Microsoft Windows Operating Systems must be running Windows 8 Pro or later, and have all of the latest Microsoft Service Packs and Critical Updates installed. All Desktop Mac's and Laptops with Apple Macintosh Operating Systems must be running Snow Leopard (10.6.x) or later, and have all of the latest Apple Software Updates installed. If there are desktops/laptops that cannot meet this requirement due to hardware requirement deficiencies, they will still be covered under this Schedule but will not be subject to the response times listed in Appendix B.
- (h) All Server and Desktop Software must be genuine, licensed and vendor-supported.
- (i) The Managed Devices must have a currently licensed, up-to-date and United Systems-approved or provided Server-based Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email. No other Antivirus/Antimalware may be installed on the Managed Devices.
- (j) The Managed Devices must have a currently licensed, United Systems-approved server-based backup solution that can be monitored, and send notifications on job failures and successes. The system cannot be tape based and must include an off-site component.
- (k) The environment must have a currently licensed, vendor-supported hardware firewall between the internal network and the Internet that also provides network layer anti-virus and anti-spyware protection.
- (l) All Wireless data traffic in the environment must be securely encrypted with a minimum of the WPA2 encryption standard.
- (m) There must be an outside static IP address assigned to a network device, allowing VPN access.
- (n) United Systems may install remote monitoring and management software on Managed Devices as needed in order to comply with the terms of this Schedule. Client agrees not to disable this software during the term of this Schedule.

Material and labor costs required to bring Client's current environment up to these minimum standards are not included in this Schedule unless specifically agreed in writing by the parties.

Managed Devices that initially meet the above standards can later begin chronically failing. This means that the Managed Device 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 United Systems to replace the Managed Device at additional cost through United Systems.

#### **5. Disaster Planning**

A formal disaster recovery or business continuation plan is NOT within the scope of this Schedule. Although the services to be provided under this Schedule are designed to provide managed IT continuity and will, under certain conditions, help Client recover from certain disasters, it should in no way be considered a formal disaster recovery or business

continuity plan. If Client requires a disaster recovery or business continuation plan, including testing of the plan, United Systems can assist Client with the development of such a plan. All time spent in the development and testing of this plan would be billable at a discounted rate or as an agreed additional Service.

## **6. Documentation**

United Systems will, at its expense, maintain updated documentation on Managed Devices to facilitate the providing of Service. Upon termination of the Agreement, if Client has paid all amounts due under the Agreement, Client will be provided with a printed or electronic copy of such documentation upon written request.

## **7. Exclusions**

United Systems is not required to provide any Services except those Services expressly set forth in this Schedule. Without limiting the foregoing, the following items, fees, and/or services are excluded from the Service under this Schedule; any work performed related to the following will be billed at United Systems' standard rates:

- (a) Any service(s) required due to treatment or attempts to install, repair, maintain, or modify any Managed Devices or related software or peripherals by a non-United Systems authorized person or entity, including but not limited to negligent acts, improper configuration changes, new application installations, and upgrade installations.
- (b) Managed Device(s) which cannot be properly serviced due to end of life conditions, other withdrawal or termination of warranty or support by the manufacturer, unavailability of documentation or parts, or that exhibit excessive damage. United Systems will use commercially reasonable efforts to provide thirty (30) days' notice to Client of any issues under this clause.
- (c) Provision of supplies or accessories for any Managed Device(s) or electrical work external to Managed Device(s).
- (d) Maintenance of accessories, alterations, attachments, upgrades or other devices; or services related to any relocation of Managed Device(s) unless specifically listed in a Schedule.
- (e) The cost of any parts, equipment, or shipping charges of any kind.
- (f) Third-party software license fees, renewal fees, or upgrade fees of any kind (except in connection with software provided by United Systems in support of the Service).
- (g) The cost of any third-party vendor or manufacturer support or incident fees of any kind.
- (h) Programming (modification of software code) and program (software) maintenance.
- (i) Training services of any kind unless otherwise agreed in writing by United Systems.
- (j) Moving hardware from one physical address to another physical address.
- (k) United Systems covers only the maintenance support of the network connection of network enabled, shared printers/copiers, and the printer connection and printer drivers of locally attached printers. Any other printer maintenance is not covered.
- (l) Any peripheral attached to a workstation/laptop including, but not limited to USB hard drives, scanners, docking devices, cameras, and VoIP phones are not covered unless specifically listed on this Schedule.

## **8. E-Rate**

- (a) Should Client receive E-Rate Basic Maintenance funding from the Universal Service Administrative Company (USAC) Schools and Libraries Division (SLD) for the SPIN of United Systems, the payments made to United Systems for E-Rate eligible services would be able to be applied to Client's portion required by the SLD.
- (b) This Schedule does not include parts, and parts will be billed on an "As needed basis". Upon approval from the SLD for Basic Maintenance with United Systems, the E-Rate Basic Maintenance Service Contract will cover parts under the rules of the program and will be billed as the incidents occur. Client will be billed its portion at the time the approved and eligible parts are invoiced.

**Personnel Schedule “A”**

**May 13, 2025**

<b>Resignations</b>				
<b>Last Name</b>	<b>First Name</b>	<b>Certified Support Hourly/Daily</b>	<b>Site/Assignment</b>	<b>Effective Date</b>
Fielder	Jacob	Certified	High School/Teacher	05-16-2025
Ramer	Robyn	Certified	Elementary School/Teacher	05-16-2025

<b>Employment FY26</b>				
<b>Last Name</b>	<b>First Name</b>	<b>Certified Support Hourly/Daily</b>	<b>Site/Assignment</b>	<b>Effective Date</b>
Anderson	Jordan	Certified	High School/Teacher	08-11-2025
Battese	Ava	Certified	Middle School/Teacher	08-11-2025
Dudley	Honnie	Certified	Elementary School/Teacher	08-11-2025
Elerick	Tiffany	Certified	High School/Teacher	08-11-2025

## Personnel Schedule “B”

May 13, 2025

Re-Employment FY26 ~ Certified Personnel on Continuing Contract			
Name		Name	Name
Bartlett, Jennifer		Hansen, Kara	Norman, Emily
Bennington, Lauryl		Harris, Hunter “Jordy”	Pourdavood, Leah
Bentley, Kandice		Haynes, Grant	Richison, Holly
Beverly, Lindsay		Hopkins, Amy	Rohler, Michael
Brown, Angela		Johnson, Allison	Smith, Lindsey
Calvert, Alicia		Kalsu, Niki	Standley, Laura
Carmichael, Carla		Lawrence, Skylar	Steverson, Joshua Colin
Chandler, Angela		Lenochan, Amy	Storm, Donna
Cosby, Vicki		Loggins, Ashleigh	Walker, Denton
Darakhshan, Amber		Lowe, Michelle	Wear, Shelley
Davis, Tenae		Marler, Hallee	Weathers, Kimberly
Dooling, Pam (part-time)		McCullough, Jacob	Williams, Heather
Dorrell, Teddy		McEwen, Debra	Wilson, Aimee
Dutton, Melissa		McSwane, Amy	Winsett, Jennifer Michelle
Ely, Rhonda		Miller, Denton	Witt, Amanda
Freeman, Tara		Morrison, Shulli	Witt, Kevin
Gierhart, Andrew		Moses, Curtis	Wright, Amanda
Gierhart, Susan		Neal, Coty	Yost, Luke

Re-Employment FY26 ~ Certified Personnel on a 2 <sup>nd</sup> year Temporary Contract			
Name		Name	Name
Deardorff, Aaron		Naylor, Emily	Thompson, Jonny
Knight, Amanda		Papera, Aspen	Towler, Tami
Marinko, JD		Rhea, Ashley	
Mathews, Carson		Stallings, Brandon	

Re-Employment FY26 ~ Certified Personnel on a 1 <sup>st</sup> year Temporary Contract			
Name		Name	Name
Anderson, Jordan		Dudley, Honnie	Huddleston, Tanner
Battese, Ava		Elerick, Tiffany	Maly, Austin
Crow, Riley		Farmer, Hannah	Miskelly, Hallie
Dorrell, Kaitlyn		Gassman, Shelby	Staab, Christina

**Personnel Schedule “C”  
May 13, 2025**

<b>Re-Employment FY26 ~ Support Personnel</b>	
<b>Name</b>	<b>Position</b>
Bales, Williams	Maintenance Department
Brady, Lea	Bus Monitor/Custodian
Bray, Monica	Teacher Assistant
Carney, Karen	Library Assistant
Carter, Cori	Paraprofessional
Cathey, Melissa	Encumbrance Clerk/Activity Fund Clerk/Minutes Clerk
Chartney, Michael	Maintenance Department/Bus Driver
Colbert, Kelli	Nurse Assistant/Paraprofessional
Cook, Sanja	Business Manager
Donaldson, Brenda	Bus Driver
Duran, Dana	Secretary
Green, Marcia	ISP Assistant
Kendrick, Jamie	Art Teacher Assistant
Lane, Cheryl	Registrar
Logan, Helen	Custodian
Long, Rayna	Adjunct Teacher
Lopez, Esperanza	Elementary Bilingual Assistant/Hourly
Love-Proctor, Sally	Paraprofessional
Lowder, Keily	Teacher Assistant
May, Lori	Secretary
McCoy, Sidney	Elementary School Dean of Students
McGregor, Gina	Secretary
Neighbors, Crystal	Paraprofessional
Ortega, Yesenia	Child Nutrition Director
Parod, Lacey	Paraprofessional
Pennock, Bryan	Paraprofessional
Ray, Robin	Paraprofessional
Reas, Aimee	Bus Monitor/Custodian
Reas, Brittany	Transportation Assistant/Bus Monitor
Robison, Edmond	Mechanic
Rowlen, Dawn	Library Assistant
Rust, Michelle	Registrar
Salazar, Mallory	Adjunct Teacher
Salisbury, Cheryl	ISP Assistant

**Personnel Schedule “A”**

**May 13, 2025**

<b>Re-Employment FY26 ~ Support Personnel</b>	
<b>Name</b>	<b>Position</b>
Taylor, Michelle	Registrar
Turnage, Thelma	Bus Driver
Venable, Sherry	Paraprofessional/Bus Driver
Verse, Phyllisia	Bus Driver
Wallace, Aubrey	Teacher Assistant
Wise, Brooke	Secretary