

BOARD OF EDUCATION MEETING
JUNE 9, 2025
BOARD AGENDA

HYDRO-EAKLY BOARD OF EDUCATION REGULAR MEETING JUNE 9, 2025,
7:00 P.M. BOARD ROOM OF THE HIGH SCHOOL BUILDING, 407 EAST 7TH STREET
HYDRO, OKLAHOMA 73048.

NOTE: THE HYDRO-EAKLY BOARD OF EDUCATION MAY DISCUSS, VOTE TO APPROVE, VOTE TO DISAPPROVE, VOTE TO TABLE, OR DECIDE NOT TO VOTE ON ANY ITEM ON THIS AGENDA.

1. Call to order and invocation.
2. Record of members present and absent.
3. Report, discussion and possible action regarding the following consent agenda.
(All the following items which concern reports and items of a routine nature normally approved at the board meetings will be approved by one vote unless any board member desires to have a separate vote on any or all of these items.)
 - a. Approval of the minutes of meeting on May 12 & 13, 2025. (1-3)
 - b. Approval of the Encumbrances for General Fund 190. (4)
 - c. Approval of General Bldg and CNA Fund Acct. Payable. (5-6)
 - d. Approval of account balances as presented. (7-12)
 - e. Approval of fundraisers.
 - f. Approval of Facilities use requests.
 - g. Approval of any PO's exceeding 20%.
4. Report, discussion and possible action regarding approving contract with Chris Klaassen for the Ag Truck lease for the 2025-2026 school year. (13)
5. Report, discussion and possible action regarding Workers Comp Insurance quote with OSAG for the 2025-2026 school year. (14)
6. Report, discussion and possible action regarding approving a contract with Precision Testing for the 2025-2026 school year. (15-16)
7. Report, discussion and possible action regarding approving a Property Insurance quote for the 2025-2026 school year. (17)
8. Report, discussion and possible action regarding joining an Interlocal Cooperative for Property Insurance for the 2025-2026 school year. (18)
9. Report, discussion and possible action regarding updating the Student Transfer Policy.
10. Report, discussion and possible action regarding approving a contract with Kathe Claborn for E-Rate Services for the 2025-2026 school year. (19-20)
11. Report, discussion and possible action regarding approving contract with Lecia Fischer for OTA services for the 2025-2026 school year. (21)
12. Report, discussion and possible action regarding approving contract with Jenna Scales for PTA services for the 2025-2026 school year. (22)
13. Report, discussion and possible action regarding approving contract with Scissortail Therapy contract to provide OT services for the 2025-2026 school year. (23-24)
14. Report, discussion and possible action regarding approving a contract with Washita Valley CAC Head Start Memorandum of Understanding and Agreement to provide Disability Services for the 2025-2026 school year. (25-33)

15. Report, discussion and possible action regarding transferring Activity fund balance of Class of 2025 of \$355.69 to the Miscellaneous account.
16. Report, discussion and possible action to approve membership renewal with OROS for the 2025-2026 school year. **(34)**
17. Report, discussion and possible action regarding approving Personal Electronic Device Policy. **(35-36)**
18. Report, discussion and possible action regarding approving Corporal Punishment Policy. **(37)**
19. Report, discussion and possible action regarding approving the surplus list. **(38)**
20. Vote to convene into executive session to discuss employment of certified and support personnel, extra duties and salary schedules, pursuant to 25 O.S. 307-B (1).
21. Acknowledge return to open session
22. Executive minutes compliance.
23. Report, discussion and possible action regarding approving Extra Duty pay for Teri Kimble for principal duties in June in the 2024-2025 school year.
24. Report, discussion and possible action approving hiring Ryan Pieper as Compliance Manager for the 2025-2026 school year.
25. Superintendent's Report
26. New business.
27. Adjournment.

POSTED ON THE FRONT DOOR OF THE HYDRO-EAKLY HIGH SCHOOL, 407 E. 7TH,
HYDRO, OKLAHOMA.

BY: _____ TITLE: _____ DATE: _____ TIME: _____

Hydro-Eakly Board Minutes

#404

The Hydro-Eakly Board of Education, Hydro-Eakly, District I-11, Hydro, OK Regular meeting scheduled in the Hydro-Eakly Board Room in said district on Monday, May 12, 2025 at 7:00 p.m.

There was no quorum so there was no meeting.

#405

Call to order by Amber Sturgeon, President and invocation by Jeremy Bussey.

Reports

- Principals Report – Jeremy Tharp and Jeremy Bussey
- Vehicle Report
- Enrollment Report

A motion was made by Johnny Stotts and second by LaNae Meacham to approve the consent agenda. Motion passes 4-0.

Yes No

GB
JS
LM
AS

A motion was made Johnny Stotts and second by Garrett Bernethy to approve Mindy King as the receiving agent for the 2025-2026 school year. Motion passes 4-0.

GB
JS
LM
AS

A motion was made by LaNae Meacham and second by Johnny Stotts to approve the temporary appropriations for the 2025-2026 school year. Motion passes 4-0.

GB
JS
LM
AS

A motion was made by Johnny Stotts and second by Garrett Bernethy to approve the contract with OSSBA Employment Services for unemployment for the 2025-2026 school year. Motion passes 4-0.

GB
JS
LM
AS

A motion was made by LaNae Meacham and second by Johnny Stotts to approve the membership with OSSBA for the 2025-2026 school year. Motion passes 4-0

GB
JS
LM
AS

Report, discussion and possible action to approve membership renewal with OROS for the 2025-2026 school year. Table until next month.

A motion was made by Johnny Stotts and second by Garrett Bernethy to approve renewal with Keystone Food Services to be our Food Service Management Company for the 2025-2026 school year. Motion passes 4-0

GB
JS
LM
AS

Report, discussion and possible action regarding approving a contract with Washita Valley CAC Head Start Memorandum of Understanding and Agreement to provide Disability Services for the 2025-2026 school year. Table until next month.

A motion was made by Garrett Bernethy and second by Johnny Stotts to approve MS/HS Student Handbook changes. Motion passes 4-0.

GB
JS
LM
AS

A motion was made by LaNae Meacham and second by Johnny Stotts on the Superintendent's recommendation to grant Non-District Administrative Rights in the Grants Management System (GMS) on the Oklahoma State Department of Education's Single Sign On (SSO) to Barlow Educational Services representative Wayne Beam. Said Non-District Administrative rights authorize the Barlow Educational Services representative full access to enter and submit applications/forms/claims on behalf of the district in consultation with the District Superintendent. Motion passes 4-0.

Vote to convene into executive session at 7:52 p.m. to discuss employment and resignations of certified and support personnel, pursuant to 25 O.S. 307-B (1). Vote 4-0.

Acknowledge return to open session by Amber Sturgeon, President at 10:22 p.m.

Executive minutes were given by Johnny Stotts. Pursuant to 25 O.S. 307-B (1) the board met in executive session to discuss employment of support and certified personnel and resignations of support personnel. Those present were Amber Sturgeon, LaNae Meacham, Johnny Stotts, Garrett Bernethy, and Jeremy Bussey. No action taken.

A motion was made by Johnny Stotts and second by Garrett Bernethy to approve resignation of Danny Graham for the 2025-2026 school year. Motion passes 4-0

A motion was made by LaNae Meacham and second by Johnny Stotts to approve the support personnel list for the 2025-2026 school year. Motion passes 4-0.

A motion was made by Johnny Stotts and second by Garrett Bernethy to hire Kayla Stutzman as a certified MS English/Reading teacher on a temporary contract for the 2025-2026 school year. Motion passes 4-0.

Superintendent's report: HS Graduation May 16, 7:00 p.m.

A motion was made by LaNae Meacham and second by Johnny Stotts to adjourn. Motion passes 4-0.

As required by the board to give account of discussion of any old business which no action was taken but will be considered at a future meeting.

Yes	No
GB	
JS	
LM	
AS	
GB	
JS	
LM	
AS	
GB	
JS	
LM	
AS	
GB	
JS	
LM	
AS	
GB	
JS	
LM	
AS	

President

Vice President

Clerk

Member

Member

Purchase Order Register

Options: Year: 2024-2025, Fund(s): General Fund, Date Range: 5/1/2025 - 5/31/2025

PO No	Date	Vendor No	Vendor	Description	Amount
190	05/29/2025	3027	SNU	Admin Spec Ed Conf- Tharp/Kimble/Clayton	150.00
Non-Payroll Total:					\$150.00
Payroll Total:					\$0.00
Report Total:					\$150.00

Payment Register

Options: Year: 2024-2025, Fund Account: General Fund, Date Range: 5/22/2025 - 5/22/2025, Payment Range: 1593 - 1593,
Print Payroll Payments: False, Print Details: False

1593	05/22/2025	18	Public Service Company of Oklah	\$39.85
Pd@BOE mtg				
Non-Payroll Total:				\$39.85
Payroll Total:				\$0.00
Balance Forward:				\$4,188,165.97
Total:				\$4,188,205.82

Payment Register

Options: Year: 2024-2025, Fund Account: General Fund, Date Range: 6/9/2025 - 6/9/2025, Payment Range: 1622 - 1646,
Print Payroll Payments: True, Print Details: False

Payment No.	Date	Vendor No.	Vendor	Amount
1622	06/09/2025	54	Summit Utilities Oklahoma Inc	\$1,017.95
1623	06/09/2025	3027	SNU-GSEL Prof Services Dpt	\$105.00
1624	06/09/2025	7	SylogistEd, Inc	\$1,142.71
1625	06/09/2025	1105	Barlow Education Mgmt Services	\$882.00
1626	06/09/2025	80356	DLL Public Finance	\$1,035.00
1627	06/09/2025	2168	Cintas Corporation 064	\$112.80
1628	06/09/2025	2574	Government Account Services	\$73.30
1629	06/09/2025	1386	All American Insurance Services L	\$1,100.00
1630	06/09/2025	21	XStream Services	\$3,631.57
1631	06/09/2025	2490	West Central Heat and Air LLC	\$885.00
1632	06/09/2025	6	Town of Hydro	\$1,670.13
1633	06/09/2025	26	R&M Auto Supply	\$44.00
1634	06/09/2025	1173	Sooner Technology, LLC	\$2,920.00
1635	06/09/2025	34	Consumer Textile Corporation	\$126.48
1636	06/09/2025	1083	Kendra D Smith	\$650.00
1637	06/09/2025	1688	WEX Bank	\$3,194.19
1638	06/09/2025	1687	Deer Creek Hardware, LLC	\$101.81
1639	06/09/2025	1614	Prosperity Bank	\$29.00
1640	06/09/2025	1821	Warner's Small Engine Clinic	\$45.00
1641	06/09/2025	1136	Burrows Pro Audio Video	\$190.49
1642	06/09/2025	3006	Culver Electric LLC	\$1,380.63
1643	06/09/2025	48	CCOSA	\$1,797.00
1644	06/09/2025	2607	Evaluation Works LLC	\$2,400.00
1645	06/09/2025	1908	Anadarko Daily News	\$66.88
1646	06/09/2025	3015	BradyPLUS	\$409.10
Non-Payroll Total:				\$25,010.04
Payroll Total:				\$0.00
Balance Forward:				\$4,196,817.82
Total:				\$4,221,827.86

HYDRO-EAKLY PUBLIC SCHOOLS

Payment Register

Options: Year: 2024-2025, Fund Account: Child Nutrition Programs Fund, Date Range: 6/9/2025 - 6/9/2025, Payment Range: 97 - 99, Print Payroll Payments: False, Print Details: False

Payment No	Date	Vendor No	Vendor	Type	Date Voided	Void Amount	Amount
97	06/09/2025	37	Orkin, LLC				\$81.60
98	06/09/2025	2005	Keystone Foodservice LLC				\$8,064.07
99	06/09/2025	1881	Culligan of Clinton				\$69.50
Non-Payroll Total:							<u>\$8,215.17</u>
Payroll Total:							<u>\$0.00</u>
Balance Forward:							<u>\$153,571.22</u>
Total:							<u><u>\$161,786.39</u></u>

HYDRO-EAKLY PUBLIC SCHOOLS

Revenue/Expenditure Summary

Options: Fund: 60, Date Range: 5/1/2025 - 5/31/2025

	Begin Balance	Receipts	Adjusting Entries	Payments	End of Month Balance	Unpaid P.O.	End Balance
801 Miscellaneous	\$6,041.22	\$395.21	\$0.00	\$1,299.64	\$5,136.79	\$565.00	\$4,571.79
802 Athletic Concessions	\$22,643.46	\$3,199.21	\$0.00	\$3,461.93	\$22,380.74	\$1,455.00	\$20,925.74
803 Helping Hands Acct	\$25,957.40	\$0.00	\$0.00	\$2,484.24	\$23,473.16	\$0.00	\$23,473.16
804 Secondary Account	\$1,855.64	\$500.00	\$0.00	\$224.95	\$2,130.69	\$0.00	\$2,130.69
805 Class of 2031	\$105.00	\$0.00	\$0.00	\$0.00	\$105.00	\$0.00	\$105.00
806 Class of 2028	\$621.01	\$0.00	\$0.00	\$0.00	\$621.01	\$0.00	\$621.01
807 H-E Cheer	\$5,096.67	\$320.00	\$0.00	\$1,094.38	\$4,322.29	\$1,600.00	\$2,722.29
808 Class of 2029	\$440.00	\$0.00	\$0.00	\$0.00	\$440.00	\$0.00	\$440.00
810 Science Club	\$1,881.50	\$390.00	\$0.00	\$515.59	\$1,755.91	\$0.00	\$1,755.91
811 Elementary Account	\$33,296.63	\$780.76	\$0.00	\$1,533.01	\$32,544.38	\$4,800.00	\$27,744.38
812 Yearbook	\$31,401.52	\$120.00	\$0.00	\$0.00	\$31,521.52	\$0.00	\$31,521.52
813 Student Council	\$10,863.59	\$135.50	\$0.00	\$1,247.34	\$9,751.75	\$100.00	\$9,651.75
814 FFA	\$33,091.94	\$1,300.00	\$0.00	\$10,055.52	\$24,336.42	\$3,755.13	\$20,581.29
815 Elementary Playground Fund	\$100.05	\$0.00	\$0.00	\$0.00	\$100.05	\$0.00	\$100.05
816 Faculty Fund	\$260.78	\$0.00	\$0.00	\$0.00	\$260.78	\$0.00	\$260.78
817 Class of 2030	\$155.00	\$0.00	\$0.00	\$0.00	\$155.00	\$0.00	\$155.00
818 Art	\$1,198.00	\$0.00	\$0.00	\$0.00	\$1,198.00	\$0.00	\$1,198.00
819 Class of 2026	\$2,011.67	\$0.00	\$0.00	\$0.00	\$2,011.67	\$0.00	\$2,011.67
820 Library	\$589.66	\$168.00	\$0.00	\$0.00	\$757.66	\$0.00	\$757.66
821 National Honor Society	\$869.56	\$0.00	\$0.00	\$0.00	\$869.56	\$0.00	\$869.56
822 Advertising Account	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00	\$0.00	\$40.00
823 Renaissance	\$1,819.24	\$0.00	\$0.00	\$0.00	\$1,819.24	\$0.00	\$1,819.24
824 Special Olympics	\$21,250.10	\$6,249.22	\$0.00	\$1,955.58	\$25,543.74	\$0.00	\$25,543.74
825 Academic Team	\$2,379.49	\$0.00	\$0.00	\$0.00	\$2,379.49	\$0.00	\$2,379.49
826 Music	\$3,709.18	\$45.00	\$0.00	\$142.50	\$3,611.68	\$0.00	\$3,611.68
827 Student Child Nutrition	\$0.00	\$624.13	\$0.00	\$624.13	\$0.00	\$0.00	\$0.00
828 Adult Child Nutrition	\$0.00	\$6.50	\$0.00	\$6.50	\$0.00	\$0.00	\$0.00
830 Elementary Tablet Account	\$87.69	\$0.00	\$0.00	\$0.00	\$87.69	\$0.00	\$87.69
831 Class of 2025	\$1,158.09	\$170.00	\$0.00	\$972.40	\$355.69	\$0.00	\$355.69
832 Speech & Debate	\$418.09	\$0.00	\$0.00	\$0.00	\$418.09	\$0.00	\$418.09
833 Class of 2027	\$725.65	\$0.00	\$0.00	\$0.00	\$725.65	\$0.00	\$725.65
834 Basketball	\$3,583.63	\$0.00	\$0.00	\$350.00	\$3,233.63	\$500.00	\$2,733.63
835 Baseball	\$2,102.63	\$0.00	\$0.00	\$0.00	\$2,102.63	\$1,000.00	\$1,102.63
836 Softball	\$5,632.90	\$0.00	\$0.00	\$1,302.00	\$4,330.90	\$0.00	\$4,330.90
837 Track/Cross Country	\$7,642.26	\$0.00	\$0.00	\$69.38	\$7,572.88	\$0.00	\$7,572.88
840 MS/HS Tablet Account	\$176.23	\$0.00	\$0.00	\$0.00	\$176.23	\$0.00	\$176.23
842 History Club	\$4,059.54	\$0.00	\$0.00	\$0.00	\$4,059.54	\$0.00	\$4,059.54
Total	\$233,265.02	\$14,403.53	\$0.00	\$27,339.09	\$220,329.46	\$13,775.13	\$206,554.33

HYDRO-EAKLY PUBLIC SCHOOLS

Cash Balances

Options: Fiscal Years: 2025, Funds: 11-41, As Of Date: 5/31/2025, Account Types: All

Cash By Account and Fund

AC 0101	Gen/Bldg/CNA/Sinking/Bonds		
2025	11	General Fund	\$1,400,430.07
2025	21	Building Fund	\$275,062.23
2025	22	Child Nutrition Programs Fund	\$66,410.76
2025	32	Building Bond Fund	\$72,549.74
2025	33	Event Center Fund	\$0.00
2025	41	Sinking Fund	\$902,910.39
Total AC 0101			\$2,717,363.19
AC 701188	Hydro-Eakly Activity Fund		
2025	11	General Fund	\$0.00
2025	21	Building Fund	\$0.00
2025	41	Sinking Fund	\$0.00
Total AC 701188			\$0.00
			\$2,717,363.19

Cash By Fund

2025	11	General Fund	\$1,400,430.07
2025	21	Building Fund	\$275,062.23
2025	22	Child Nutrition Programs Fund	\$66,410.76
2025	32	Building Bond Fund	\$72,549.74
2025	33	Event Center Fund	\$0.00
2025	41	Sinking Fund	\$902,910.39
			\$2,717,363.19

GENERAL FUND FY 2025													
Source of Rev.	Jul. 24	Aug. 24	Sept. 24	Oct. 24	Nov. 24	Dec. 24	Jan. 25	Feb. 25	Mar. 25	Apr. 25	May. 25	Jun. 25	Total
Ad Val Curr. Year 1110													
Ad Val. Prior Year 1120	2,879.68	2,266.09	5,576.15	2,255.99	1,345.05	84,021.85	860,102.34	89,928.50	8,555.05	83,965.82	30,452.87		1,158,371.48
Rev. Lieu of Taxes 1130						72.83	2,454.99	1,472.05	256.28	969.88	2,623.80		24,040.48
Interest Earnings 1311	4,075.50	3,669.29	2,676.46	2,288.68					2,040.78	9.96			2,050.74
Int. on Bond							2,111.87	4,742.17	5,360.82	5,902.09	5,722.04		44,482.57
Interest on Taxes 1352	2.17	1.71	1.37	3.89									
Insurance Loss Recovery 1510	5,750.00												
Damage to School 1530											400.00		400.00
OSAG Wrkmm's Comp 1550													
Misc. Reim. 1590													
Miner. Royal-Lease Rev1680	173.68	300.05											1,705.69
Refund-Prior Yr Expe 1690													
County 4 Mill 2100	470.21	948.87	677.87	270.94	339.23	7,236.59	63,226.67	15,927.39	10,422.36	21,505.98	4,608.22		27,960.00
County Apportion MTG 2200	533.67	821.01	551.78	647.16	487.76	524.64	549.67	679.40	432.52	665.95	935.43		125,632.33
Gross Production 3110	7,152.12	7,423.05	7,860.17	7,966.61	7,244.77	6,625.79	8,028.36	8,251.22	8,957.61	9,516.13	7,834.69		86,860.52
Motor Vehicle 3120	707.50	19,712.50	20,332.95	19,294.89	19,584.71	14,970.41	18,271.53	18,681.30	15,156.69	19,574.97	19,686.37		185,973.82
R.E.A. Tax 3130	8,323.60	9,882.50	11,551.61	11,514.33	10,714.22	9,357.93	8,124.10	8,863.96	10,262.86	10,365.09	9,206.10		108,166.30
St. Sch Land 3140	6,985.44	5,668.10	6,998.09	6,610.71	5,299.34	6,594.39	11,391.44	8,175.56	10,452.24	7,912.11	4,437.46		80,524.88
Vehicle Tax Stamp 3150													15.15
Frdln&Sal. Inc. Aid 3210		163,982.66	163,982.65	163,982.66	163,982.65	163,982.65	190,250.08	168,360.56	168,178.67	168,337.82	186,996.04		1,702,036.45
Ed. Flex Ben. 3250		37,619.04	38,539.45	38,079.24	38,079.24	38,361.64	38,135.71	35,111.39	37,703.66	37,703.68	41,892.97		381,226.02
Alt. Ed. & At Risk 3310													
Nat'l Board Cert Teach 3412													
Inspire to Teach 3413-305													
Reading Sufficiency 3415													
Slate Textbook 3420													
3436 Sch Resource Officer prog	2,963.00	180,866.62											
3439/375 Teacher Empowerment				27,000.00									
Homeslead Reim 3610		416.81											
Misc. State Rev. 3690													
Teach/mentor prog 3690/352													
ACE Technology 3690/ 361													
TSEIP 3690/175													
Compr. HS Vo Sal 3811-411			1,980.00										
Vo Prog Asst. 3812-412			3,250.00			3,280.00			1,980.00				10,520.00
Agtech/Lottery/d-3892-469						3,250.00			3,250.00				13,000.00
4689-counselor corps prev 799													
4689 -726 Science of Reading													
4689-725 OK paid student teaching			1,749.00										
FedRev.4689/prev799cares													
4689/cares 788 current													
4689/GEER 789													
4689 ESSER 795 AM. RES PLAN													
4689-ARP ESSER III LEAS PREV799	29,851.73												29,851.73
4689-793 Esser II													
4689-628 ARP IDEA Sp Ed flow													
Title I Basic-Prior Yr799		24,280.13											24,280.13
Title I Basic-511 4210													91,162.69
Title VI REAP 4271-586													0.00
Title REAP-annual 4180-588			31,559.60	4,743.68	4,743.68	4,743.68	55.36						45,846.00
Title II Part A													
IDEa Part B Prior Yr799		13,032.37											13,032.37
Idea Part B, Individ. 4310/621				21,164.31	10,581.72	10,582.28	10,582.09	10,581.06	10,581.06	10,581.06	10,581.24		95,234.82
Idea Part B Individ covid asst. 4310/617													
IDEA ARP SP ED FLOW 628													
Spec Ed PreSchool4340-641						5,694.34							5,694.34
ARP IDEA SP ED PRESCHOOL4340-643													0.00
Title IV SI Enrich Prog4442-552													
4617/456 Rehab Services				77.07									
Reim Act fund subs 5160													
Correcting Entry-5600		1,005.00	1,161.00	985.50	985.50	985.50	985.50	985.50	985.50	985.50	985.50		10,050.00
Lapsed Appropriations													
E-stopped warrants													
Cash Forward	1,012,606.77												1,012,606.77
Total	1,082,475.07	503,795.98	314,288.52	307,125.18	314,393.89	370,438.46	1,235,410.27	418,063.48	306,779.83	388,885.82	355,591.39		5,597,247.89

GENERAL FUND FY 2024													
Source of Rev.	Jul. 23	Aug. 23	Sept. 23	OCT. 23	Nov. 23	Dec. 23	Jan. 24	Feb. 24	Mar. 24	Apr. 24	May. 24	Jun. 24	Total
Ad Val Curr. Year 1110					2,512.66	112,706.70	849,219.60	89,178.76	7,484.90	67,518.55	39,443.75	3,763.80	1,171,828.72
Ad Val. Prior Year 1120	3,564.72	4,821.92	3,514.14	298.70	1,092.41	1,403.03	929.69	1,131.10		170.93	303.28	652.84	17,882.76
Rev. Lieu of Taxes 1130		361.26					7.33	1,953.80	9.09				2,331.48
Interest Earnings 1311	4,466.06	3,763.93	2,296.13	2,295.70	1,775.68	1,699.92	5,040.38	5,301.14	5,232.66	5,880.92	4,722.71	3,623.71	46,098.94
Int. on Bond													
Interest on Taxes 1352	1.96	1.36	2.16	2.14			1.46	44.98	93.93	57.38	19.21	31.23	258.23
Miner. Royal-Lease Rev1660	7,744.32	4,977.90	770.75	359.73	362.23	367.56	410.57	378.63	444.34	354.49	183.87	164.40	16,518.61
Misc. State Rev. 3690													
Refund-Prior Yr Expe 1680		16,320.00								14,280.00			30,600.00
County 4 Mill 2100	535.87	317.83	589.36	200.29	357.67	7,608.42	62,223.59	18,126.62	4,712.10	12,445.09	3,753.04	1,154.57	112,024.45
County Apporin MTG 2200	643.21	385.22	862.33	253.59	435.47	423.10	488.57	423.75	465.10	451.18	452.25	437.14	5,720.91
Gross Production 3110	7,889.29	7,789.67	7,755.84	9,256.89	9,374.91	9,349.78	8,217.35	7,781.70	9,360.73	8,548.08	8,595.36	8,405.88	102,325.48
Motor Vehicle 3120	3,258.34	18,144.18	18,991.41	18,129.13	17,717.74	15,829.37	15,658.15	16,276.90	18,736.19	21,129.26	23,162.78	20,104.17	207,137.62
R.E.A. Tax 3130	8,152.64	8,974.01	10,439.56	12,460.33	11,002.72	9,035.84	7,869.77	8,446.32	9,974.80	9,425.72	7,612.26	8,350.09	111,744.06
St. Sch Land 3140			4,206.73	7,014.74	5,562.78	5,843.71	9,783.25	8,584.51	5,804.56	6,316.38	4,789.34	12,062.51	69,968.51
Vehicle Tax Stamp 3150			7.23			4.82			2.41	12.85		4.82	32.13
Frdin&Sal. Inc. Aid 3210	163,405.05	163,405.05	163,405.04	163,405.05	163,405.04	163,405.05	137,551.75	158,973.42	159,151.83	159,067.19	176,969.78	170,297.13	1,779,036.33
Ed. Flex Ben. 3250	36,851.25	39,329.67	39,329.67	38,090.47	38,090.46	38,090.46	32,563.55	37,169.32	37,169.31	37,169.30	41,299.24	37,169.31	412,992.34
Alt. Ed. & At Risk 3310						2,989.51		1,494.76			1,494.75		5,979.02
Natl Board Cert Teach 3412									5,000.00				5,000.00
Reading Sufficiency 3415													8,448.00
Teachmentor prog 3690/352	1,000.00					8,448.00		600.00					1,600.00
ACE Technology 3690/ 361											2,397.55		2,397.55
TSEIP 3690/175								8,200.00					8,200.00
Reim Act Fund subs 5160													
OSAG-Wrkmm's Comp1550					2,119.04	2,119.04	1,366.84		651.72		1,059.52		7,316.16
Insurance Loss Recovery1510													
Damages to school1530													
4689-counselor corps prev 799													
4689 -726 Science of Reading													
FedRev 4689prev799cares													
4689/cares 788 current													
4689/GEER 789													
4689 ESSER 795 AM. RES PLAN						131,407.69							131,407.69
4689-ARP ESSER III LEAS PREV799		29,064.78											29,064.78
4689-793 Esser II													
4689-628 ARP IDEA Sp Ed flow													
Compr. HS Vo Sal 3811			1,980.00			3,280.00			1,980.00		3,280.00		10,520.00
Vo. Prog. Asst. 3812			3,250.00			3,250.00			3,250.00		3,250.00		13,000.00
Title VI REAP 4271 586							12,140.56	11,300.97				177.25	23,618.78
Title 1 Basic-Prior Yr789		20,473.35											20,473.35
Title I Basic-511 4210				24,286.55	12,140.56	12,140.56							87,660.63
Title REAP-smrural 4180-588			35,687.69	4,605.81	2,158.50				2,979.31	12,140.14	12,140.14	11,833.37	42,452.00
Title II Part A													
IDEa Part B Prior Yr799	839.84	11,676.75											12,516.59
Idea Part B. Individ. 4310/621			23,618.48	11,809.24	11,809.24	11,809.24	11,809.24	11,807.58	11,652.38	6,516.17	6,516.17	6,516.17	102,054.67
Idea Part B. Individ covid asst. 4310/617													
IDEA ARP SP ED FLOW 628													
Spec Ed PreSchool4340-641				5,256.72	296.18								5,552.90
ARP IDEA SP ED PRESCHOOL4340-643													
State Textbook 3420		31,451.81					734.71						32,186.52
Title IV Safe & Drug													
OETT Grant pro 173													
Title IV St Enrich Prog4442-552								839.17	9,160.83			129.52	10,129.52
Correcting Entry-5600				335.85									335.85
P-EBT LOCAL ADMIN													
CPN ProfSidsAs767- 4770													
Agtechgr/lotteryfd-3892-469													
Lapsed Appropriations													
E-stopped warrants													
Misc. Reim. 1590	1,045.33				534.98	18.00	148.26			516.89	8,140.00		10,403.46
Cash Forward	967,759.61												967,759.61
total	1,006,901.19	358,780.27	293,088.04	309,870.17	280,748.27	541,231.28	1,156,208.14	388,062.38	293,279.64	361,945.56	349,585.00	285,523.91	5,625,223.86

FY25 Building Fund Revenue

Source	24-Jul	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec	25-Jan	25-Feb	25-Mar	25-Apr	25-May	25-Jun Total
Ad Val Current 1110					191.99	11,993.16	122,788.75	12,837.54	1,221.23	11,985.83	4,347.16	165,365.66
Ad Val Prior 1120	411.04	323.46	795.93	322.03	458.61	10.40	350.44	210.18	36.57	138.46	374.55	3,431.67
Rev in Lieu of taxes												
Interest on Taxes												
County 4 Mill												
St Sch Land Earnings												
Farm Imple. Tax Simp												
Add Homestead Reimb												
Redbud assis 3435-318	89,787.53							46,781.04				136,568.57
Sale Real Estate 1430												
Cash Forward	183,521.54											183,521.54
Correcting Entry												
Total	273,720.11	323.46	795.93	322.03	650.60	12,003.56	123,139.19	59,828.76	1,257.80	12,124.29	4,721.71	488,887.44

FY25 Child Nutrition Fund Revenue

Source	24-Jul	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec	25-Jan	25-Feb	25-Mar	25-Apr	25-May	25-Jun Total
Student Lunches												
Adult Lunches/Brkfts												
Contr. Lunch/Bk Mk/Sup												
Oth. Distr. Rev. (CNP)												
St. Matching 3720 pro385							845.72				845.72	1,691.44
Fed. Reimb. Lunch 4710	926.55		8,738.81		20,413.04	9,121.94	8,582.69	10,899.21	9,088.18	8,201.66	10,148.58	86,120.66
Fed. Reimb. Brkfst 4720	494.13				7,099.80	3,316.00	2,744.10	3,485.43	2,680.75	2,767.15	3,171.13	25,758.49
Transfer Child Nut Act 5150		5,753.10		6,022.95	2,506.25	2,025.00	3,958.95	3,156.50	1,810.00	2,751.25	630.63	28,614.63
Cash Forward	74,899.05		2,897.71									
Rebate on equipment												
Sale of Equipment 1440												
P-EBT Local 760												
USDA Supply chain												
Eslopped Warrants												
Total	76,319.73	5,753.10	11,636.52	6,022.95	30,019.09	14,462.94	16,131.46	17,541.14	13,578.93	13,720.06	14,796.06	219,981.98

FY25 Sinking Fund Revenue

Source	24-Jul	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec	25-Jan	25-Feb	25-Mar	25-Apr	25-May	25-Jun Total
Ad Val Tx 1110current					1,015.61	63,431.62	634,575.14	66,903.93	6,385.03	62,855.55	22,703.67	857,870.55
Ad Val Tx 1120prior	1,768.46	1,313.80	3,335.47	1,514.99	1,837.00	47.94	1,590.14	816.74	169.06	565.79	1,947.53	14,906.92
Premium on Bonds 5111												
Int on Bond Sale 1340	2,052.75											2,052.75
Cash Forward	28,080.17											
Total	31,901.38	1,313.80	3,335.47	1,514.99	2,852.61	63,479.56	636,165.28	67,720.67	6,554.09	63,421.34	24,651.20	902,910.39

FY24 Building Fund Revenue

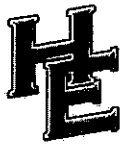
Source	Jul. 23	Aug. 23	Sept. 23	Oct. 23	Nov. 23	Dec. 23	Jan. 24	Feb. 24	Mar. 24	Apr. 24	May. 24	Jun. 24	Total
Ad Val Current 1110					358.65	16,088.62	121,235.57	12,730.05	1,068.44	9,638.13	5,630.38	537.27	167,287.11
Ad Val Prior 1120	508.83	688.35	501.60	42.64	155.92	200.27	132.70	161.44		24.40	43.29	93.20	2,552.64
Rev in Lieu of taxes													
Interest on Taxes													
County 4 Mill													
St Sch Land Earnings													
Farm Imple. Tax Strp													
Add Homestead Reimb													
Redbud assis 3435-318							44,993.78					44,793.75	89,787.53
Sale Real Estate 1430													
Cash Forward	178,640.01												178,640.01
Correcting Entry													
Total	179,148.84	688.35	501.60	42.64	514.57	16,288.89	166,362.05	12,891.49	1,068.44	9,662.53	5,673.67	45,424.22	438,267.29

FY24 Child Nutrition Fund Revenue

Source	Jul. 23	Aug. 23	Sept. 23	Oct. 23	Nov. 23	Dec. 23	Jan. 24	Feb. 24	Mar. 24	Apr. 24	May. 24	Jun. 24	Total
Student Lunches													
Adult Lunches/Brkfts													
Contr. Lunch/Bk Mk/Sup													
Oth. Distr. Rev. (CNP)													
St. Matching 3720 pro385								888.97			888.97		1,777.94
Fed. Reimb. Lunch 4710			9,509.65	12,113.00	11,351.45	10,805.75	7,074.55	12,085.55	12,235.00	9,775.95	11,200.10	6,079.90	102,230.90
Fed. Reimb. Brkfst 4720	531.33		3,376.15	4,249.31	4,027.28	4,073.03	2,350.62	4,082.49	4,352.68	3,451.62	3,851.48	1,974.25	36,320.24
Transfer Child Nut Act 5150				13,854.24	3,241.75	1,958.50	3,344.19	3,646.37	2,112.64		3,840.26		31,997.85
Cash Forward	88,466.74												88,466.74
Rebate on equipment													
Sale of Equipment 1440													
P-EBT Local 760													
USDA Supply chain			16,312.09										16,312.09
Esstopped Warrants													
Total	88,998.07		29,197.89	30,216.55	18,620.48	16,837.28	12,769.36	20,703.38	18,700.22	13,227.57	19,780.81	8,054.15	277,105.76

FY24 Sinking Fund Revenue

Source	Jul. 23	Aug. 23	Sept. 23	Oct. 23	Nov. 23	Dec. 23	Jan. 24	Feb. 24	Mar. 24	Apr. 23	May. 24	Jun. 24	Total
Ad Val Tx 1110current					1,447.87	64,313.33	477,938.60	50,892.83	4,286.61	38,475.34	22,582.88	2,149.47	662,086.93
Ad Val Tx 1120prior	2,600.39	3,503.66	2,747.46	248.31	870.06	1,122.53	707.34	867.10		133.02	242.23	506.21	13,548.31
Premium on Bond 5111													
Int on Bond Sale 1340	524.48												524.48
Cash Forward	100,645.45												100,645.45
Total	103,770.32	3,503.66	2,747.46	248.31	2,317.93	65,435.86	478,645.94	51,759.93	4,286.61	38,608.36	22,825.11	2,655.68	776,805.17



HYDRO-EAKLY PUBLIC SCHOOLS

Jeremy Bussey, Superintendent

Teri Kimble, 6th – 12th Grade Principal

Jeremy Tharp, Pre-K – 5th Grade Principal

Challenging Students to Achieve a Productive Future of Excellence!

This agreement, made and entered in to this 9th day of June 2025 for the 2025-2026 school year by and between Hydro-Eakly Public School District Number I-011, Caddo County, Hydro, Oklahoma hereinafter referred to as the "District" and Chris Klaassen, Hereafter referred to as "Teacher".

WHEREAS, the District and the Teacher desire to enter into a written agreement setting forth the terms of the agreed relationship between them,

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. USE OF PRIVATELY-OWNED VEHICLE OF A MODEL YEAR NO MORE THAN SEVEN YEARS PRIOR TO THE DATE OF THIS AGREEMENT AS THE AGRICULTURE EDUCATION AND FFA TRUCK: The Teacher will provide a truck to be used as the Vo-Ag school truck for the 2024-2025 school year. The said ag truck is VIN# [REDACTED].
2. COMPENSATION: The District will compensate the Teacher according to the following rates:
Monthly allotment \$1500.00 *Same as last year*
3. INSURANCE: The Teacher will pay his own insurance premium with his own insurance provider.
4. MAINTENANCE OF VEHICLE: The Teacher will provide total maintenance of the vehicle. The District will not be responsible for the general and/or major maintenance cost of the vehicle. The Teacher will be responsible to maintain the vehicle in accordance with the standard of all school provided vehicles.
5. The District will provide one complete set of tires every two years if it is determined that new tires are needed.
6. TERMINATION: District may terminate this Lease upon sixty (60) days written notice provide to Teacher. Teacher may terminate this Lease upon sixty (60) days written notice provided to District.
7. ENFORCEMENT: The prevailing party in any action arising out of this agreement will be entitled to the costs of the action and its reasonable attorneys' fees in an amount determined by the court.
8. AMENDMENT AND ASSIGNABILITY: This Lease may not be modified, changed, or varied except by a written instrument signed by the parties. This Lease shall not be assigned by either party unless the other party agrees to the assignment in writing.
9. CONSTRUCTION: This Lease shall be interpreted and construed according to the laws of the State of Oklahoma.

Date: _____

"District"

"Teacher"

Superintendent of Schools

Vo Ag Teacher

Printed name

Printed name

13



Oklahoma School Assurance Group

May 23, 2025

Jeremy Bussey
Hydro Eakly School District
407 E 7th St
Hydro, OK 73048

Re: 2025-2026 OSAG Workers' Compensation Insurance Quote

The policy will automatically renew on 7/1/25 – No action needed.

Dear Jeremy Bussey,

Thank you for helping to make OSAG the largest provider of workers' compensation to public schools in Oklahoma. Your 2025-2026 OSAG renewal quote is as follows:

**Total 2025-2026 OSAG Workers' Compensation
Renewal Premium including Dividend/Credits:**

*\$ last yr \$18,264 -
decrease of
\$1047*

\$17,217.00
Non-Auditable

****Your OSAG policy also contains Employers' Liability Limits of \$1,000,000/\$1,000,000/\$1,000,000***

Active membership in the Oklahoma School Assurance Group provides an array of benefits for your district, including continued membership *performance dividend awards*. The membership dividend is based on an overall favorable group loss ratio.

About the OSAG Proposal:

*The Membership Dividend is the maximum amount that may be awarded to an active member as a performance dividend. This figure is based on individual district loss performance.

*All members that renew with OSAG have a *Membership Dividend* associated with active membership.
To receive the Membership Dividend, a member must be active with paid premium.

****OSAG has awarded \$500,000 in Safety Equipment Grants, as well as a \$250,000 Shared Premium Credit awarded to all active members in 2024-2025. OSAG grants/credits are predicted to continue in the future for all active members.***

****See enclosed listing of all OSAG member benefits – ALL at NO COST to members!**

P.O. Box 18858, Oklahoma City, Oklahoma 73154
Ph: 800-699-5905 Fax: 405-842-0051 www.okschoolassurancegroup.org

The Oklahoma School Assurance Group is an Interlocal Cooperation Act Agency of Schools Providing Workers' Compensation

PRECISION TESTING LABORATORIES, INC.
ASBESTOS OPERATIONS AND MAINTENANCE CONTRACT

This contract is entered into on this 1st day of July, 2025, by and between **PRECISION TESTING LABORATORIES, INC., PO Box 814, 9216 West 2nd Street, Stillwater, OK 74076** and the Hydro-Eakly Schools for the Fiscal Year July 1, 2025, to June 30, 2026.

- A. Precision Testing Laboratories, Inc. will complete one (1) semi-annual (ACM) surveillance. The second semi-annual surveillance is to be completed by school personnel. Precision Testing Labs will perform the second surveillance for an additional fee.
- B. Precision Testing Laboratories, Inc. will include the required 3-year AHERA Surveillance, provided the district has participated in the annual retainer program for three years. Precision Testing Laboratories (PTL) will complete the required surveillance paperwork presently related to Asbestos Hazardous Emergency Response Act (AHERA) in compliance with the law and its regulations. Any major added future requirements could necessitate an adjustment.
- C. If you need work done in your facilities, PTL will provide a qualified responsive Operation and Maintenance team for an hourly contract rate to handle emergencies.
1. The services listed below are \$72.50 per man-hour for on-site service. This cost includes liability insurance and asbestos worker's compensation insurance for the contract workers. Normally, insurance policies exclude asbestos coverage.
 - a. On-site consulting services
 - b. On-site public relations meetings with public groups
 - c. On-site emergency response actions
 - d. The minimum charge per episode is \$250.00
 2. For removal services listed below, the cost is \$72.50 per man-hour for an on-site Asbestos Supervisor and \$57.50 per man-hour for each Asbestos Worker. Mileage is charged at \$.50 per mile both ways. If ACM waste results from the removal, an additional charge of \$250.00 for hauling will be assessed.
Precision Testing Laboratories, Inc. shall use only those companies licensed and insured by the Oklahoma Department of Labor for transporting ACM. Precision Testing Laboratories, Inc. will dispose of all ACM according to all Federal and State Regulations.
 - a. Glovebag operations - including air samples.
 - b. Encapsulation activities.
 - c. Repair and maintenance in damaged areas.
 - d. For enclosure, glovebag, repair and/or replacement projects, the actual

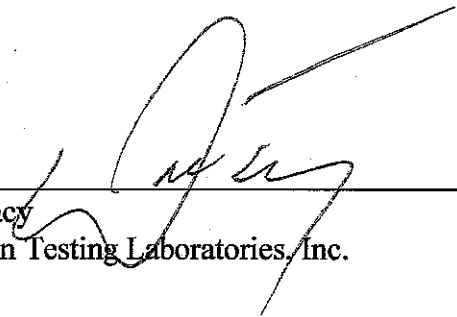

Same as
last
yr

cost of materials are charged to the School District.

- e. A minimum charge per episode for this service is \$500.00, plus mileage, actual cost of materials and hauling charge.
- D. Precision Testing Laboratories, Inc. will provide emergency response action consultation by telephone at no cost.
- E. Our insurance protects the School District when work is performed on the job site. Insurance certificates for Liability insurance, automobile insurance and worker's compensation insurance coverage will be provided to the School District when requested.
- F. Precision Testing Laboratories, Inc. will provide on-site assistance to the School District when inspected by Federal or State AHERA agencies, if requested. The only charge will be mileage.
- G. This writing represents the entire agreement between the parties and may be modified only in writing signed by the parties and specifically referring to this agreement.

The total cost for the above service is an annual retainer fee of \$750.00. Since this is an ongoing surveillance, it is due and payable when the contract is approved.

This offer from Precision Testing Laboratories, Inc. is made and bound by the signature below:



Dan Tracy
Precision Testing Laboratories, Inc.

★
Same
fees
as last
year

This contract is accepted by: _____
Jeremy Bussey, Supt.

Date: _____



Oklahoma Schools
Insurance Group

Revised

Hydro-Eakly Public Schools
407 East 7th
Hydro, OK 73048

This is not an invoice.

Breakdown of Insurance Cost

Annual Premium Breakdown

Property: \$169,854
Boiler & Machinery: \$803
Auto Physical Dmg: \$2,835
General Liability: \$2,422
Auto Liability: \$3,231
Educators Legal: \$2,422
Excess Liability: \$1,632

Total Annual: \$183,199

decrease of \$16,252

* last year \$199,451

A 25% minimum earned premium applies.

Your historical billed premiums, total insured values and loss information are shown in the charts below.

Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Total Values	\$24,412,403	\$28,320,778	\$28,165,282	\$29,637,748	\$31,963,392	\$48,063,471
Premium	\$52,186	\$61,977	\$89,638	\$101,007	\$130,722	\$199,974
Distribution	\$2,306	\$0	\$0	\$0	\$0	\$0

Number of Claims:	Insurance Cost Paid to OSIG (incl Endts):	Incurred Claims:	Loss Ratio:
6	\$634,984	\$15,109	2.38%

Your losses are considered in the calculation of the cost of your insurance. Your dedication to maintaining your property and providing safe campuses for your students and community will result in savings in the cost of your insurance.

Payment Terms

Payment of the insurance cost is due the effective date of your coverage. **A copy of your purchase order encumbering funds for payment of your insurance should be provided to OSIG as soon as available.** A three (3) payment plan option is available.

Installment #1 1/3 of total due 7/1/25
Installment #2 1/3 of total due 8/1/25
Installment #3 1/3 of total due 9/1/25



Oklahoma Schools
Insurance Group

Resolution of Hydro-Eakly Public Schools to Join Oklahoma Schools Insurance Group

Whereas, Oklahoma Schools Insurance Group ("OSIG") is an Oklahoma interlocal formed in accordance with Oklahoma law to enable Oklahoma School Districts to cooperate with each other to procure insurance services, benefits and insure against losses and possible liabilities in the most cost effective manner; and

Whereas, Hydro-Eakly Public Schools is an Oklahoma public school district ("the District"); and

Whereas, OSIG has provided to the District a Plan Document which includes a quotation for certain insurance coverages for the 2025-2026 plan year; and

Whereas, the quotation is acceptable to the District;

Now, therefore be it resolved, that the District hereby joins OSIG as a Member;

Be it further resolved, that so long as the District remains as a Member, the District shall comply with OSIG's bylaws, the Plan Document and OSIG claim reporting procedures; and

Be it further resolved, that by the adoption and signing of this resolution, Hydro-Eakly Public Schools understands and agrees that school district members are responsible for their own loss experience and will not be singly responsible for other members' losses.

Date: _____

Hydro-Eakly Public Schools By:

Attest:

President, Board of Education

Clerk, Board of Education

Claborn Services LLC
Consulting Agreement to Provide E-Rate Services

Claborn Services LLC proposes to provide E-Rate services to assist the Hydro-Eakly Public School District, Hydro, OK, for the application filing, funding and compliance with the Universal Service Discount Mechanism for Schools & Libraries (E-Rate Program).

The following services related to the filing of the E-Rate FY 2025-26 and FY 2026-27 applications are included in the standard annual fee:

- CIPA Compliance Review
- Form 470 Preparation and Submission including Solicitation and Assistance with Evaluation of Bids
- Form 471 Preparation and Submission including Discount Calculation and Contracts
- Assistance with Program Integrity Assurance (PIA) Review
- Form 486, Acceptance of Funding
- Any required appeals, SPIN changes, service substitutions
- Preparation and organization of all documentation
- Assistance with Form 472 BEAR Forms and Service Provider Correspondence to establish billed credits
- Review of service provider bills to ensure full credit is provided to the district
- Support and assistance for any additional USAC initiated requests for information such as selective review information requests, high cost reviews and other reviews from USAC
- Assistance with OUSF funding application

FEES

Professional Fees for the E-Rate services described above are:

Services	Amount
2025-26/27 E-Rate Application	\$2,500
Total	\$2,500

An invoice will be provided to the district upon signed completion of this agreement.

** Same fee as last yr*

TERMINATION

Either party may, upon 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. Claborn Services LLC will be released from responsibility for the filing of your application and any related follow up work or SLD/USAC reviews immediately upon receipt of the termination notice.

LIABILITY

Claborn Services LLC will make every reasonable effort to avoid any errors or omissions in the services or advice that is provided to the Hydro-Eakly Public School District. 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 to you. Our liability is also limited to you and any recommendations provided to you may be used or relied upon by any other parties. Disputes with the Universal Service Administrative Company (USC) regarding the interpretation of the rules will not constitute an error or omission if you have been advised of the difference in opinion.

If you find this arrangement acceptable, please acknowledge your agreement by signing and returning a copy of the signed agreement to Claborn Services LLC.

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

FOR:

Hydro-Eakly Public School District
Hydro, OK

Jeremy Bussey, Superintendent

Date

FOR:

Claborn Services LLC
Apache, OK

Kathe Claborn

Kathe Claborn, Owner

5/27/2025

Date

OCCUPATIONAL THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as of the 1st day of July 2025, by and between Lecia Fischer, COTA/L and Hydro-Eakly Public Schools.

Whereas, the Hydro-Eakly Public Schools and Lecia Fischer, COTA/L desire to enter into a written agreement setting forth the terms of the Occupational Therapy Services Contract relationship between them.

Now, therefore in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. **Duties of the Occupational Therapist:** The Occupational Therapist shall perform all evaluations and supervision of the Occupational Therapy Assistant for the Hydro-Eakly Public Schools as may be required.
2. **Duties of the Occupational Therapy Assistant:** Under the supervision of the Occupational Therapist, the Occupational Therapy Assistant shall perform Occupational Therapy duties for the Hydro-Eakly Public Schools and shall devote such time, skill and experience of these duties as may be required.
3. **Contract Relationship Between Parties:** Hydro-Eakly Public Schools and Lecia Fischer, COTA/L agree and understand that the relationship between them is based on a contract only and is not an employer/employee relationship. Hydro-Eakly Public Schools acknowledge that has not the right to control the means and methods by which, Lecia Fischer, COTA/L performs duties, so long as those methods constitute sound, prudent and professional Occupational Therapy practices. Lecia Fischer, COTA/L understands she is self-employed however, Hydro-Eakly Public Schools shall report any income received pursuant to this agreement for local, state, and federal income tax purposes, and for all other tax purposes. Also, to report any withholding, social security, federal employment or any other taxes which may be payable arising out of the relationship with Hydro-Eakly Public Schools. In the event of an unexpected illness or injury, a medically prescribed work restriction would be respected, as would Continuing Education, which is required to keep one's license.
4. **Compensation:** Hydro-Eakly Public Schools shall pay a rate of \$800.00 per week, with the exception of Christmas vacation and Spring Break weeks. Billing will be turned in on the first business day of the month and therefore, payment for services due will be no later than the 15th of the month in which the school was billed.
5. **Term:** The term of this agreement shall be for the school year 2025-2026.
6. **Insurance:** During the term of this agreement, Hydro-Eakly Public Schools will not provide accident insurance or health insurance to Lecia Fischer, COTA/L or any other fringe benefits. Lecia Fischer, COTA/L will be responsible for her own professional liability or malpractice insurance in amounts deemed necessary.

*
Same
as last
year

This agreement is signed by:

Therapist:

Lecia Fischer, COTA/L

Date:

06-09-2025

Supt. of Schools:

Date:

PHYSICAL THERAPY CONTRACT SERVICES AGREEMENT

This agreement is made and entered into as of the 1st day of July 2025, by and between Jenna Scales, PTA and Hydro-Eakly Public Schools.

Whereas, the Hydro-Eakly Public Schools and Jenna Scales, desire to enter into a written agreement setting forth the terms of the Physical Therapy services contract relationship between them.

Now, therefore in consideration of the covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. **Duties of the Physical Therapist:** The Physical Therapist shall perform all evaluations and supervision of the Physical Therapy Assistant for the Hydro-Eakly Public Schools as may be required.
2. **Duties of the Physical Therapy Assistant:** Under the supervision of the Physical Therapist, the Physical Therapy Assistant shall perform Physical Therapy duties for the Hydro-Eakly Public Schools and shall devote such time, skill and experience towards the performance of these duties as may be required.
3. **Contract Relationship Between Parties:** Hydro-Eakly Public Schools and Jenna Scales, PTA, agree and understand that the relationship between them is based on contract only and is not an employer/employee relationship. Hydro-Eakly Public Schools acknowledge that has not the right to control the means and methods by which, Jenna Scales, PTA performs duties, so long as those methods constitute sound, prudent and professional physical therapy practices. Jenna Scales, PTA understands she is self-employed however, Hydro-Eakly Public Schools shall report any income received pursuant to this agreement for local, state, and federal income tax purposes, and for all other tax purposes. Also, to report any withholding, social security, federal unemployment or any other taxes which may be payable arising out of the relationship with Hydro-Eakly Public Schools. In the event of an unexpected illness or injury, a medically prescribed work restriction would be respected, as would Continuing Education, which is required to keep one's license.
4. **Compensation:** Hydro-Eakly Public Schools shall pay a rate of \$800.00 per week, with the exception of Christmas vacation and Spring break weeks. Billing will be turned in on the first business day of the month and therefore, payment for services due will be no later than the 15th of the month in which the school was billed.
5. **Term:** The term of this agreement shall be for the school year 2025-2026.
6. **Insurance:** During the term of this agreement, Hydro-Eakly Public Schools will not provide accident insurance or health insurance to Jenna Scales, PTA or any other fringe benefits, Jenna Scales, PTA will be responsible for her own professional liability or malpractice insurance in amounts deemed necessary.

* Same as last year

This agreement is signed by:

Therapist: Jenna Scales Date: 6-9-25

Supt. Of Schools: _____ Date: _____

Hydro-Eakly Public Schools Occupational Therapy Services Agreement

This agreement is made and entered into for the 2025-2026 school year and any Extended School Year (ESY) services deemed necessary by and between **Scissortail Therapy, LLC** (contractor) and **Hydro-Eakly Public Schools (MPS)**.

The parties agree as follows:

1. Contractor will provide occupational therapy services for students attending Hydro-Eakly Public Schools without regard to sex, race, color, religion, national origin, or handicap needing and ordered occupational therapy.
2. As full compensation for its services hereunder, Hydro-Eakly Public Schools agrees to pay contractor \$80.00/hour. Invoices will be due by the 10th of the following month. Payment will be rendered the ensuing month. Hydro-Eakly Public Schools is responsible for payment for travel of the contractor to/from the school at \$80.00/hour. Services may include and are not limited to OT screening and evaluations, treatment, consultation, documentation, and IEP meetings.
3. Contractor will provide evidence of licensure by the state of Oklahoma.
4. Contractor will maintain confidentiality of any privileged information learned regarding the student's or family member's medical, educational, or personal information.
5. This agreement will become effective when signed by both parties and will end on June 30, 2026.
6. This agreement shall also be terminated upon the first to occur of the following:
 - a. In the event the contractor and Hydro-Eakly Public Schools agree in writing, this agreement may be terminated.
 - b. This agreement may be terminated at any time for any reason whatsoever by either party upon 30 days prior written notice of termination.
 - c. This agreement shall terminate forthwith in the event Hydro-Eakly Public Schools shall fail to pay to contractor any compensation payable.
7. Contractor shall maintain, at contractor's sole cost and expense, professional liability insurance.
8. Any notice permitted or required to be given hereunder shall be addressed as follows:

If to Entity: Hydro-Eakly Public Schools
 407 East Seventh St
 Hydro, OK 73048

If to Contractor: Scissortail Therapy, LLC
 612 N 4th St
 Marlow, OK 73055

Or to such other address the parties may designate as in writing from time to time.

9. This agreement is to be construed according to the laws of the State of Oklahoma.

★
Same
as
last yr

10. This agreement contains the entire understanding of the parties with respect to the subject matter of this agreement. This agreement supersedes all prior agreements and understandings between the parties with respect to its subject matter.
11. Only a written instrument duly executed by all of the parties involved may amend this agreement.

In witness whereof, the parties have executed and delivered this Agreement on the date first written above.

Hydro-Eakly Public Schools:

Superintendent

Contractor:

Christy Gates, OTR/L
Scissortail Therapy, LLC

**Local Education Authority/Head Start Agreement
For
Disability Services
2025-2026**

This is an agreement between **Hydro-Eakly public school**, hereafter referred to as the Local Education Authority (LEA), and **Washita Valley CAC Head Start**, for the purpose of affirming the right of all children to a free and appropriate education regardless of type or severity of disability as indicated by the Individualized Education Plan (IEP). The LEA will carry out the regulatory provisions of services under the Individuals with Disabilities Education Act (IDEA). Head Start will carry out all the Head Start Performance Standards on Services for Children with Disabilities (45 CFR 1308). This document will outline the duties and responsibilities of each party to ensure that children, who live in the LEA's district, whether serviced by Head Start or jointly by the LEA and Head Start, will receive services as required by the IEP. Both parties must agree upon any changes to this agreement.

The LEA (Department of Special Education) agrees to:

- A. Utilize the Head Start Disabilities Content Area Manager (Special Services Manager) or the Head Start Program Director as the Head Start contact representative; (See Attachment A)
- B. Evaluate children ages 3-5 years old suspected to have a disability in accordance with 34 CFR 300.320 Initial Evaluation following the districts pre-referral process.
- C. Notify parents of their rights according to the Individuals with Education Act (IDEA).
- D. Provide appropriate state certified personnel to conduct assessments, including educational diagnosticians, school psychologists, speech pathologists, physical therapist, etc., as appropriate.
- E. Assemble a Multidisciplinary Team and conduct a meeting to jointly determine eligibility, placement, IEP, and related services to be provided within the guidelines of State and Federal Laws.
- F. The LEA shall ensure the provision of appropriate special education and related services to those eligible children with disabilities under IDEA enrolled in the Head Start Program. All IDEA services for which the child is eligible will be documented on the IEP with the responsible person(s)/agency specified for the provision of each service.
- G. Provide written notice of meetings to the Head Start Special Services Manager so that a Head Start representative may be involved in the IEP.
- H. Provide the Head Start Special Services Manager with a copy of meeting notification, MEEGS, and IEP.
- I. Provide Head Start Special Services Manager with a copy of each jointly placed child's progress notes/ reports.

- J. The LEA will maintain and submit to the OSDE/SES the annual child count of IDEA eligible preschool children with disabilities served in the LEA and by the Head Start Program.
- K. Utilize Oklahoma State Department of Education and Head Start Performance Standards 45 CFR 1308 criteria for the determination of eligibility.

Head Start and LEA jointly agree to.

- A. Obtain parent's written consent prior to testing/ evaluations;
- B. Provide transportation to and from the Head Start center for provision of special education and related services.
- C. Make every effort to meaningfully involve the child's parents in assessment and development of the IEP and the implementation of the educational program.
- D. Implement joint placement of the 3- to 5-year-old children identified by the Multidisciplinary Team as needing such placements.
- E. Share personnel as appropriate.
- F. Provide training for staff and parents as appropriate.
- G. Maintain confidentiality of records according to agency and state requirements.
- H. Provide for the effective transition of children with disabilities into early childhood/Head Start program and into future settings.
- I. Provide for accessibility of facilities for children with disabilities and their families.
- J. The Head Start or LEA will obtain parental consent for exchange of information between the two programs using the State of Oklahoma Standard Form: consent for Release of Confidential Information.

The Head Start program agrees to.

- A. Provide the comprehensive services of Head Start to all children placed in Head Start by the Multidisciplinary Team meeting as funds available.
- B. Use the following procedures in referring children with suspected disabilities to the LEA:
 - 1. Administer the Brigance Preschool Screen and health screenings.
 - 2. Identify children with suspected disabilities.
 - 3. Observe the child.
 - 4. Refer the child to the LEA with parent permission and referral form.

- C. Follow the remaining procedures for the LEA flow process for referral, admittance, review, and dismissal.
- D. Provide space for the evaluation of children and conducting of Multidisciplinary Team meetings.
- E. Provide the services of the Head Start Special Services Manager to support the special and regular education staff in provision of services.
- F. Provide additional training for staff and parents, as needed.
- G. Participate with the education agency in the Child Find program as outlined by the LEA.
- H. Report children with disabilities being serviced by the Head Start program to the education agency as requested for the Child Count/ Child Find purposes.
- I. Notify the Special Education supervisor of needs to be considered at the team meeting prior to the meeting (e.g., further evaluations, equipment, etc.).
- J. Provide transition services in future placement settings.
- K. Provide additional resources and materials as appropriate to assist in the meeting of the child's IEP as funding allows.
- L. Develop the IEP with the input and consent given by the parent(s).
- M. Provide criteria for the assigned education diagnostician(s) and speech pathologist(s) in the use of ACYF eligibility.

Resolution of Dispute:

- A. The dispute will first be brought to the attention of the LEA special education director and the Head Start Director and/or the Head Start Special Services Manager to seek resolution of dispute.
- B. If the issue is not resolved, the matter will then be submitted in writing to the Head Start Director and the LEA Superintendent to facilitate resolution.
- C. If the issue is not resolved, as described in section VIII B, then the matter will be submitted in writing to the OSDE/SES, for assistance in the resolution of any IDEA dispute between the LEA and Head Start.
- D. If the issue is not resolved and is an issue under the Head Start Program Performance Standards 45 CFR 1308 the matter will be submitted in writing to the Administration on Children Families Region VI office.

Washita Valley CAC Head Start
Executive Director/ Head Start/ Early Head Start Director: Liane Howell
Special Services Manager: Stephanie Dalton
Chickasha, OK 73023
Phone 405- 224-5831 extension 105
Fax 405- 222-4303

ACF Regional Office
1301 Young Street room # 937
Dallas, TX 75202
Phone 214-767-9648

Head Start State Collaboration Office
605 Centennial Blvd.
Edmond, OK 73013
Phone 405-949-1495

Executive Director/Head Start Director/EHS Dir.

Date

Superintendent

Date

Special Education Director

Date

Memorandum of Understanding
Between
Washita Valley Community Action Council
and
Hydro Public School
2025-2026

Head Start is a nation-wide Federal grant program funded by the U.S. Department of Health and Human Services. It is a comprehensive child development program for families with young children in the areas of education, social services, health, and family involvement. Head Start preschool programs are for children from 3 to 5 years of age and their families.

Head Start is mandated to assume a leadership role in the development of partnerships with community agencies and service providers. Each Head Start must have a written agreement with the local education agency (LEA) to coordinate and collaborate to best meet the needs of children and their families.

I. Purpose of Agreement

- A. To improve availability and the quality of services for children, age three through age five, and their families who reside in the service area
- B. To support children's optimal development and readiness for entry into public school and success
- C. To address the unique strengths and needs of the local population, such as homeless, migrant, or non-English speaking families
- D. To promote collaboration regarding shared use of transportation, facilities, and other resources, as appropriate
- E. To promote further collaboration to reduce duplication and enhance efficiency of services
- F. To define the roles and responsibilities of the named parties toward coordination and greater collaboration; enhance linkages and relationships; and exchange information on the provision of educational and noneducational services
- G. Coordinate a comprehensive system of activities, policies, and procedures among the named parties which guide and support their delivery of services to children and their families

II. Authority

- A. Head Start's responsibility for coordination and collaboration with the appropriate local entity responsible for managing publicly funded preschool programs in the service area of the Head Start agency is mandated in the Head Start Act: Public Law 110-134 "Improving Head Start for School Readiness Act of 2007."

III. Guiding Principles

- Create and maintain a meaningful partnership to promote school readiness so that children from low-income families in Head Start programs, or who are preschool age, may receive comprehensive services to prepare them for elementary school and to address any potential "achievement gap".
- Develop successful linkages within the context of No Child Left Behind Act of 2001, the Head Start Act (2007), and State of Oklahoma legislation, policies, and procedures
- Plan and implement strategies based on practice and research that have proven to support children's school success
- Respect the uniqueness of each program's needs and resources
- Promote the involvement of members of the early care and education communities
- Share commitment, cooperation, and collaboration for a coordinated service delivery system

IV. Joint Roles

The Public School and Washita Valley Community Action Council will work together for the review, coordination, collaboration, alignment, and implementation of each of the following 10 activities, as required by the Head Start Act.

- A. Educational activities, curricular objectives, and instruction
1. Use a research-based early childhood curriculum that is aligned with the Head Start Child Outcomes Framework and State early learning standards. Washita Valley CAC Head Start is using the Creative Curriculum and assessment system which aligns with the State Department of Education PASS skills
 2. Establish ongoing communications between WVCAC and local educational agency for developing continuity of developmentally appropriate curricular objectives, and for shared expectations for children's learning and development as the children transition to school

- B. Public information dissemination and access to programs for families contacting the Head Start program or any of the preschool programs
- C. Selection priorities for eligible children to be served by both programs
- D. Service areas
- E. Staff training, including opportunities for joint staff training on topics such as academic content standards, instructional methods, curricula, and social and emotional development
 - 1. Organize and participate in joint training when possible, including transition-related training for school staff and Head Start staff
- F. Program technical assistance
 - 1. Link the services provided in the Head Start program with educational services, including services relating to language, literacy, and numeracy, provided by such local educational agency
- G. Provision of additional services to meet the needs of working parents, as applicable
- H. Communication and parent outreach for smooth transitions to kindergarten
 - 1. Develop and implement a systematic procedure for transferring, with parental consent, Head Start program records for each participating child to the school in which such child will enroll
 - 2. Establish transition policies and procedures that support children transitioning to school, including engaging the local educational agency in the establishment of such policies
 - 3. Help parents of limited English proficient children understand—
 - (A) The instructional and other services provided by the school in which such child will enroll after participation in Head Start; and
 - (B) As appropriate, the information provided to parents of limited English proficient children under section 3302 of the Elementary and Secondary Education Act of 1965 (20 U.S.C. 7012)
 - 4. Assist families, administrators, and teachers in enhancing educational and developmental continuity and continuity of parental involvement in activities between Head Start services and elementary school classes
 - 5. Help parents (including grandparents and kinship caregivers, as appropriate) to understand the importance of parental involvement in a child's academic success while teaching them strategies for maintaining parental involvement as their child moves from Head Start to elementary school

6. Help parents understand the instructional and other services provided by the school in which their child will enroll after participation in the Head Start program

I. Provision and use of facilities, transportation, and other program elements

1. Collaborate on the shared use of transportation and facilities, as appropriate

J. Other elements mutually agreed upon by both the Head Start program and Local Education Agency.

V. Confidentiality

All acknowledge confidentiality requirements that each agency must follow regarding the sharing and release, with the consent of families, of personally identifiable information regarding children and families. Each agency will protect the rights of young children with respect to records and reports created, maintained, and used by the public agencies. It is the intent of this agreement to ensure that parents have rights of access and rights of privacy with respect to such reports and records, and that applicable State and Federal laws for exercise of these rights be strictly followed.

VI. Review of Agreement

The agreement will be jointly reviewed by all parties biennially and more frequently if laws and regulations are amended that will significantly impact this agreement, or when a party requests a formal change.

VII. Term of Agreement

The agreement will become effective immediately after being signed and dated by all parties

VIII. SIGNATURES

Hydro Public Schools

Superintendent of Schools

Date

Washita Valley Community Action Council

Executive Director-Head Start/EHS Director

Date

OROS

Robert Trammell, Executive Director
580-497-6998
oros.director@gmail.com

Invoice Number:081001
Date: 7-1-2025

QTY.	DESCRIPTION	UNIT PRICE	TOTAL
1	Membership Dues for 2025-2026	800.00	800.00
			0.00
	2025 Fall Conference Attendance		0.00
	OROS Finance Workshops		0.00
			0.00
			0.00
			0.00
SUBTOTAL			800.00
SALES TAX RATE %			
SALES TAX			0.00
SHIPPING & HANDLING			
TOTAL DUE			\$800.00

* Same as last yr

To provide the membership with services that will promote rural education by:

- **Providing a legislative consultant during legislative session**
- **Monthly board meetings with discussion from all members present**
- **Annual Fall conference with topics that benefit Oklahoma Rural Schools**
- **\$30K in scholarships to our member schools**
- **Free School Finance workshops**
- **Keeping membership informed through our web page and emails**
- **Various other activities as the needs arise.**
- **10% Discount with Barlow Education Management**

PERSONAL ELECTRONIC DEVICES

It is the policy of the Board of Education that a student may possess a personal electronic device while on school premises, or while in transit under the authority of the school, or while attending any function sponsored or authorized by the school upon consent of both the student's parent or guardian, and the superintendent or the superintendent's designee. Students may be issued a device by the school district such as a laptop, tablet or other electronic device. School-issued devices or school-approved devices are exempt from the requirements of this policy and shall be utilized only for educational purposes by students.

Students are prohibited from utilizing cell phones and personal electronic devices while on the campus of a public school district from bell to bell. Exceptions may be made as follows:

1. Emergency use of cell phones or personal electronic devices by students during the school day. Emergency use includes situations where immediate communication is needed for safety or urgent personal matters. This includes, but is not limited to:
 - a. Medical Emergencies – Calling 911 or a parent if a student or someone nearby is having a severe health crisis (e.g., asthma attack, allergic reaction, seizure).; or
 - b. Natural Disasters or Lockdowns – Communicating with law enforcement or family during events like tornados, fires, lockdowns, or other emergencies affecting the school; or
2. Use of cell phones or personal electronic devices by students who use them to monitor health issues. This includes, but is not limited to, glucose monitoring which may occur multiple times during the school day; or
3. Students with special needs may use cell phones or personal electronic devices during class time or during the school day if their IEP, Medical Plan, or 504 Plan explicitly requires it as assistive technology for medically or educationally necessary purposes. To qualify for this exception, the use must be listed as a documented accommodation necessary for instruction or communication within the student's IEP, Medical Plan, or 504 Plan.

“Bell to bell” means the time between the first bell ringing at the start of the school day to begin instructional time until the dismissal bell at the end of the school day to end instructional time.

“Personal electronic device” means a personal device capable of connecting to a smart phone, the Internet, or a cellular or Wi-Fi network, or directly connecting to another similar device. Personal electronic devices include, but are not limited to, smart watches, smart headphones, laptops, tablets, and smart glasses. Personal electronic devices shall not include school-issued or school approved devices that are specifically limited for use in classroom instruction.

Students found to be using a personal electronic device in violation of the rules shall be subject to disciplinary action as follows:

First Offense of the Current School Year:

The personal electronic device shall be confiscated by school personnel and stored in the principal's office until the end of the school day. The device may be returned to the student at the end of the school day.

Second Offense of the Current School Year:

The personal electronic device shall be confiscated by school personnel and stored in the principal's

office until the end of the school day. The device may not be returned to the student, but the device may be returned to the student's parent or guardian at the end of the school day.

Third Offense of the Current School Year (and all subsequent offences):

The personal electronic device shall be confiscated by school personnel and stored in the office until the end of the school day. The device may not be returned to the student, but the device may be returned to the student's parent or guardian at the end of the school day. The student shall receive one day of In-school Detention.

REFERENCE: 70 O.S. §1-126
70 O.S. §24-101.1, et seq.
70 O.S. §24-102

THIS POLICY REQUIRED BY LAW.

CORPORAL PUNISHMENT

It is the policy of the Hydro-Eakly Public Schools Board of Education to administer corporal punishment only as a last resort after other reasonable corrective measures have been used without success. However, under no circumstances shall any child in DHS custody or any student on an individualized educational program (IEP) be administered corporal punishment.

At the beginning of the school year, parents and legal guardians will be provided the opportunity to allow the administration of corporal punishment to their child(ren). Failure to provide written authorization will not impact the student(s) and will result in alternative punishments being administered. Under no circumstances will the administration administer corporal punishment to a student where written consent was not provided.

Corporal punishment must be administered only in the presence of another professional, certificated staff member, preferably an administrator. Careful documentation of each occasion shall be made by the teacher or the administrator or both. Such documentation will identify the student and set forth the behavior necessitating the punishment, the person who administered the punishment, and the name of witnesses.

Under no circumstances shall other students or non-certificated personnel observe the administration of corporal punishment. The student shall be carefully advised of the nature of the rule infraction for which the punishment is being administered.

If a parent or legal guardian has requested that corporal punishment not be administered to the student, alternative discipline will be considered and may include suspension from school.

If an incident occurs and corporal punishment is imposed on a student with disabilities, the incident should be reported immediately to a school site administrator and documented using the statewide online IEP reporting system. A copy of the document shall be placed in the student's file and provided to the student's parent or guardian. For each incident, the student's parent or guardian shall be notified as soon as possible, and must be notified no later than the school day following the incident or within twenty-four (24) hours of the incident, whichever is first. An IEP meeting may be needed to review or implement a Behavior Intervention Plan (BIP) for the student.

REFERENCE: 10 O.S. §7115
70 O.S. §6-113.1
70 O.S. §6-114
70 O.S. §13-116
Accreditation Standard 210:15-13-9

MS/HS Surplus List - June 2025

- 19 Physics textbooks (1999)
- 28 Essentials of Human Anatomy textbooks (1999)
- 27 Environmental Science textbooks (2006)
- 21 Biology textbooks (2000)
- 29 Chemistry textbooks (2006)
- 23 Grade 6 Science textbooks (2000)
- 19 Grade 7 Science textbooks (2000)
- 27 Grade 8 Science textbooks (2000)

- 27 Chromebooks (2018-2019): 9 broken, 18 won't update or utilize Google applications correctly
- 73 Chromebooks (2021): all broken; have been used for extra parts to keep other Chromebooks operational