NOTICE OF MEETING

STANLEY HUPFELD ACADEMY at Western Village

ADVISORY BOARD

MONDAY, AUGUST 3, 2020

3:45 P.M. – Schwartz Performing Arts/Community Center

SW Corner of Campus (Park in West Lot, Enter North Door)

AGENDA

Agenda items are subject to change up to 24 hours prior to meeting, excluding holidays and weekends. Meetings are open to the public.

Welcome and Introductions — **Tobi Campbell, Director**

Approval of Minutes — **Tobi Campbell, Director**

- June 1, 2020

Director's Report — **Tobi Campbell, Director**

- Financial Report:
  - **Approval of May & June 2020 Financials**
- **Resolution to accept board resignations: Anne Clouse, Michael Schwartz and Hardy Watkins**
- **Resolution to approve appointment of Mike Hatch, Senior Vice President of INTEGRIS Health, as SHA Advisory Board Chair**
- **Resolution to approve appointment of new SHA board member Christina Adcox, Interim Director, INTEGRIS Foundation**
- Update: Charter and Lease Renewals
- Update: OKCPS Charter Policy
- Update: Status of OKCPS Child Nutrition Services
- Facility Report
  - Mold Abatement

Principal's Report — **Ruthie Rayner, Principal**

- Present Final Return-to-Learn Plan

New Business

Adjourn — **5:00 p.m.**

Next Meeting: Monday, OCTOBER 5, 2020

STANLEY HUPFELD ACADEMY (SHA) at Western Village
ADVISORY BOARD, MINUTES OF MEETING
JUNE 1, 2020

ATTENDEES

Voting Members in attendance: Tobi Campbell, Anne Clouse, Eric Harmon, Ken Lawson, Pam Millington, Charles Peoples, Mike Schwartz, John Vera, Hardy Watkins

Voting Members absent: Keith Cassell, Stanley Hupfeld, David Jackson, Rosalynn Wade

Non-Voting Members absent: Kimberly Scott (Treasurer)

School Staff & Guests in attendance: Ruthie Rayner

MINUTES

On a motion by Eric Harmon, seconded by Ken Lawson, **Minutes of the February 3, 2020** Advisory Board meeting were unanimously approved.

DIRECTOR'S REPORT

Financial & Facility

Income Statements, Treasurer's Statements and Purchase Order Summaries for the periods **ended January 31, February 29, March 31 and April 30, 2020** were reviewed and unanimously accepted as presented, on a motion by Ken Lawson, seconded by Eric Harmon.

The **FY 2021 Budget** was accepted as presented, on a motion by Pam Millington, seconded by Mike Schwartz.

The **Contract for Audit of Public Schools**, 2019-2020, was unanimously approved and awarded to Britton, Kuykendall & Miller on a motion by Charles Peoples, seconded by Hardy Watkins.

Resignations/Terminations, New Hires, Employment Contracts and Salaries for FY '21 were unanimously approved on a motion by Pam Millington, seconded by Ken Lawson.

Vendor Contracts for 2020-2021 were unanimously approved on a motion by Eric Harmon, seconded by Ken Lawson.

On a motion by Ken Lawson, seconded by Charles Peoples, the Board unanimously approved a one-year property **lease renewal**, and a one-year **charter contract extension** for FY '21, with terms to be negotiated by Director and Legal Counsel.

PRINCIPAL'S REPORT

Reopening Plan, Contingency Calendar, Distance Learning Plan

On a motion by Eric Harmon, seconded by Charles Peoples, Principal and Director were authorized to finalize and publish the school's 2020-2021 Return to Learn Plan and contingency calendars, at their discretion and with guidance from OSDE, CDC and OCCHD guidelines. Any necessary COVID-related school closures shall be reported to the board in advance.

ADJOURN

There being no further business, the meeting was adjourned at 5:00 p.m.

NEXT MEETING: August 3, 2020

Approved: _____Ruthie Rayner, Secretary

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending May 31, 2020

CURRENT MONTH ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	YEAR TO DATE ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
227,330	217,882	9,448	F	4.34	OTHER REVENUE	2,369,651	2,218,666	150,985	F	6.81
227,330	**217,882**	**9,448**	**F**	**4.34**	**TOTAL REVENUE**	**2,369,651**	**2,218,666**	**150,985**	**F**	**6.81**
158,402	159,850	1,449	F	0.91	SALARIES AND BENEFITS	1,796,754	1,844,827	48,073	F	2.61
1,250	2,211	961	F	43.46	PROFESSIONAL FEES	21,854	24,317	2,463	F	10.13
38,215	10,930	27,285	U	249.64	SUPPLIES AND MATERIALS	112,072	123,511	11,438	F	9.26
32,977	25,927	7,050	U	27.19	PURCHASED SERVICES	330,565	316,601	13,964	U	4.41
24,188	11,638	12,550	U	107.83	UTILITIES/RENTAL/OTHER	137,189	111,718	25,471	U	22.80
10,173	4,603	5,570	U	121.02	DEPRECIATION/AMORTIZATION	56,440	50,870	5,570	U	10.95
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
265,204	**215,159**	**50,045**	**U**	**23.26**	**TOTAL EXPENSES**	**2,454,875**	**2,471,844**	**16,969**	**F**	**0.69**
(37,874)	**2,723**	**40,597**	**U**		**INCOME FROM OPERATIONS**	**(85,224)**	**(253,178)**	**167,954**	**F**	**66.34**
0	10	10	U	100.00	NON OPERATING INCOME	11	109	98	U	90.01
(37,874)	**2,733**	**40,607**	**U**		**NET INC/(LOSS) before Mkt Chg**	**(85,213)**	**(253,069)**	**167,856**	**F**	**66.33**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
(37,874)	**2,733**	**40,607**	**U**		**NET INC/(LOSS) before Unusual**	**(85,213)**	**(253,069)**	**167,856**	**F**	**66.33**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
(37,874)	**2,733**	**40,607**	**U**		**NET INCOME/(LOSS)**	**(85,213)**	**(253,069)**	**167,856**	**F**	**66.33**

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STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

MAY 31, 2020

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

June 1, 2020

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of May 31, 2020 and the related statements of revenues and expenses – cash basis for the eleven (11) months ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

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STANLEY HUPFELD ACADEMY
MAY 31, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 367,808.10
Total Assets	367,808.10
Liabilities	
Outstanding payments 2019-20	50,720.06
Outstanding payments 2018-19	11,639.15
Total Liabilities	62,359.21
Cash Fund Balance	$ 305,448.89

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2019-20 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2018-19 Actual	2019-20 Budgeted	2019-20 5/31/2020	% of YTD to Budj.
Revenue					
Interest Earnings	1310	$ 142.60	250.00	10.86	4.3%
Bookstore Revenue	1450			6,623.64	N/A
Commissions	1460			476.92	N/A
Miscellaneous Reimb.	1590	116,887.27	50,000.00	6,079.39	12.2%
Contributions and Donations	1610		500,000.00	250,100.00	50.0%
Student Lunches	1710	5,238.62	5,250.00	797.50	15.2%
Adult Lunches	1730		500.00	127.25	25.5%
Foundation & Incentive Aid	3210	1,849,435.00	1,933,737.00	1,754,209.00	90.7%
Flexible Benefit	3250	186,368.64	184,530.12	167,922.40	91.0%
Reading Sufficiency	3415	9,210.63	6,885.07	13,279.86	192.9%
Textbooks	3420	16,049.16	15,840.93	14,524.56	91.7%
State Matching	3720	1,994.88	1,994.88	2,342.96	117.4%
Title I	4210	110,768.50	162,090.65	105,607.48	65.2%
Title I Prior Year	4210	79,506.40	28,078.64	28,078.64	100.0%
Title II-Part A	4271	20,123.61	20,847.82	20,847.82	100.0%
Title II-Prior Year	4271	90.83			
Special Education - Flowthrough	4310	51,747.40	59,000.00	47,835.00	81.1%
Special Education - Preschool	4340	655.97	517.01		0.0%
Special Ed - Prior Year	4340	14,448.76	5,951.64	5,951.64	100.0%
Title IV, Part A Student Support	4442	15,000.00	15,000.00	15,000.00	100.0%
Federal Lunches	4710	159,785.17	175,000.00	125,963.08	72.0%
Federal Breakfasts	4720	63,008.31	75,000.00	47,854.77	63.8%
Fresh Fruits/Vegetable Program	4760	6,639.30	6,639.30	10,289.52	155.0%
Correcting Entry	5600	53,967.17	5,000.00	236.14	4.7%
Total revenue		2,761,068.22	3,252,113.06	2,624,158.43	80.7%
Cash fund balance (beginning)	6110	141,691.85	140,981.46	140,981.46	
Total revenue and beg. balance		2,902,760.07	3,393,094.52	2,765,139.89	
	Object Codes				
Expenditures					
Payroll	100-200	1,870,565.18	2,050,000.00	1,791,456.89	87.4%
Non-payroll	300-900	891,213.43	1,100,000.00	668,234.11	60.7%
Total expenditures		2,761,778.61	3,150,000.00	2,459,691.00	78.1%
Ending Balance		$ 140,981.46	243,094.52	305,448.89	

SEE ACCOUNTANT'S COMPILATION REPORT

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2019-20 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July	9.40									9.40
August	1.46	2,169.27	50,100.00		154,699.00	18,482.36			34,030.28	259,482.37
September		955.15	200,000.00	56.50	193,374.00	18,482.36				412,868.01
October		3,341.46			174,036.00	18,484.93		49,451.09	15,945.00	261,258.48
November		1,431.63		737.50	174,036.00	18,483.23			47,604.37	242,292.73
December		803.06		37.50	174,037.00	18,483.22		31,321.66	41,191.30	265,873.74
January		196.40		22.50	170,777.00	31,744.32		22,224.76	21,192.14	246,157.12
February		25.00			173,493.00	15,428.87	1,171.48	48,083.12	21,119.03	259,320.50
March		3,542.88		70.75	173,493.00	18,044.22		19,782.53		214,933.38
April		329.01			173,494.00	18,044.19			42,238.46	234,105.66
May		622.23			192,770.00	20,049.12	1,171.48	13,244.21		227,857.04
June										-
Totals	10.86	13,416.09	250,100.00	924.75	1,754,209.00	195,726.82	2,342.96	184,107.37	223,320.58	2,624,158.43

STANLEY HUPFELD ACADEMY -
2019-20 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2018-19 Actual	2019-20 Budgeted	2019-20 5/31/2020	% of YTD to Budg.
000 General Fund					
Salaries	100	1,152,129.00	1,250,000.00	1,097,993.94	87.84%
Employee Benefits	200	364,891.86	390,000.00	304,013.01	77.95%
Worker's Compensation	290	8,178.65	15,500.00	6,436.33	41.52%
Management Services	310	72,983.05	72,500.00	5,500.00	7.59%
Professional-Education Services	320	50,193.79	50,000.00	360.00	0.72%
Accounting Services	331	34,250.00	40,000.00	36,950.00	92.38%
Medical Services	336		52,000.00	40,002.60	76.93%
Security Services	344		1,000.00	2,175.00	217.50%
Tech Related Services	346		-	94.04	N/A
Legal Services	350		-	4,154.30	N/A
Professional Empl Training	360		1,000.00	866.41	86.64%
Water Utilities	410	12,437.86	14,000.00	10,804.48	77.17%
Cleaning Services	420	4,829.17	40,000.00	31,105.75	77.76%
Repairs and Maint. Services	430	130,155.40	150,000.00	14,243.91	9.50%
Rental Services	440	8,220.00	10,000.00	3,616.76	36.17%
Student Transportation	511	-	-	1,455.00	N/A
Insurance	520	35,168.00	40,000.00	35,914.00	89.79%
Communications Services	530	6,733.20	9,500.00	9,571.31	100.75%
Advertising	540			179.20	N/A
Printing and Binding	550		1,500.00	3,493.04	232.87%
Supplies and Materials	610	108,258.66	110,000.00	27,672.44	25.16%
Energy	620	47,802.56	50,000.00	43,123.03	86.25%
Food and Milk	630	6,338.19			N/A
Bks & Periodicals	640	7,319.74	7,500.00	6,920.92	92.28%
Equipment and Furniture	650	7,653.43	20,000.00	27,223.58	136.12%
Awards, Gifts, Decorations	682	13,939.00	15,000.00	11,265.66	75.10%
Technology Related Hardware	733	41,132.49	85,000.00	81,609.04	96.01%
Dues and Fees	810		4,250.00	4,321.92	101.69%
Staff Registration & Tuition	860	117.52	250.00	1,055.00	422.00%
Donations	881	-	-	870.76	N/A
Reimbursement	930	53,967.17		355.14	N/A
Credit Card pmt not yet classified					N/A
Intrafund Transfer	970		55,000.00	52,626.27	95.68%
Subtotal		2,166,698.74	2,484,000.00	1,865,972.84	75.12%
Richlson Family Foundation (Proj. 019)					
Communication Services	530			17,343.94	
General Supplies & Materials	610-650			46,196.45	
Awards, Gifts, Decorations	682			9,900.00	
Donations	881			1,764.40	
Subtotal				75,204.79	
Child Nutrition (Proj. 385,763,764,768)					
Food Service Management	570		225,000.00	115,293.46	51.24%
Cleaning & Maintenance Supplies	618		10,000.00		0.00%
Food and Milk	630	231,520.63	10,000.00	13,012.65	130.13%
Subtotal		231,520.63	245,000.00	128,306.11	52.37%
Flexible Benefit Allowance (Proj. 331-335)					
Salaries/Employee Benefits	100-299	131,233.48	185,000.00	168,900.61	91.30%
Basic Prog, CY (Proj. 511)					
Salaries/Employee Benefits	100-299	164,793.83	165,000.00	170,591.00	103.39%
Services/Materials	300-860	9,176.92	10,000.00		0.00%
Subtotal		173,970.75	175,000.00	170,591.00	97.48%
Special Education (Proj. 621,641)					
Salaries/Employee Benefits	100-299	57,517.01	60,000.00	49,958.33	83.26%
Services/Materials	300-860	838.00	1,000.00	757.32	75.73%
Subtotal		58,355.01	61,000.00	50,715.65	83.14%
Grand Total		2,761,778.61	3,150,000.00	2,459,691.00	78.09%
Payroll Expenses	100-200	1,870,565.18	2,050,000.00	1,791,456.89	87.39%
Non-Payroll Expenses	300-900	891,213.43	1,100,000.00	668,234.11	60.75%
Totals		2,761,778.61	3,150,000.00	2,459,691.00	78.09%

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending June 30, 2020

CURRENT MONTH ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	YEAR TO DATE ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
225,515	217,882	7,633	F	3.50	OTHER REVENUE	2,595,166	2,436,548	158,618	F	6.51
225,515	**217,882**	**7,633**	**F**	**3.50**	**TOTAL REVENUE**	**2,595,166**	**2,436,548**	**158,618**	**F**	**6.51**
159,381	172,204	12,822	F	7.45	SALARIES AND BENEFITS	1,956,135	2,017,031	60,896	F	3.02
1,550	2,211	661	F	29.89	PROFESSIONAL FEES	23,404	26,528	3,124	F	11.77
2,273	11,314	9,041	F	79.91	SUPPLIES AND MATERIALS	114,345	134,824	20,479	F	15.19
86,939	29,118	57,821	U	198.58	PURCHASED SERVICES	417,503	345,718	71,785	U	20.76
3,077	5,764	2,687	F	46.62	UTILITIES/RENTAL/OTHER	140,266	117,482	22,784	U	19.39
4,961	4,146	815	U	19.65	DEPRECIATION/AMORTIZATION	61,401	55,016	6,385	U	11.61
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
258,180	**224,755**	**33,425**	**U**	**14.87**	**TOTAL EXPENSES**	**2,713,055**	**2,696,599**	**16,456**	**U**	**0.61**
(32,665)	**(6,874)**	**25,791**	**U**	**375.23**	**INCOME FROM OPERATIONS**	**(117,889)**	**(260,051)**	**142,162**	**F**	**54.67**
0	10	10	U	100.00	NON OPERATING INCOME	11	119	108	U	90.84
(32,665)	**(6,864)**	**25,801**	**U**	**375.91**	**NET INC/(LOSS) before Mkt Chg**	**(117,878)**	**(259,933)**	**142,055**	**F**	**54.65**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
(32,665)	**(6,864)**	**25,801**	**U**	**375.91**	**NET INC/(LOSS) before Unusual**	**(117,878)**	**(259,933)**	**142,055**	**F**	**54.65**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
(32,665)	**(6,864)**	**25,801**	**U**	**375.91**	**NET INCOME/(LOSS)**	**(117,878)**	**(259,933)**	**142,055**	**F**	**54.65**

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STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

JUNE 30, 2020

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

July 10, 2020

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of June 30, 2020 and the related statements of revenues and expenses – cash basis for the year ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

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Sincerely,

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STANLEY HUPFELD ACADEMY
JUNE 30, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 332,461.58
Total Assets	332,461.58
Liabilities	
Outstanding payments 2019-20	43,077.91
Outstanding payments 2018-19	
Open Encumbrances	15,754.04
Total Liabilities	58,831.95
Cash Fund Balance	$ 273,629.63

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2019-20 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2018-19 Actual	2019-20 Budgeted	2019-20 6/30/2020	% of YTD to Budi.
Revenue					
Interest Earnings	1310	$ 142.60	250.00	10.86	4.3%
Bookstore Revenue	1450			6,623.64	N/A
Commissions	1460			476.92	N/A
Miscellaneous Reimb.	1590	116,887.27	50,000.00	6,079.39	12.2%
Contributions and Donations	1610		500,000.00	250,100.00	50.0%
Student Lunches	1710	5,238.62	5,250.00	797.50	15.2%
Adult Lunches	1730		500.00	127.25	25.5%
Foundation & Incentive Aid	3210	1,849,435.00	1,933,737.00	1,927,853.00	99.7%
Flexible Benefit	3250	186,368.64	184,530.12	184,530.12	100.0%
Reading Sufficiency	3415	9,210.63	6,885.07	13,279.86	192.9%
Textbooks	3420	16,049.16	15,840.93	15,961.05	100.8%
State Matching	3720	1,994.88	1,994.88	2,342.96	117.4%
Title I	4210	110,768.50	162,090.65	134,167.43	82.8%
Title I Prior Year	4210	79,506.40	28,078.64	28,078.64	100.0%
Title II-Part A	4271	20,123.61	20,847.82	21,423.57	102.8%
Title II-Prior Year	4271	90.83			
Special Education - Flowthrough	4310	51,747.40	59,000.00	49,379.58	83.7%
Special Education - Preschool	4340	655.97	517.01	578.75	111.9%
Special Ed - Prior Year	4340	14,448.76	5,951.64	5,951.64	100.0%
Title IV, Part A Student Support	4442	15,000.00	15,000.00	15,000.00	100.0%
Federal Lunches	4710	159,785.17	175,000.00	125,963.08	72.0%
Federal Breakfasts	4720	63,008.31	75,000.00	47,854.77	63.8%
Fresh Fruits/Vegetable Program	4760	6,639.30	6,639.30	12,857.52	193.7%
Correcting Entry	5600	53,967.17	5,000.00	2,216.14	44.3%
Total revenue		2,761,068.22	3,252,113.06	2,851,653.67	87.7%
Cash fund balance (beginning)	6110	141,691.85	140,981.46	140,981.46	
Lapsed Approp/Estopped Warr.	6130-6140			11,639.15	
Total revenue and beg. balance		2,902,760.07	3,393,094.52	3,004,274.28	
	Object Codes				
Expenditures					
Payroll	100-200	1,870,565.18	2,050,000.00	1,950,838.21	95.2%
Non-payroll	300-900	891,213.43	1,100,000.00	779,806.44	70.9%
Total expenditures		2,761,778.61	3,150,000.00	2,730,644.65	86.7%
Ending Balance		$ 140,981.46	243,094.52	273,629.63	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2019-20 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July	9.40									9.40
August	1.46	2,169.27	50,100.00		154,699.00	18,482.36			34,030.28	259,482.37
September		955.15	200,000.00	56.50	193,374.00	18,482.36				412,868.01
October		3,341.46			174,036.00	18,484.93		49,451.09	15,945.00	261,258.48
November		1,431.63		737.50	174,036.00	18,483.23			47,604.37	242,292.73
December		803.06		37.50	174,037.00	18,483.22		31,321.66	41,191.30	265,873.74
January		196.40		22.50	170,777.00	31,744.32		22,224.76	21,192.14	246,157.12
February		25.00			173,493.00	15,428.87	1,171.48	48,083.12	21,119.03	259,320.50
March		3,542.88		70.75	173,493.00	18,044.22		19,782.53		214,933.38
April		329.01			173,494.00	18,044.19			42,238.46	234,105.66
May		622.23			192,770.00	20,049.12	1,171.48	13,244.21		227,857.04
June		1,980.00			173,644.00	18,044.21		2,568.00	31,259.03	227,495.24
Totals	10.86	15,396.09	250,100.00	924.75	1,927,853.00	213,771.03	2,342.96	186,675.37	254,579.61	2,851,653.67

STANLEY HUPFELD ACADEMY -
2019-20 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2018-19 Actual	2019-20 Budgeted	2019-20 6/30/2020	% of YTD to Budg.
000 General Fund					
Salaries	100	1,152,129.00	1,250,000.00	1,209,266.56	96.74%
Employee Benefits	200	364,891.86	390,000.00	330,558.79	84.76%
Worker's Compensation	290	8,178.65	15,500.00	6,436.33	41.52%
Management Services	310	72,983.05	72,500.00	6,000.00	8.28%
Professional-Education Services	320	50,193.79	50,000.00	360.00	0.72%
Accounting Services	331	34,250.00	40,000.00	41,200.00	103.00%
Medical Services	336		52,000.00	40,002.60	76.93%
Security Services	344		1,000.00	2,235.00	223.50%
Tech Related Services	346		-	94.04	N/A
Legal Services	350		-	4,154.30	N/A
Professional Empl Training	360		1,000.00	866.41	86.64%
Water Utilities	410	12,437.86	14,000.00	11,503.16	82.17%
Cleaning Services	420	4,829.17	40,000.00	38,445.75	96.11%
Repairs and Maint. Services	430	130,155.40	150,000.00	15,518.91	10.35%
Rental Services	440	8,220.00	10,000.00	3,984.96	39.85%
Student Transportation	511	-	-	1,455.00	N/A
Insurance	520	35,168.00	40,000.00	35,914.00	89.79%
Communications Services	530	6,733.20	9,500.00	10,919.21	114.94%
Advertising	540			179.20	N/A
Printing and Binding	550		1,500.00	4,373.02	291.53%
Supplies and Materials	610	108,258.66	110,000.00	34,181.84	31.07%
Energy	620	47,802.56	50,000.00	45,147.35	90.29%
Food and Milk	630	6,338.19			N/A
Bks & Periodicals	640	7,319.74	7,500.00	6,920.92	92.28%
Equipment and Furniture	650	7,653.43	20,000.00	31,259.41	156.30%
Awards, Gifts, Decorations	682	13,939.00	15,000.00	11,859.68	79.06%
Technology Related Hardware	733	41,132.49	85,000.00	81,609.04	96.01%
Dues and Fees	810		4,250.00	4,321.92	101.69%
Staff Registration & Tuition	860	117.52	250.00	1,055.00	422.00%
Donations	881	-	-	870.76	N/A
Reimbursement	930	53,967.17		355.14	N/A
Credit Card pmt not yet classified					N/A
Intrafund Transfer	970		55,000.00	57,835.59	105.16%
Subtotal		2,166,698.74	2,484,000.00	2,038,883.89	82.08%
Richison Family Foundation (Proj. 019)					
Communication Services	530			30,389.18	
General Supplies & Materials	610-650			48,706.25	
Awards, Gifts, Decorations	682			9,900.00	
Donations	881			1,764.40	
Subtotal				90,759.83	
Child Nutrition (Proj. 285,763,764,768)					
Food Service Management	570		225,000.00	175,317.69	77.92%
Cleaning & Maintenance Supplies	618		10,000.00		0.00%
Food and Milk	630	231,520.63	10,000.00	13,012.65	130.13%
Subtotal		231,520.63	245,000.00	188,330.34	76.87%
Flexible Benefit Allowance (Proj. 331-335)					
Salaries/Employee Benefits	100-299	131,233.48	185,000.00	184,530.12	99.75%
Basic Prog, CY (Proj. 511)					
Salaries/Employee Benefits	100-299	164,793.83	165,000.00	176,524.41	106.98%
Services/Materials	300-860	9,176.92	10,000.00		0.00%
Subtotal		173,970.75	175,000.00	176,524.41	100.87%
Special Education (Proj. 621,641)					
Salaries/Employee Benefits	100-299	57,517.01	60,000.00	49,958.33	83.26%
Services/Materials	300-860	838.00	1,000.00	1,657.73	165.77%
Subtotal		58,355.01	61,000.00	51,616.06	84.62%
Grand Total		2,761,778.61	3,150,000.00	2,730,644.65	86.69%
Payroll Expenses	100-200	1,870,565.18	2,050,000.00	1,950,838.21	95.16%
Non-Payroll Expenses	300-900	891,213.43	1,100,000.00	779,806.44	70.89%
Totals		2,761,778.61	3,150,000.00	2,730,644.65	86.69%

7/30/2020

Stanley Hupfeld Academy

Approved Appropriations - 2020-21 Fiscal Year compared to prior year

Revenue Source	Code	General Fund	2019-20 General Fund
LOCAL SOURCES			
Other Local Sources of Revenue	1600	500,000.00	500,000.00
STATE SOURCES			
Foundation & Salary Incentive Aid	3210	1,855,958.75	1,933,737.00
Health Insurance Allowance	3250	184,530.12	186,368.84
Alternative Education	388 3310		34,882.00
Professional Development	311 3411		22,726.00
Purchase of Textbooks	333 3420	15,762.13	
State Lunch Matching	385 3720	2,225.81	1,994.88
FEDERAL SOURCES			
Title I, pt. A & Title 2	511 4200	160,000.00	182,938.47
Special Education	621 4300	55,000.00	59,517.01
Title IV, Part A Student Support and Acad. Enrich.	552 4442	15,000.00	15,000.00
Federal Lunch/Breakfast	760 4700	177,341.60	283,399.95
Total Revenue		2,965,818.41	3,220,564.15
Fund Balance - Beginning	6110	273,608.58	193,838.57
Total Approved Appropriations		3,239,426.99	3,414,402.72

~Please review these appropriations. If they are acceptable for your schools budget please sign, and fax back to 918-366-4443. _____

WESTERN VILLAGE ACADEMY, INC., dba Stanley Hupfeld Academy at Western Village

BOARD OF DIRECTORS

AUGUST 3, 2020

RESOLUTION TO UPDATE THE DIRECTORY OF BOARD MEMBERS AND OFFICERS

WHEREAS, Hardy Watkins has resigned his position as Chairman of the Advisory Board, and the Corporation wishes to elect and appoint a successor to Hardy Watkins.

WHEREAS, the Corporation wishes to elect and confirm Mike Hatch, Senior Vice President and Chief Strategy Officer, INTEGRIS, who will serve in that capacity until his successor has been elected and confirmed.

NOW, THEREFORE, BE IT RESOLVED: That the Board of Directors hereby elects and confirms Mike Hatch as Chairman and successor to Hardy Watkins, to serve commencing with his election and until his successor has been elected and confirmed.

Approved by Sole Member:

INTEGRIS Ambulatory Care Corporation

Dated: August 3, 2020

_____

Doug Smith, Senior Vice President

WESTERN VILLAGE ACADEMY, INC., dba Stanley Hupfeld Academy at Western Village

BOARD OF DIRECTORS

AUGUST 3, 2020

RESOLUTION TO ELECT AND CONFIRM NEW DIRECTOR

WHEREAS, the Bylaws of WESTERN VILLAGE ACADEMY, INC. ("Corporation"), as amended, provide that the Board shall consist of a minimum of seven (7) members and a maximum of fifteen (15) members, who shall hold terms for a minimum of three (3) years or until a successor has been elected and qualified, unless otherwise indicated in the Bylaws.

WHEREAS, the Corporation wishes to elect and confirm Christina Adcox, Interim Executive Director, INTEGRIS Foundation, as a new advisory council member and director to serve commencing with her election on August 3, 2020, and continuing until her successor has been elected and confirmed; and,

NOW, THEREFORE, BE IT RESOLVED: That the Board of Directors hereby elects and confirms Christina Adcox an advisory council member and director to serve commencing with her election and until her successor has been elected and confirmed.

Approved by Sole Member: INTEGRIS Ambulatory Care Corporation

Dated: August 3, 2020

_____

Doug Smith, Senior Vice President

WESTERN VILLAGE ACADEMY, INC., dba Stanley Hupfeld Academy at Western Village

BOARD OF DIRECTORS

AUGUST 3, 2020

RESOLUTION TO ACCEPT BOARD MEMBERS' RESIGNATIONS

WHEREAS, the Bylaws of WESTERN VILLAGE ACADEMY, INC. ("Corporation"), as amended, provide that the Board shall consist of a minimum of seven (7) members and a maximum of fifteen (15) members, who shall hold terms for a minimum of three (3) years or until a successor has been elected and qualified, unless otherwise indicated in the Bylaws.

WHEREAS, Anne Clouse, OU Medicine, Hardy Watkins, formerly of INTEGRIS Health, and Mike Schwartz, Retired, Oklahoma Pulmonary Physicians, Inc., have submitted their resignations from the advisory board.

NOW, THEREFORE, BE IT RESOLVED: That the Board of Directors hereby accepts the resignations of Anne Clouse, Hardy Watkins and Mike Schwartz from the advisory board effective June 30, 2020.

A replacement for Ms. Clouse's Board seat will be proposed under separate resolution. Mr. Schwartz and Mr. Watkins' board seats shall remain vacant unless and until successors are elected and confirmed.

Approved by Sole Member: INTEGRIS Ambulatory Care Corporation

Dated: August 3, 2020

Doug Smith, Senior Vice President

Stanley Hupfeld Academy @ Western Village
2020-2021 Advisory Board
REVISED 7/12/20

NAME AND POSITION	COMPANY	ADDRESS	PHONE #	FAX	E-MAIL	VOTING MEMBERS
ADCOX, CHRISTINA Director	Interim Executive Director INTEGRIS Foundation	3030 NW Expy, Ste. 1600 Oklahoma City, OK 73112	951-5047		Christina.Adcox@Integrisok.com	YES
CAMPBELL, TOBI Director	Director, INTEGRIS Community Benefit & Stanley Hupfeld Academy	INTEGRIS 3030 NW Expy, Ste. 1620 Oklahoma City, OK 73112	550-3762	951-8808	tobi.campbell@integrisok.com	YES
CASSELL, KEITH Director	Head of Upper School Heritage Hall	1800 NW 122nd Oklahoma City, OK 73120	936-3142 417-3881 C	749-3014	kcassell@heritagehall.com	YES
HARMON, ERIC Director		4600 NE 90th St OKC, OK 73131	810-5893 H 210-268-8628 C		P4Principles@gmail.com	YES
HATCH, MIKE Chairman	SVP, Chief Strategy Officer INTEGRIS	3366 NW Expy, Ste. 800 Oklahoma City, OK 73112 Brenda Frick - Admin. Asst.			Mike.Hatch@Integrisok.com	YES
HUPFELD, STAN Ex-Officio Director	INTEGRIS Foundation	3030 NW Expy, Ste. 1600 Oklahoma City, OK 73112 110.7470 Suzan Whaley – Admin. Asst.	951-5098		Stanley.hupfeld@integrisok.com Suzan.whaley@yahoo.com	YES
JACKSON, DAVID Director	Executive Director, OKC Secondary Schools Activities Association (OSSAA)	17013 Prestwick Circle Edmond, OK 73003 – HOME 7300 N Broadway Ext. OKC, OK 73116 – WORK	330-8195 H 973-5901 C 840-1116 W		djackson@ossaa.com mwoods@ossaa.com	YES
LAWSON, KEN Director		2901 Brush Creek Road Oklahoma City, OK 73120	441-0004		Lawson127@att.net	YES
MELDRUM, HEATHER Counselor	Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114	751-1774		Heather.Meldrum@wvacademy.com	NO
MILLINGTON, PAM Director	Retired Pastor, Missions/Outreach Crossings	1608 Tall Trees Way OKC, OK 73131	755-2227 302-1267		pmillington06@gmail.com	YES
PEOPLES, CHARLES Director		PO BOX 20974 Oklahoma City, OK 73156	755-2497 875-5786 C		charlespeoples@hotmail.com	YES
RAYNER, RUTHIE Secretary	Principal Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114 Christy Savage, Admin. Asst.	751-1774 550-9837 C		Ruthie.Rayner@wvacademy.com	NO
SCOTT, KIMBERLY Treasurer	Admin. Director, Corp. Treasury INTEGRIS Financial Reporting	3500 NW Independence Ave, Ste.130, OKC, OK 73112 001.7036	951-2705		Kimberly.Scott@integrisok.com	NO

VERA, JOHN Legal Counsel Director	INTEGRIS Legal	3030 NW Expy., Ste. 1700 Oklahoma City, OK 73112 001.7367			John.Vera@integrisok.com	YES
WADE, ROSALYNN Director	Program Director Oklahoma A+ Schools	Campus Box 97 100 N University Drive Edmond, OK 73034	974-3777 602-4040		RWade@uco.edu	YES

Notices: Carolynn Caudill – Oklahoma County Clerk 320 Robert S. Kerr Ave. Room 105, OKC, OK 73102

Campbell, Tobi L.

From: Harper, Ann <atharper@okcps.org>
Sent: Friday, July 10, 2020 4:53 PM
To: Campbell, Tobi L.
Cc: Jean Bostwick; Mark Waldrip; Eric Randall; Risk Management; Legal; Ronald Grant; Marsha Herron
Subject: Western Village FY2021 Invoice for Property Lease
Attachments: Western Village Rent Invoice FY21.pdf; Western Village Property Insurance.pdf

EXTERNAL EMAIL – Use caution with any links and file attachments -- INTEGRIS Information Security

Good Afternoon,

Attached is the invoice being mailed to Western Village for the FY21 property lease with OKCPS. Please remit payment(s) to the address at the bottom of the invoice.

For reference, a letter from Gallagher Insurance regarding the FY21 property insurance premium is also attached. Cyndi Hays, OKCPS Director of Risk Management, is available at cahays@okcps.org to answer questions regarding property insurance premiums. Please let us know if you have any other questions.

Sincerely,

--

Ann Harper
ASSISTANT TREASURER / MANAGER TREASURY

DEPT: Financial Services
OFFICE: (405) 587-0060
ADDRESS: PO Box 36609
Oklahoma City, OK 73136

Oklahoma City Public Schools

Treasury Department, P.O. Box 36609, Oklahoma City, OK 73136

INVOICE

06/30/20

Customer ID # 3000000005

Bill To
Tobi Campbell
1508 NW 106th St.
Oklahoma City, OK 73114

Comments: FY2021 Property Lease for school property located at
1508 NW 106th St.
Oklahoma City, OK 73114

Remit To: OKCPS Financial Services- Treasury
P.O. Box 36609
Oklahoma City, OK 73136
(405) 587-0000

Date	Description			Total
6/30/2020	Base Rent 7/1/20-6/30/21 Per Lease Agreement Item 2.1 10/01/19 Accredited Counts: 331 students @ $20.00 per student			$ 6,620.00
6/30/2020	Additional Rent 7/1/20-6/30/21 Per Lease Agreement Item 2.3 Annual Cost of Property Insurance Comments: Tenant may also elect to pay 1/12 of Base Rent and Additional Rent on a monthly basis prior to the first day of each month.			$ 15,283.78

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	Over 90 Days Past Due	Amount Due
$ 21,903.78	$ -	$ -	$ -	$ -	$ 21,903.78

Date **06/30/20**

Amount Due **$ 21,903.78**

Remit To: OKCPS Financial Services- Treasury
P.O. Box 36609
Oklahoma City, OK 73136

Payable TO: OKCPS

Oklahoma City Public Schools

Treasury Department, P.O. Box 36609, Oklahoma City, OK 73136

INVOICE

06/30/20

Customer ID # 3000000005

Bill To Tobi Campbell
1508 NW 106th St.
Oklahoma City, OK 73114

Comments: FY2021 Property Lease for school property located at
1508 NW 106th St.
Oklahoma City, OK 73114

Remit To: OKCPS Financial Services- Treasury
P.O. Box 36609
Oklahoma City, OK 73136
(405) 587-0000

Date	Description			Total
6/30/2020	Base Rent 7/1/20-6/30/21 Per Lease Agreement Item 2.1 10/01/19 Accredited Counts: 331 students @ $20.00 per student			$ 6,620.00
6/30/2020	Additional Rent 7/1/20-6/30/21 Per Lease Agreement Item 2.3 Annual Cost of Property Insurance			$ 15,283.78
6/30/2020	Property Insurance Deductible Cap Fee Per Lease Agreement Item 2.3 and 5.1.3 Two (2) Times Annual Premium Comments: Tenant may also elect to pay 1/12 of Base Rent and Additional Rent on a monthly basis prior to the first day of each month.			$ 30,567.56

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	Over 90 Days Past Due	Amount Due
$ 52,471.34	$ -	$ -	$ -	$ -	**$ 52,471.34**

Date **06/30/20**

Amount Due **$ 52,471.34**

Remit To: OKCPS Financial Services- Treasury
P.O. Box 36609
Oklahoma City, OK 73136

Payable TO: OKCPS

Gallagher

Insurance | Risk Management | Consulting

Gallagher CORE360

July 9, 2020

RE: Western Village Elementary & Portable Classrooms
1508 NW 106th St
Oklahoma City OK 73114

Effective July 1, 2020 through June 30, 2021

FY 2020 Property Insurance Location Premium was $ 4,616.22
FY 2021 Property Insurance Location Premium is $15,283.78

This year, Independent School District #89 Oklahoma County, Oklahoma received a substantial increase to their premium cost for property insurance. Therefore due to significant changes in the commercial property markets, the premiums reflected in this letter are in line with the District's premium increase. The allocation to each leased location reflects only a pass through cost of the District's actual property premium.

Respectfully,

Denise Engle
Denise Engle (Jul 9, 2020 15:04 PDT)

Denise Engle
MBA, CPCU, AIC
Risk Management Consultant

1300 S. Main
Tulsa, OK 74119
Main 918.584.1433

615 E. Britton Rd
Oklahoma City, OK 73114
Main 405.235.6633

12 E. Central
Miami, OK 74355
Main 918.542.3358

www.ajg.com

Western Village Academy Policy Comparison			
	Expiring	**Renewal**	% Change
Coverage	8-1-19-8-1-20	8-1-20-8-1-21	
Carrier:	Philadelphia	moved to OKCPS Policy	
Blanket Buildings & Signs	$1,188,259.00		
Blanket Contents	$856,255.00		
Total Property Values	$2,044,514.00		
Building & Contents Deductible	Wind/Hail: $25,000 All Other Perils $10,000		
Sign-Deductible	Wind/Hail: $25,000 All Other Perils $10,000		
Total Property Premium	**$25,000.00**		
General Liability			
Carrier	Philadelphia	Philadelphia	
Limit-Per Occurence/Aggregate	$1,000,000/$2,000,000	$1,000,000/$2,000,000	
Employee Benefits Liability	$1,000,000.00	$1,000,000.00	
Sexual Abuse/Molestation	$1,000,000/$2,000,000	$1,000,000/$2,000,000	
Deductible	$0.00	$0.00	
Total GL Premium	$4,105.00	$4,445.00	8%
Total Package Premium	**$29,105.00**	**$4,445.00**	
AUTO: Vehicles mist be scheduled in order to have coverage			
Carrier	Philadelphia	Philadelphia	
Liability Limit	$1,000,000.00	$1,000,000.00	
# of vehicles	$0.00	$0.00	
Uninsured Motorists	N/A	N/A	
Med Pay	N/A	N/A	
Non owned and hired liability	$1,000,000.00	$1,000,000.00	
Physical Damage	N/A	N/A	
Stated Valaue	N/A	N/A	
Deductible	N/A	N/A	
Total Auto Premium	$381.00	$449.00	18%
Commission Percentage	15%	15%	
Total Package and Auto Premium	**$29,486.00**	**$4,894.00**	
D&O Liability	8-1-19 to 8-1-20	8-1-20 to 8-1-21	
Carrier	none	none	
D&O Limit	Included in Educators Professional Select	Included in Educators Professional Select	
Retention-Each Claim			
EPL			
Retention-Each Claim			
Workplace Violent Limit			
Retention-Each Claim			
Total D&O Liability Premium	**$0.00**	**$0.00**	
Educators Professional Select	included in new D&O	included in new D&O	
Carrier	Philadelphia	Philadelphia	
Limit	$1,000,000.00	$1,000,000.00	
Retention	$2,500.00	$2,500.00	
ELL Premium	**$3,345.00**	**$3,345.00**	0%

Broker Fee/Surplus Lines Tax	$0.00	$0.00	
Total ELL Premium	$0.00	$0.00	
Total Educators Legal Liability	$3,345.00	$3,345.00	
Total All Coverages (does not include Cyber)	**$32,831.00**	**$8,239.00**	
Cyber Quotes	500,000 limits	500,000 limits	
Carrier	BCS Insurance Company	BCS Insurance Company	
Privacy Liability	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Privacy Regulatory Claims	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Security Breach Response	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Security Liability	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Multimedia Liability	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Cyber Extortion	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Business Income and Digital Asset Restoration	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
PCI DSS Assessment	$500,000.00	$500,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Electronic Fraud	$500,000.00	$100,000.00	
Retention-Each Claim	$2,500.00	$2,500.00	
Premium	**$1,772.00**	**$1,736.00**	-2%
All Coverages Plus Cyber Premium	**$34,603.00**	**$9,975.00**	
	$9,603 w/o property	$9,975	4%

JOY HOFMEISTER
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

June 23, 2020

In a response to the COVID-19 Pandemic, The State Department of Education would like to inform you that the accreditation recommendations were waived by The State Board of Education at their meeting on March 25th as item 3 (A) 16. Therefore, there will be no accreditation status letters issued for the school year 2019-2020. The State Board of Education does reserve the right to change previous accreditation recommendations based on evidence found during the pandemic.

If you have any questions, please contact the Accreditation Division at (405) 521-3335.

Sincerely,

Ryan Pieper
Executive Director
Accreditation Division

2500 North Lincoln Boulevard, Oklahoma City, OK 73105-4599 • (405) 521-3301 • Joy.Hofmeister@sde.ok.gov

Stanley Hupfeld
ACADEMY
AT WESTERN VILLAGE

Return to Learn 2020-2021



Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

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Planning

As Stanley Hupfeld Academy (SHA) plans for reopening for the 2020-2021 school year, we have sought guidance from public health officials and governmental agencies. Specifically, SHA will follow recommendations from the Oklahoma State Department of Education (SDE) and the Centers for Disease Control (CDC).

As we develop and continually revise this reopening plan, the SHA **Safe School, Health & Wellness Committee** will ensure that all appropriate actions and safeguards are considered. This team includes representatives from school leadership, teaching staff, support staff, parents and students. In addition, this team will include community representatives from INTEGRIS Health and the SHA Advisory Board.

The SHA Advisory Board delegated decision-making power regarding contingency calendar decisions to the school's administrative team in June, 2020, with advance notification to the Board, in the event of any necessary COVID-related school closure during the 2020-2021 school year.

Stanley Hupfeld Academy parents and guardians play an integral role in ensuring student safety. Continual cooperation and adherence to the Return to Learn policies ensures that we are providing a safe educational experience.

Calendar

- Retain basic adopted school calendar – Move start date from August 6th to August 10th
- 100% Virtual for First Nine Weeks – Based on OKCPS and SDE decisions in late July
- July 15-17: Phone calls to students/ families by classroom teachers
- July 28 & 29: Grade Level Meetings to plan Virtual Learning
- July 30 : Digital Meet the Teacher Date – Zoom Parent Meetings
    - Welcome videos from teachers posted to YouTube
    - Register parents on Class DoJo
    - Videos & messages sent through Class DoJo
    - Meet the Teacher Zoom Sessions with Families
    - Share "Parent Fact Sheet" from the SHA Return to Learn Plan

Contingency Calendar Options

SHA will choose one option to implement. Parents are not selecting different options for their child.

- Option A: Traditional Learning
  - Traditional school model with all students attending every day as currently planned
  - Layered protection & required procedures for safety (e.g. mask wearing/ social distancing)

- Option B: Traditional Learning Plus
  - Traditional school model with all students attending every day as currently planned
  - Layered protection & required procedures for safety (e.g. mask wearing/ social distancing)
  - School day lengthened from 7:50 a.m. to 3:15 p.m.

- Option B: +10 Partial Distance Learning
  - Traditional school model with all students attending majority of days
  - School day lengthened from 7:50 a.m. to 3:15 p.m.
  - Predetermined required distance learning days (10 total days) built into calendar after breaks
  - Teachers and paraprofessionals report to the building during distance learning days
  - Full school cleaning occurs during distance days

- Option C: 100% Distance Learning
  - All students use distance learning entirely throughout a designated time frame
  - School closure required due to COVID-19 outbreak in school and/or surrounding area

Training

- SHA administration will ensure all employees understand the responsibilities and goals of Virtual Learning for the first 9 weeks of school.

- SHA administration will ensure all employees have participated in adequate training to support the reopening. This training will include any new policies, cleaning and disinfecting procedures, proper use of PPE, and protocols for monitoring and reporting student mental and physical health concerns.

- SHA teachers and specialists will train students in the proper use of hand washing, mask wearing and social distancing to ensure their safety.

- Teachers will utilize distance learning software during regular instruction so that students are familiar with passwords and how to access digital content.

- SHA administration will work with local public health officials to establish **contact tracing protocols and notification process** for students and staff who may have been exposed to COVID-19. SHA will continue to share all information necessary to conduct tracing. This information will be shared pursuant to established agreements and protocols that are used for other infectious diseases.

Intensify cleaning, disinfection, and ventilation

- SHA faculty will clean and disinfect frequently touched surfaces within the school at least daily (for example, door handles, sink handles) as well as shared objects (toys, games, books) between uses.
- Staff will ensure safe and correct application of disinfectants and keep products away from children.
- Custodial staff will intensify efforts in the main building.
    - All rooms will be vacuumed daily by custodial staff.
    - Restrooms will be sanitized twice a day by custodial staff.
    - Lunch tables will be sanitized before/after each lunch period by duty teachers.
- Administration will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors.
    - Do not open windows and doors if they pose a safety or health risk (e.g., allowing pollens in or exacerbating asthma symptoms) to children or staff.

Visitors/ Events

- Only staff is allowed in the building during Virtual Learning. Staff have the option of working from their classroom or from home.
    - Staff will enter & exit through their individual classroom entrance during Virtual Learning days (first nine weeks).
- SHA administration has canceled all field trips, inter-group events, and extracurricular activities.
- In order to restrict transmission of COVID-19, SHA has not planned any events, gatherings or extracurricular activities (e.g. HOUSE meetings virtually, virtual mentor visits, etc.).
- SHA administration will restrict nonessential visitors, volunteers, and activities involving other groups.
- The Positive Directions Mentoring Program has suspended face to face mentoring for the 2020-21 school year.
- Parents may call the school office upon arrival to the school (405) 751-1774 and an office staff member will assist you (e.g. picking up child for an appointment, returning forms, etc.).
- Parents and non school employees will **not** be allowed to enter the school in order to reduce the risk of spreading COVID-19.
- Parent meetings will be virtual during the 2020-2021 school year.
- Visitors will be permitted in the school **only** by appointment (e.g. IEP meetings, clinic appointments, etc.).
- All visitors must wear a mask; have temperature checked upon arrival, and practice social distancing.

Absences/Sick Leave

- Current sick leave practices and policies remain in effect.
- If a student presents with fever (100 degrees or more) and/or cough, they are automatically sent home with information about COVID testing.
- A student with a fever and symptoms will be placed in isolation until a parent arrives to pick them up from school.
- A student that tests positive with COVID or has symptoms must remain home for 10 school days.
- Students will be required to participate in distance learning while sick or waiting for test results.
- Teachers will be mandated to STAY HOME when sick. No exceptions.
- Staff will check temperature and sanitize as they enter the building each day.

Safety Practices

Hygiene Practices

SHA faculty will promote healthy hygiene practices by:

- Checking temperature for all staff and students before they enter the building.
  - Curbside temperature check stations to monitor car riders & walkers
  - Temperature of 100 degrees or greater prevents any person, including students and staff from entering the building
  - **No one will enter the building with a temperature of 100 degrees or greater.**
- Teaching and reinforcing hand washing and covering coughs and sneezes among students and staff.
- Monitoring and enforcing safety practices including: social distancing, hand washing, sanitizing and safe practices.
- Supplying adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol, paper towels, tissues, and no-touch trash cans.
- Posting signs on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures, and properly wear a face covering.
- Closing all public/shared drinking fountains during the 2020-2021 school year.
  - Water bottles with water must be brought from home.
  - Parents and students will be responsible for cleaning, filling and returning water bottles to school each day.
- Propping interior classroom doors to minimize door touches.

Masks/ Shields

- Masks will be worn by all staff members. Shields are also provided. The best protection is offered when a mask is worn with a shield.
- Every student must have a cloth mask face covering that covers their mouth and nose.
- Students will be required to wear masks when in common areas (e.g. hallways, restrooms, to and from cafeteria, entering the building).
- Masks are recommended in the classroom when feasible, practical and not a distraction.
- Parents may request permission that their child wears a mask/face covering at any/all other times (even if socially distanced).
- Parents will be required to wash and maintain clean masks for their child.
- Individual desk shields are provided for each student and will be used as an additional barrier when students are seated and working at their desks.

Entry of Building

- All students and staff will be required to wear a cloth mask when entering the building.
- SHA students will have their temperature checked and hands sanitized at the curb each day before they enter the building.
- Students that pass the temperature check will be allowed to proceed to school. Students with a temperature at 100 degrees or more will not be admitted to school.
- Students that are not eating breakfast may be dropped off at 7:40 a.m. and go directly to their classroom door. Teachers will be in the classroom.
- Paraprofessionals will assist with ensuring that students arrive to their classroom safely by monitoring hallways.
- Students that eat breakfast at school will need to wear a mask and enter through the front door of the school and proceed directly to the cafeteria.
- Breakfast will be provided and seating will be socially distanced to accommodate students. As students finish, they will wear their mask as they leave the breakfast room and proceed to the classroom and maintain social distancing through the hallways.
- Hallways will be one sided with arrows and signs to encourage social distancing.

Exiting of Building

- Masks must be worn when students leave the classroom and head to their dismissal location.
- Classroom teachers should utilize the classroom outside door whenever possible for exit and entry. Ensuring that these doors remain locked and closed is essential to school safety. Doors should not be blocked open as this poses security risks.
- Students that walk home will be dismissed first each day by intercom. Students will walk from their classroom to the designated waiting area. North walkers will wait in the art hallway, masks on and socially distanced. South walkers will wait in the south hall with masks on and socially distanced. Students should follow social-distancing guidelines as they leave the property and siblings/family groups should walk together.
- Staff will escort walkers from the outside area and off the property.
- Students that ride in carpool will have designated waiting locations inside the first grade hallway and the cafeteria. Siblings and large family groups as well as daycare groups should wait at their designated location in the cafeteria until their name is called on the intercom.

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Restroom Breaks

- Students and Staff are to wear masks and practice social distancing protocols when they are in the hallways.
- Students will have group restroom breaks that are coordinated so that others are not in the restroom at the same time as a classroom group.
- A limited number of students will be allowed in the restroom at one time.
- The teacher/paraprofessional will sanitize the restroom after the classroom break. This includes spraying Lysol on the handles and sink fixtures.
- The teacher will report any concerns to administration.
- Students that have restrooms in their classroom may utilize these during the day. The same group of students will be utilizing this facility throughout the day.
- The teacher/paraprofessional will check and sanitize the classroom restroom two to three times per day.

Lunch/Breakfast Room

- Students and staff must wear masks and practice social distancing protocols when they enter and exit the lunchroom.
- Students will be socially distanced during lunch/breakfast with groups separated by partition walls in cafeteria.
- The teacher/paraprofessional will sanitize the table tops after lunch with a virus killing product.
- The teacher will report any concerns to administration.
- Students may bring lunch or receive a meal through the cafeteria line.
- No sharing of food items will be allowed.
- No guest/visitors for lunch. Lunch deliveries are discouraged.

Recess

- Students and staff are to wear masks and practice social distancing protocol as they exit the lunchroom and proceed to the playground.
- Students will be socially distanced during recess with groups separated and playing on separate areas of the playground.
- A health lap will be utilized at the beginning of recess to allow for the previous group to exit the playground.
- Students are encouraged to play no-contact games from Peaceful Playground curriculum.
- Masks are encouraged but not mandatory on the playground if social distancing is in effect.
- At the conclusion of recess, students will line up on opposite sides of the perimeter line.
- Teachers must arrive on time to pick up students.
- Upon entry of the building students must use hand sanitizer and put on cloth mask.

Specials

- Specialists will visit the scheduled classrooms daily to conduct their lessons.
- Teachers may leave the classroom as this is their plan time.
- Students will not move to specialists' classroom unless directed to do so.
- Specialists will coordinate their schedule so that once per day their classroom is used for one group of students.
- Specialists will sanitize table tops, keyboards, equipment and supplies in their classroom daily.
- Specialists will utilize the classroom practices that promote social distancing and hand hygiene.

Classroom Practices

- A cloth face mask must be worn when entering and exiting the classroom.
- Sanitization with hand sanitizer will occur upon each exit and entry to the classroom.
- Space seating/desks to at least six feet apart when possible. If not possible individual desk dividers should be used.
- Desk dividers will be used to identify student's individual space and to help maintain distance.
- Teachers will turn desks to face in the same direction (rather than facing each other), or have students sit on only one side of tables, spaced apart.
- Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas and taken home each day and cleaned, if possible.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc. assigned to a single student) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- If food is offered at any event, have pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal. Avoid sharing of foods and utensils.
- Avoid sharing electronic devices, toys, books, and other games or learning aids. If this cannot be avoided, items should be sanitized between student use.
- Students will be supplied with their own supplies and an area to keep their supplies.
- SHA administration will notify local health officials, staff, and families immediately of a positive case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

Distance Learning

Preparing for Intermittent Closures

SHA will remain vigilant in preparing for sudden intermittent closures or rapid transitions to extended periods of remote learning. SHA has a digital communication plan for all parents through the *Class DOJO* app and maintains a constant state of preparedness throughout the school year. This will include packets of learning materials for students' distance learning from home, and considerations for blended learning in lesson planning.

Closings

- Administration will check State and local health department notices daily about transmission in the area and adjust operations accordingly.
- In the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the community, school may close for a short time (1-2 days) for cleaning and disinfecting or longer if required.

Virtual Learning

- 100% Virtual Learning will be in place for the first nine weeks of school. We will review and update our plan based local guidance.

- When we do return to traditional learning, Virtual Learning days may be required school wide to prevent the spread of COVID-19. During these times of virtual learning, attendance and absence policies will be in place for students and staff. Virtual Learning days will be put into place when:
  - The state closes school to prevent the spread of COVID-19.
  - If the state limits the number of students that can be in a building.
  - If a student becomes ill or a family member tests positive for COVID-19.

- Subject to the exceptions provided below, resources (instructional technology and equipment, including but not limited to devices and connectivity), are provided free of charge to all students to ensure the ability to access the virtual instruction, and if not, that equitable measures are in place and provided to students free of charge.

- Chrome Book Devices will be available for student check-out as necessary.

- A hybrid approach of paper-pencil work packets and technology based learning will be provided to maximize learning access to all students.

- All grades/courses are designed in a manner that facilitates and appropriately aligns with the Oklahoma Academic Standards.

The Virtual Learning Plan is a three-tiered approach that provides instruction, remediation support for struggling learners and an even stronger support for students with IEPs and ELL services.

- Tier One is comprised of instructional resources provided by the classroom teachers in PreK-5th.
- Tier Two is intervention support and tutoring provided for our struggling readers with the use of our trained paraprofessionals and specialist staff.
- Tier Three is in place to support our ELL and IEP students through our special education department.

The Virtual Learning Plan addresses the issue of equity of service for our under- resourced learning population through a variety of measures. We are utilizing a blended learning model of work packets (paper/pencil/workbooks) and technology. We have developed the SHA You Tube channel that will be the platform of learning.

https://www.youtube.com/channel/UCrgNz2nbELUhj4xNpCdO_yg?view_as=subscriber

Google Classroom will be the foundation of instruction delivery and assignments in 2nd-5th grades. Study Island, Reflex Math, Exact Path and Big Ideas Math will be utilized to practice as well as

assignments through the Google Classroom platform. For students with limited technology, they will be able to borrow a Chrome Book from the school. PreK-1st grade early learning is outlined below. In addition, we will be offering intervention support for our struggling learners and continual communication with our parents.

PreK & K

- 15 minute read aloud and literacy skills including a reading task and/or writing activity
- 15 minute math lesson, activity, application practice or games focused on concepts, skills, or content (i.e. number sense, computation, problem solving, etc.) 3 times a week
- 15 minutes of reading skills practices (i.e. rhyming, sounds in a word, letter names and letter sounds)
- Extended Learning:

  30-60 minutes of outdoor play

  10-20 minutes of reading with family (books of their choice)

  30+ minutes of imaginative play (small toy play, dress up play, building, etc.)

1st Grade

- 30 minutes read aloud or independent reading, including reading tasks or writing prompts
- 20 minutes combination of math lesson, activities, application practice or games focused on concepts, skills or content (i.e. number sense, computation, problem solving, etc.) 3 times a week
- 20 minutes science/social studies activity or lesson connected to an overarching project or topic of study once a week
- Flexible time for specials (Physical Education, Music, Art, World Language)

Teachers from each grade level will post assignments, daily video messages and resources for families. In addition, students will use our school communication app, *Class DoJo,* to connect with their teachers daily and submit images of work assignments. This is a confidential platform to ensure that we continue the standard of protecting students' rights under FERPA. In addition to these required components of the SDE plan, we will be offering supplemental activities and supports to all students through our virtual learning platform. SHA will continue to follow the directives and guidance of the State Department of Education during this time of distance learning.

Our learning packets will include classroom workbooks, readers, novels and supplies. A pick-up date will be established and communicated through Class DoJo for the distribution of materials.

By developing a platform that is user-friendly and accessible on Smart Phones 24/7, we are confident that we will remain connected with our families. Our learning interventionist team, ELL Team and Special Education Team will contact students in their caseload two times per week. They will conduct FaceTime Calls or request that videos of students reading be sent, to help facilitate reading instruction that is targeted.

These interventions will be in addition to the weekly calls from the classroom teacher. Teachers will also identify "Virtual Office Hours" to allow parents to call and discuss questions or concerns.

Personnel

Employee Travel Restrictions:

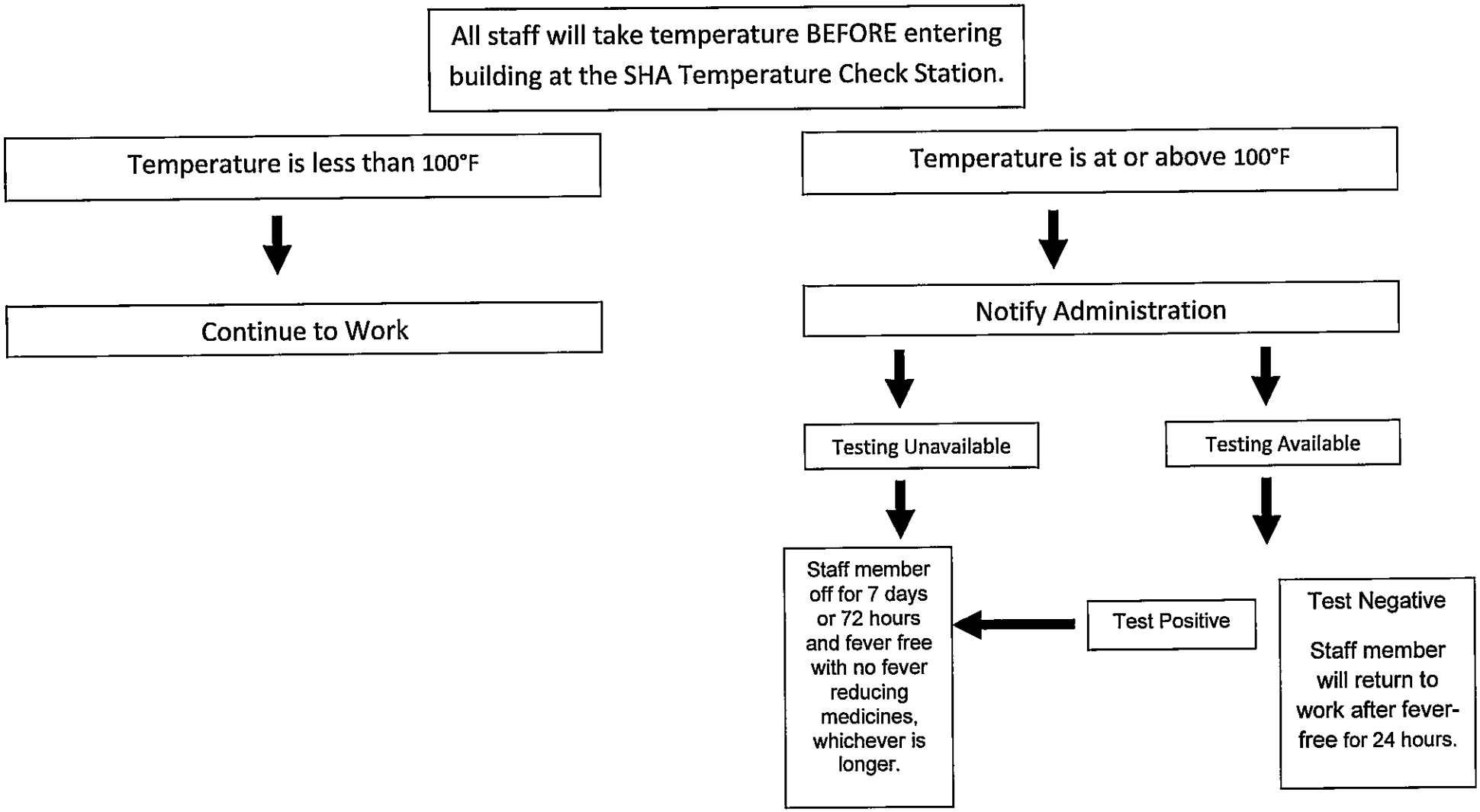
- Currently there are no travel restrictions on employees or students. We will continue to monitor the CDC recommendations and adjust as necessary.

Employee Sick Leave:

- Current practices for employee sick leave will remain in place. (Outlined in Staff Handbook)
- Employees may use sick leave time for required quarantine.

Stanley Hupfeld Staff Screening Protocol

All staff members will take temperature twice daily. The guidance below is specific to days caregivers are scheduled to work.



Stanley Hupfeld Staff Exposure Chart

Low Risk of Exposure

- Staff wearing mask
- Student wearing mask
- Less than 15 min. of exposure
- Greater than 6 feet of social distance

↓

Self Monitor

- No incident report is filed and staff returns to work and will self-monitor for symptoms. Temperature check conducted twice per day at SHA's temperature check station.

Moderate or High Risk Exposure

- Staff not wearing mask
- Student not wearing mask
- Greater than 15 min. of exposure
- Less than 6 feet of social distance

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Active Monitoring

- Administration is notified of exposure and completes incident report.

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Asymptomatic

If staff is asymptomatic they continue working and self-monitoring. Temperature check is conducted 3 times per day at SHA's temperature check.

Symptomatic

If staff is symptomatic (fever is 100°F degrees or greater) they complete COVID testing and isolate at home until fever free for 24 hours with no fever reducing medication. If COVID test is positive, staff isolates at home for 10 days from the onset of the symptoms and must be 24 hours fever free with no fever reducing medication.

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Do not return to work for a minimum of 10 days.

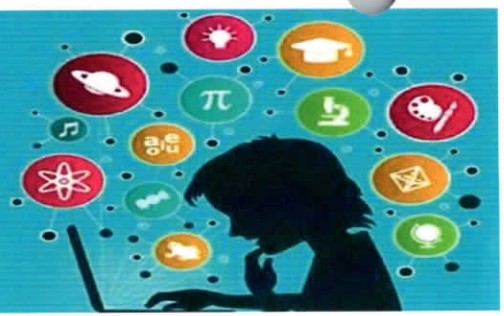
Staff Duties During School Closure/Virtual Learning

- Staff will continue their assigned duties during distance learning while working remotely from home.
- Specialists and paraprofessionals will be utilized to serve the ELL and SPED populations and offer remediation support to assigned students.
- Teachers will be expected to conduct virtual learning lessons, take attendance, assess and offer remediation support.
- Weekly Zoom meetings will be conducted for all staff.
- Grade Level Team Meetings will be conducted for grade level staff.
- Grades PreK-1st will utilize Class DoJo and the YouTube Channel as its primary platform for delivering instruction.
- Grades 2-5 will utilize Google Classroom and Class DoJo as its primary platform for delivering instruction.

Stanley Hupfeld ACADEMY
AT WESTERN VILLAGE

1508 NW 106th St • Oklahoma City, OK 73114 • (405) 751-1774
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

Parent Fact Sheet
Return to Learn
2020-2021



Your commitment and assistance during these unprecedented times is greatly appreciated. This plan was created with guidance from the Oklahoma State Department of Education and the Centers for Disease Control and Prevention. SHA has taken a layered approach to preventing the spread of COVID-19.

Quick Facts for Parents/Families (Return to Brick& Mortar Building):

- Students will need 3-4 cloth masks that fits comfortably.
- A clean mask must be worn each day and taken home to be washed.
- Students will need a water bottle to take back and forth each day to school. There will not be any access to water fountains at school.
- Students are not to bring a backpack to school each day.
- Water bottles should be cleaned and filled with water at home and returned to school each day.
- Temperature checks will occur as students are dropped off at school each day. Students that have a temperature of 100 degrees or above will not be allowed to come to school.
- You are required to pick up your child immediately if they are sick.
- Access to the school is limited to students and staff to ensure their safety and reduce risk of spreading illnesses.
- Please ensure that you download the Class DoJo App and stay connected with your child's teacher.
- Our School Story on Class DoJo will carry all announcements and updated information.
- Please ensure that you have an updated phone number on file with the school office and an emergency contact listed on your child's paperwork.

Stanley Hupfeld Academy
Virtual Learning Option

Student Name: _____

Grade: _____

Parent/ Guardian Name: _____

Phone Number: _____

E-Mail Address: _____

By submitting this form, I am enrolling my student in Stanley Hupfeld Academy's Virtual Learning. In doing so, I understand the following conditions. Please initial each statement to indicate that you understand the commitment.

____ I have access to consistent high speed internet to conduct Virtual Learning.

____ Virtual learning is not independent learning.

____An adult learning coach (parent, guardian, grandparent, etc.) will be available to help the virtual student at least 5 hours a day.

____The learning coach (parent, guardian, grandparent, etc.) may need to assist my student with downloading software, answering teacher emails, monitor Zoom sessions and arrange for assessments at the school site.

____Daily attendance is required and will be monitored through phone calls and class DoJo.

____An SHA teacher will be available to meet with the student and family virtually a couple of times a week and will be responsible for grading submitted work and assigning grades.

____This is a semester- long commitment. If I choose this option for my child, we are committing to Virtual Learning for the first semester and cannot transfer back to traditional school until January 2021.

Name and phone number of the adult learning coach (parent, guardian, grandparent etc) who will be available to help the student:

_____

Name Phone Number

Parent Signature_____

Date_____

Stanley Hupfeld Academy Virtual Learning Option

Virtual Learning is an educational opportunity designed to serve families who desire a virtual education. The program offers the flexibility of an online programs that can be accessed from anywhere at any time. This free program aligns with Oklahoma Academic Standards and offers an option for K-5th grade students. Certified classroom teachers will provide online instruction and assignments to students. Our Reading Coach will assist with daily support, assessments and attendance check-ins.

It is important to note that once a family selects SHA Virtual Learning the student cannot return to traditional school for the remainder of the semester.

To enroll in Virtual Learning parents must submit a request with administration or the classroom teacher by July 27th. Space in the program is limited.

- Virtual Learning students will remain members of Stanley Hupfeld Academy with educational services provided by the school.

Frequently Asked Questions

Who can participate?

Any K-5 student who is enrolled in Stanley Hupfeld Academy, and has a learning coach (parent/guardian) who can be available to them for assistance is eligible to participate in the program.

Is there a cost to participate?

There is no cost to participate in Virtual Learning.

How and when do we select Virtual Learning?

Teachers will call parents to introduce themselves after July 15th. Parents will have until July 27th to finalize their decision to do Virtual Learning.

Who teaches the courses?

Your highly qualified, certified classroom teacher and the reading coach will provide online instruction and work closely with the student, and parent to provide the curriculum. Teachers monitor their student progress and are available to help using a variety of means including virtual meetings, email, or phone calls.

What is the role of the parent or guardian?

Parents and guardians serve as the learning coach. In grades K-3, parents should be available to help most of the time, as this age group could need help at any given time. In grades 4-5, parents and guardians should monitor the student's progress daily. It is important that parents help the student stay focused and on a schedule.

Do I need to have internet access?

Yes. Reliable, high-speed internet access is necessary to access and complete virtual lessons, grades, and teacher support.

Do I need to purchase a computer?

No, Stanley Hupfeld will provide a device (Chromebook) if necessary.

What will my child study?

The subjects in Virtual Learning are the same grade-appropriate core subjects as those as traditional school. Big Ideas Math, Reflex Math, Study Island and Exact Path are utilized to support content and assignments. Daily reading and writing assignments will also be required. State assessments, end of the year reading goals and Reading Sufficiency requirements will be required for virtual learning students. Report Cards are issued at the end of each nine-week period.

Will My Child Be in Front of a Screen All Day?

No. We estimate that Virtual Learning will require students to spend 3-4 hours a day maximum on the computer and another 3-4 hours on work on activity time. The involvement of the learning coach (parent or guardian) will be crucial to ensuring that the student is not spending too much time in front of a screen.

What if we discover Virtual Learning is not the right fit?

We want to ensure students are placed in a successful learning environment and understand that online learning may not be for every student. The student has the option of returning at the end of the semester to the traditional

classroom. The student, parent/guardian, and teacher will work together to make this decision.

Can I enroll part of the day in traditional school and part of the day in Virtual Learning?

No, K-5 students and families have to choose between traditional school or Virtual Learning.

Will my child be required to take standardized tests?

Yes. All Stanley Hupfeld Academy students must complete Oklahoma State standardized tests. Formative and summative assessments throughout the year help develop the skills needed to perform well on state tests. Your Virtual Learning teachers will let you know where and when your child is scheduled to test. Reading and math benchmark assessments are required as well as DRA assessments. Some required assessments that are given by the teacher or reading coach must be conducted in person, at the school site.

Do students have access to the school library?

Yes. Students have access to the school library during regular school hours. Please call ahead to arrange an appointment.

Is all coursework done on the computer?

No. Students participate in a variety of offline educational activities and projects, which are evaluated by the teacher.

What are the benefits of participation?

Students have the opportunity to develop skills such as organization, initiative, responsibility and time management.

What challenges should I consider before deciding to enroll?

Students, with the assistance of the parent, must make a greater effort to stay organized, create a schedule, manage their time and work toward staying on pace to complete their coursework. As a parent/guardian, you will need to work closely with your child to help monitor their progress.

What if my child has special needs?

Parents of children with disabilities on a Section 504 Accommodation Plan or on an Individualized Education Program (IEP) will want to meet with their team to determine which virtual program is the best placement for their child.

What computer skills are necessary?

Participating students will need some basic skills with regard to computer use, as it is an important part of the program. In early grades, the parent plays an integral role in interacting with the computer.

What if we have technical issues?

If technical issues arise your child's online teacher(s) will be there for initial support. Additional support is provided through our technology department.

Have more questions?

For more information, contact Ruthie Rayner at:

Ruthie.rayner@wvacademy.com

405-550-9837

Meeting Minutes
July 15, 2020

Present: Chris Brewster; Tobi Campbell; Shannon Grimes; Ben Harris; Darius Kirk; Tracy McDaniel; Audra Plummer; Elsie Pollock; Charlie Price; Ibrahim Sel; Michelle Scionti; Lance Seeright; Sheryl Tatum; Andrea Warren; Jennifer Wilkinson; Heather Zacarias

Present by Request: Brent Bushey; Jordan Doerfel; Eric Doss; Bill Hickman; Pat McKinstry; James McSpadden; Jason Midkiff; Terri Thomas; Jacque Walsh

1. Call to Order and Approval of June 17, 2020 Meeting Minutes
The meeting was called to order at 11:03am.
Action: The motion to approve the June 17, 2020 meeting minutes as presented was made by Tracy McDaniel, seconded by Tobi Campbell, and approved unanimously.

2. Legislative Update
The houses's published list of interim studies and election overview were discussed. Interim studies: only 88, usually half get approved. Education topics: bilingual studies; play-based learning; school transportation funding in virtual environment; school physical education; and the A-F rubric. There are no charter specific bills, but may be a charter piece on the transportation study. Elections: one incumbent senator loss, so one replacement for him coming in. Senator Boggs, Senator Sharp, and Senator Scott from Duncan are in run-offs. Rep Kieger lost to former house member Rick West. Rep Dunnington lost in the primary to Mauree Turner. Rep AJ Pittman, who won, is the pro-school choice. Rep Fincher lost to Wendi Stearman. There are four new house republicans. All in all, not a lot of action on primary election night. McSpadden will let association members know if they need to contact any of the new elected officials. Stanislawski is no longer in the chair position. The general budget is expected to be a stand-still budget.

3. Financial Update
Michelle Sconti, new board Treasurer presented the financial update. The current bank balance is approximately $29,000 and includes July payments. There was one additional payment for association branded banners and tablecloths for marketing events. They will be stored at the OPSRC OKC office.

4. Funding Model Task Force Update
Barry Schmelzenbach is not present. It was agreed to postpone the proposed funding model until the next scheduled meeting. To ensure funding income, membership invoices will be sent based on the previous $2,500 per site membership structure. If the proposed structure is approved, adjustments will be made and either a refund issued or invoice sent for the additional dues. Please contact either Pat McKinstry, pat.mckinstry@opsrc.net or Jordan Doerfel, jordan.doerfel@opsrc.net if you have any questions about your invoice.

5. Funding Lawsuit Update: Bill Hickman
There are no updates on the funding lawsuit. There has been a Supreme Court ruling on a related lawsuit stemming from an appeal based on a district court ruling. The outcome might affect the charter association case. The case involves implementing a time limit to request past state appropriated funds. This could have an impact on the current association lawsuit.

6. Growing Support for Chartering
At the national level, Republicans have been more supportive of charters and charters are beginning to receive bi-partisan support. The Democratic National Committee (DNC) Platform Drafting Committee is currently working on a draft platform to be presented to the DNC as the official platform of the Democratic Party regarding public schools. They fail to include charters as a public school option. Charter leaders are requested to reach out to tell their stories. The national charter school conference begins July 16th with more information to follow. Charlie Price offered to create a letter for the DNC from the charter association in response. The suggestion was made to include one from charter leaders of color.

The Freedom Coalition for Charter Schools is asking you and your network of charter school supporters to:

1. Tell your story and
2. Respond directly to the education recommendations from the Biden-Sanders Unity Task Force that are harmful to charter schools. Click here for talking points.

Ways to engage include (note: the sooner you can submit, the better):

- Submitting video testimony as directed here up until July 27th.
- You can also submit your testimony in writing via online comment or email it to platform@demconvention.com. If you'd prefer to mail in your comments, please address them to: The Democratic National Committee, 430 South Capitol St SE, Washington, DC 20003.
- Reach out directly to Drafting or Platform Committee members via your direct connections or connections you might have in their states or organizations.

7. Other Business

For schools that received a PPP grant, Price Lang has put together talking points in response to any press inquiries. Feel free to reach out to work with him on that and to individualize the template already available.

Covid Reopening

OPSRC staff are working on information and resources to help schools with reopening and how that looks in the fall. Jamila MacArthur, Terri Thomas, and Jacque Walsch are tremendously helpful working through this with schools. The OPSRC site for the Recovery to Reinvention is www.opsrc.net/reimagine is now live and has a lot of valuable information.

It was requested to share Return to Learn plans with Eric Doss. He will compile and share with all the charters.

8. Adjourn

Motion to adjourn at 12:24p was made by Tracy McDaniel, and seconded by Dr. Sel, and approved unanimously.

Next Scheduled Meeting - Wednesday, August 18, 2020

STANLEY HUPFELD ACADEMY AT WESTERN VILLAGE
ADVISORY BOARD
MEETING DATES 2020-2021

MONDAY, AUGUST 3, 2020

MONDAY, OCTOBER 5, 2020

MONDAY, DECEMBER 7, 2020

MONDAY, FEBRUARY 1, 2021

MONDAY, APRIL 5, 2021

MONDAY, JUNE 7, 2021

All meetings are open to the public and are held in the SHA Schwartz Performing Arts Building from 3:45 p.m. to 5:00 p.m.

A quorum is required for action items.

For more information: Tobi.campbell@integrisok.com

Stanley Hupfeld Academy Calendar

2020-2021

Stanley Hupfeld ACADEMY AT WESTERN VILLAGE

• Our mission is to provide effective learning opportunities for all students. •

July 2020

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Date **Event or Holiday**

Aug 3-7 - Professional Development Days (All Staff)
August 10 - First Day of School
September 7- Labor Day- No School
October 6 & 8 - Student Led Conferences
October 12-16 - Fall Break
November 3 - Election Day - No School
November 23 & 24 - Comp Days (No School)
November 25, 26, 27 Thanksgiving
December 21- Jan. 4 - Winter Break
Jan. 4 - Professional Development Day (All Staff)
Jan. 5- Students Return Back from Winter Break
Jan. 18- MLK Day (No School)
February 15 - President's Day - No School
March 9 & 11 - Student- Led Conferences
March 15-19- Spring Break
April 2- April Day- No School
May 20 - Last Day of School
May 21- Teacher Record Day / Professional Development (All Staff)

Green Shading = Professional Development Days
Yellow Shading = School Not In Session
Blue Shading = Student Led Conferences

October 2 -- End of 1st Quarter (41 Days)
January 8- End of 2nd Quarter (48 Days)
March 5- End of 3rd Quarter (38 Days)
May 20 - End of 4th Quarter (48 Days)

175 School Days
2 Student Led Conference Days
5 Professional Development Days
182 Total Days

Revised:7/28/20

NOTICE OF MEETING

STANLEY HUPFELD ACADEMY at Western Village

ADVISORY BOARD

M O N D A Y, OCTOBER 5, 2020

3:45 P.M. – Schwartz Performing Arts/Community Center

SW Corner of Campus (Park in West Lot, Enter North Door)

A G E N D A

Agenda items are subject to change up to 24 hours prior to meeting, excluding holidays and weekends. Meetings are open to the public.

Welcome and Introductions — **Tobi Campbell, Director**

Special Presentation,

- Distance Learning at SHA — **Ruthie Rayner, Principal**

Approval of Minutes — **Tobi Campbell, Director**

- August 3, 2020

Director's Report — **Tobi Campbell, Director**

- Financial Report:
  - Approval of July and August 2020 Financials
- Approval of 2020-21 Estimate of Needs
- Review School Reopening Plan

Principal's Report — **Ruthie Rayner, Principal**

- Approval of Policies
  - Federal Programs Complaint
  - Access to Recruiter
  - Travel
  - Student Homeless Policy
- Review Annual Performance Indicator Report

New Business

Adjourn — **5:00 p.m.**

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending July 31, 2020

CURRENT MONTH						YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
0	229,035	229,035	U	100.00	OTHER REVENUE	0	229,035	229,035	U	100.00
0	**229,035**	**229,035**	**U**	**100.00**	**TOTAL REVENUE**	**0**	**229,035**	**229,035**	**U**	**100.00**
161,581	170,576	8,995	F	5.27	SALARIES AND BENEFITS	161,581	170,576	8,995	F	5.27
1,250	2,112	862	F	40.83	PROFESSIONAL FEES	1,250	2,112	862	F	40.83
8,078	10,792	2,714	F	25.15	SUPPLIES AND MATERIALS	8,078	10,792	2,714	F	25.15
17,713	32,077	14,364	F	44.78	PURCHASED SERVICES	17,713	32,077	14,364	F	44.78
30,330	11,201	19,129	U	170.79	UTILITIES/RENTAL/OTHER	30,330	11,201	19,129	U	170.79
4,961	5,248	287	F	5.46	DEPRECIATION/AMORTIZATION	4,961	5,248	287	F	5.46
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
223,912	**232,005**	**8,093**	**F**	**3.49**	**TOTAL EXPENSES**	**223,912**	**232,005**	**8,093**	**F**	**3.49**
(223,912)	**(2,969)**	**220,943**	**U**		**INCOME FROM OPERATIONS**	**(223,912)**	**(2,969)**	**220,943**	**U**	
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
(223,912)	**(2,969)**	**220,943**	**U**		**NET INC/(LOSS) before Mkt Chg**	**(223,912)**	**(2,969)**	**220,943**	**U**	
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
(223,912)	**(2,969)**	**220,943**	**U**		**NET INC/(LOSS) before Unusual**	**(223,912)**	**(2,969)**	**220,943**	**U**	
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
(223,912)	**(2,969)**	**220,943**	**U**		**NET INCOME/(LOSS)**	**(223,912)**	**(2,969)**	**220,943**	**U**	

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STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

JULY 31, 2020

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Statement of Expenses Two Year Comparison
by Project, Object – General Fund - Cash Basis 4

JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

September 11, 2020

Honorable Board of Education
Stanley Hupfeld Academy
Tulsa, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of July 31, 2020 and the related statements of revenues and expenses – cash basis for the month ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all, of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE. BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
WWW.JENKINSKEMPER.COM

STANLEY HUPFELD ACADEMY
JULY 31, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 105,274.19
Total Assets	105,274.19
Liabilities	
Outstanding payments 2020-21	33,220.19
Outstanding payments 2019-20	4,561.63
Open Encumbrances	675.00
Total Liabilities	38,456.82
Cash Fund Balance	$ 66,817.37

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 7/31/2019	% of YTD to Budj.	2020-21 Budgeted	2020-21 7/31/2020	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86		0.0%			N/A
Bookstore Revenue	1450	6,623.64		0.0%			N/A
Commissions	1460	476.92		0.0%			N/A
Miscellaneous Reimb.	1590	7,940.39		0.0%			N/A
Contributions and Donations	1610	250,100.00		0.0%	500,000.00		0.0%
Student Lunches	1710	797.50		0.0%			N/A
Adult Lunches	1730	127.25		0.0%			N/A
Foundation & Incentive Aid	3210	1,927,853.00		0.0%	1,855,958.75		0.0%
Flexible Benefit	3250	184,530.12		0.0%	184,530.12		0.0%
Reading Sufficiency	3415	13,279.86		0.0%			N/A
Textbooks	3420	15,961.05		0.0%	15,762.13		0.0%
State Matching	3720	2,342.96		0.0%	2,225.81		0.0%
Title I	4210	134,167.43		0.0%	160,000.00		0.0%
Title I Prior Year	4210	28,078.64		0.0%			N/A
Title II-Part A	4271	21,423.57		0.0%			N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58		0.0%	55,000.00		0.0%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64		0.0%			N/A
Title IV, Part A Student Support	4442	15,000.00		0.0%	15,000.00		0.0%
CARES Act & Incentive	4689			N/A	114,000.00		0.0%
Federal Lunches	4710	125,963.08		0.0%	177,341.60		0.0%
Federal Breakfasts	4720	47,854.77		0.0%			N/A
Fresh Fruits/Vegetable Program	4760	12,857.52		0.0%			N/A
Correcting Entry	5600	355.14		0.0%			N/A
Total revenue		2,851,653.67	-	0.0%	3,079,818.41	-	0.0%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	140,981.46		3,353,426.99	273,608.58	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	157,542.73	8.1%	2,050,000.00	161,362.20	7.9%
Non-payroll	300-900	781,132.64	63,889.74	8.2%	1,100,000.00	45,429.01	4.1%
Total expenditures		2,727,725.70	221,432.47	8.1%	3,150,000.00	206,791.21	6.6%
Ending Balance		$ 273,608.58	(80,451.01)		203,426.99	66,817.37	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August										-
September										-
October										-
November										-
December										-
January										-
February										-
March										-
April										-
May										-
June										-
Totals	-	-	-	-	-	-	-	-	-	-

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 7/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 7/31/2020	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	104,660.53	8.97%	1,250,000.00	112,205.81	8.98%
Employee Benefits	200	328,329.78	26,502.72	8.07%	390,000.00	27,107.22	6.95%
Worker's Compensation	290	6,654.93		0.00%	15,500.00		0.00%
Management Services	310	6,000.00	500.00	8.33%	72,500.00	500.00	0.69%
Professional-Education Services	320	1,226.41		0.00%	50,000.00		0.00%
Accounting Services	331	41,200.00	1,750.00	4.25%	40,000.00	1,750.00	4.38%
Medical Services	336	40,002.60		0.00%	52,000.00		0.00%
Security Services	344	2,235.00	60.00	2.68%	1,000.00	60.00	6.00%
Tech Related Services	346	94.04		0.00%	-		N/A
Legal Services	350	4,154.30		0.00%	-		N/A
Professional Empl Training	360			N/A	1,000.00		0.00%
Water Utilities	410	11,772.24	329.47	2.80%	14,000.00	426.88	3.05%
Cleaning Services	420	38,445.75	1,045.00	2.72%	40,000.00	3,102.75	7.76%
Repairs and Maint. Services	430	15,168.91	467.22	3.08%	150,000.00	1,341.95	0.89%
Rental Services	440	3,809.61	80.00	2.10%	10,000.00	6,760.00	67.60%
Student Transportation	511	1,455.00		0.00%	-		N/A
Insurance	520	35,914.00		0.00%	40,000.00	15,283.78	38.21%
Communications Services	530	10,767.21	345.60	3.21%	9,500.00	426.49	4.49%
Advertising	540	179.20		0.00%			N/A
Printing and Binding	550	4,373.02	465.60	10.65%	1,500.00	170.06	11.34%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	1,993.15	6.73%	110,000.00	2,274.31	2.07%
Energy	620	45,147.35	269.48	0.60%	50,000.00	2,645.05	5.29%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40		0.00%	7,500.00		0.00%
Equipment and Furniture	650	13,807.79	12,190.42	88.29%	20,000.00	7,271.75	36.36%
Awards, Gifts, Decorations	682	9,816.05	905.34	9.22%	15,000.00	208.99	1.39%
Technology Related Hardware	733	83,956.48	40,804.52	48.60%	85,000.00		0.00%
Dues and Fees	810	4,321.92	2,664.67	61.65%	4,250.00	2,545.00	59.88%
Staff Registration & Tuition	860	1,055.00		0.00%	250.00		0.00%
Donations	881	870.76		0.00%	-		N/A
Reimbursement	930	355.14		0.00%			N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59		0.00%	55,000.00		0.00%
Subtotal		1,965,501.67	195,033.72	9.92%	2,484,000.00	184,080.04	7.41%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18					
General Supplies & Materials	610-650	46,733.31					
Awards, Gifts, Decorations	682	9,900.00					
Donations	881	1,764.40					
Subtotal		88,786.89	-			-	
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69		0.00%	225,000.00		0.00%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	19.27	0.12%	10,000.00	662.00	6.62%
Subtotal		191,157.52	19.27	0.01%	245,000.00	662.00	0.27%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	15,125.51	6.99%	185,000.00	15,866.03	8.58%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	5,938.97	3.21%	165,000.00	6,183.14	3.75%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	5,938.97	3.21%	175,000.00	6,183.14	3.53%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 7/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 7/31/2020	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	5,315.00	10.64%	60,000.00		0.00%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	5,315.00	10.64%	61,000.00	--	0.00%
Grand Total		2,727,725.70	221,432.47	8.12%	3,150,000.00	206,791.21	6.56%
Payroll Expenses	100-200	1,946,593.08	157,542.73	8.09%	2,050,000.00	161,362.20	7.87%
Non-Payroll Expenses	300-900	781,132.64	63,889.74	8.18%	1,100,000.00	45,429.01	4.13%
Totals		2,727,725.70	221,432.47	8.12%	3,150,000.00	206,791.21	6.56%

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending August 31, 2020

CURRENT MONTH						YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
196,962	229,035	32,073	U	14.00	OTHER REVENUE	196,962	458,071	261,109	U	57.00
196,962	**229,035**	**32,073**	**U**	**14.00**	**TOTAL REVENUE**	**196,962**	**458,071**	**261,109**	**U**	**57.00**
162,846	170,576	7,730	F	4.53	SALARIES AND BENEFITS	324,427	341,151	16,725	F	4.90
5,250	2,112	3,138	U	148.52	PROFESSIONAL FEES	6,500	4,225	2,275	U	53.85
4,992	10,792	5,800	F	53.75	SUPPLIES AND MATERIALS	13,070	21,584	8,514	F	39.45
10,317	32,077	21,760	F	67.84	PURCHASED SERVICES	28,030	64,153	36,124	F	56.31
10,049	11,201	1,151	F	10.28	UTILITIES/RENTAL/OTHER	40,379	22,401	17,978	U	80.25
4,961	5,248	287	F	5.47	DEPRECIATION/AMORTIZATION	9,922	10,495	574	F	5.46
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
198,415	**232,005**	**33,590**	**F**	**14.48**	**TOTAL EXPENSES**	**422,327**	**464,010**	**41,683**	**F**	**8.98**
(1,453)	**(2,969)**	**1,517**	**F**	**51.07**	**INCOME FROM OPERATIONS**	**(225,365)**	**(5,939)**	**219,426**	**U**	
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
(1,453)	**(2,969)**	**1,517**	**F**	**51.07**	**NET INC/(LOSS) before Mkt Chg**	**(225,365)**	**(5,939)**	**219,426**	**U**	
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
(1,453)	**(2,969)**	**1,517**	**F**	**51.07**	**NET INC/(LOSS) before Unusual**	**(225,365)**	**(5,939)**	**219,426**	**U**	
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
(1,453)	**(2,969)**	**1,517**	**F**	**51.07**	**NET INCOME/(LOSS)**	**(225,365)**	**(5,939)**	**219,426**	**U**	

STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

AUGUST 31, 2020

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

September 11, 2020

Honorable Board of Education
Stanley Hupfeld Academy
Tulsa, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of August 31, 2020 and the related statements of revenues and expenses – cash basis for the two (2) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all, of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
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STANLEY HUPFELD ACADEMY
AUGUST 31, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 103,257.69
Total Assets	103,257.69
Liabilities	
Outstanding payments 2020-21	23,695.76
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	28,320.39
Cash Fund Balance	$ 74,937.30

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 8/31/2019	% of YTD to Budj.	2020-21 Budgeted	2020-21 8/31/2020	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64		0.0%			N/A
Commissions	1460	476.92		0.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	2,169.27	27.3%			N/A
Contributions and Donations	1610	250,100.00	50,100.00	20.0%	500,000.00		0.0%
Student Lunches	1710	797.50		0.0%			N/A
Adult Lunches	1730	127.25		0.0%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	154,699.00	8.0%	1,855,958.75	148,505.40	8.0%
Flexible Benefit	3250	184,530.12	17,056.68	9.2%	184,530.12	16,879.88	9.1%
Reading Sufficiency	3415	13,279.86		0.0%			N/A
Textbooks	3420	15,961.05	1,425.68	8.9%	15,762.13	15,762.13	100.0%
State Matching	3720	2,342.96		0.0%	2,225.81		0.0%
Title I	4210	134,167.43		0.0%	160,000.00		0.0%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57		0.0%			N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58		0.0%	55,000.00		0.0%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%		1,476.13	N/A
Title IV, Part A Student Support	4442	15,000.00		0.0%	15,000.00		0.0%
CARES Act & Incentive	4689			N/A	114,000.00		0.0%
Federal Lunches	4710	125,963.08		0.0%	177,341.60		0.0%
Federal Breakfasts	4720	47,854.77		0.0%			N/A
Fresh Fruits/Vegetable Program	4760	12,857.52		0.0%			N/A
Correcting Entry	5600	355.14		0.0%			N/A
Total revenue		2,851,653.67	259,491.77	9.1%	3,079,818.41	196,961.81	6.4%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	400,473.23		3,353,426.99	470,570.39	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	321,031.72	16.5%	2,050,000.00	324,208.24	15.8%
Non-payroll	300-900	781,132.64	99,117.25	12.7%	1,100,000.00	71,424.85	6.5%
Total expenditures		2,727,725.70	420,148.97	15.4%	3,150,000.00	395,633.09	12.6%
Ending Balance		$ 273,608.58	(19,675.74)		203,426.99	74,937.30	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September										-
October										-
November										-
December										-
January										-
February										-
March										-
April										-
May										-
June										-
Totals	-	-	-	-	148,505.40	32,642.01	-	-	15,814.40	196,961.81

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 8/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 8/31/2020	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	214,328.33	18.37%	1,250,000.00	225,789.51	18.06%
Employee Benefits	200	328,329.76	53,944.43	16.43%	390,000.00	54,320.39	13.93%
Worker's Compensation	290	6,654.93		0.00%	15,500.00		0.00%
Management Services	310	6,000.00	1,000.00	16.67%	72,500.00	1,000.00	1.38%
Professional-Education Services	320	1,226.41		0.00%	50,000.00		0.00%
Accounting Services	331	41,200.00	4,750.00	11.53%	40,000.00	4,750.00	11.88%
Medical Services	336	40,002.60		0.00%	52,000.00		0.00%
Security Services	344	2,235.00	200.00	8.95%	1,000.00	120.00	12.00%
Tech Related Services	346	94.04		0.00%	-		N/A
Legal Services	350	4,154.30		0.00%	-		N/A
Professional Empl Training	360		133.00	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	1,085.87	9.22%	14,000.00	1,166.26	8.33%
Cleaning Services	420	38,445.75	5,145.00	13.38%	40,000.00	5,052.75	12.63%
Repairs and Maint. Services	430	15,168.91	4,729.12	31.18%	150,000.00	2,151.90	1.43%
Rental Services	440	3,809.61	3,080.00	80.85%	10,000.00	8,003.34	80.03%
Student Transportation	511	1,455.00		0.00%	-		N/A
Insurance	520	35,914.00	1,772.00	4.93%	40,000.00	23,070.77	57.68%
Communications Services	530	10,767.21	995.92	9.25%	9,500.00	1,214.44	12.78%
Advertising	540	179.20		0.00%			N/A
Printing and Binding	550	4,373.02	465.60	10.65%	1,500.00	170.06	11.34%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	4,092.37	13.81%	110,000.00	3,920.67	3.56%
Energy	620	45,147.35	7,240.52	16.04%	50,000.00	2,874.87	5.75%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40		0.00%	7,500.00		0.00%
Equipment and Furniture	650	13,807.79	13,720.42	99.37%	20,000.00	9,748.64	48.74%
Awards, Gifts, Decorations	682	9,816.05	1,184.65	12.07%	15,000.00	448.99	2.99%
Technology Related Hardware	733	83,956.48	40,804.52	48.60%	85,000.00		0.00%
Dues and Fees	810	4,321.92	2,664.67	61.65%	4,250.00	2,545.00	59.88%
Staff Registration & Tuition	860	1,055.00		0.00%	250.00		0.00%
Donations	881	870.76		0.00%	-		N/A
Reimbursement	930	355.14		0.00%			N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59	4,640.97	8.02%	55,000.00	4,455.16	8.10%
Subtotal		1,965,501.67	365,977.39	18.62%	2,484,000.00	350,872.75	14.13%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69		0.00%	225,000.00		0.00%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	1,412.62	8.92%	10,000.00	662.00	6.62%
Subtotal		191,157.52	1,412.62	0.74%	245,000.00	662.00	0.27%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	30,251.02	13.97%	185,000.00	31,732.06	17.15%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	11,877.94	6.42%	165,000.00	12,366.28	7.49%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	11,877.94	6.42%	175,000.00	12,366.28	7.07%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 8/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 8/31/2020	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	10,630.00	21.28%	60,000.00		0.00%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	10,630.00	21.28%	61,000.00	-	0.00%
Grand Total		2,727,725.70	420,148.97	15.40%	3,150,000.00	395,633.09	12.56%
Payroll Expenses	100-200	1,946,593.06	321,031.72	16.49%	2,050,000.00	324,208.24	15.82%
Non-Payroll Expenses	300-900	781,132.64	99,117.25	12.69%	1,100,000.00	71,424.85	6.49%
Totals		2,727,725.70	420,148.97	15.40%	3,150,000.00	395,633.09	12.56%

JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

July 31, 2020

Stanley Hupfeld Academy
Attn: Ms. Tobi Campbell
5300 N. Independence Ave.
Oklahoma City, OK 73112

Dear Ms. Campbell:

We have enclosed four (4) copies of your 2020-21 Estimate of Needs, one (1) copy of your publication sheet and an Approved Appropriations worksheet for your own benefit.

You will need to have your board members sign all copies of your budget and the publication sheet as soon as possible. Take three (3) copies of the budget to the county clerk for approval. You will need to scan in the signed cover as well as upload an excel file containing your Estimate of Needs information on the OSDE's Single Sign On page under the "Oklahoma Cost Accounting System" section. Next, click on "Your District Page" and then go to the Estimate of Needs tab and upload your signed EON pdf file and the Excel file. This is a new requirement. I will send the Excel file in an email. It does not need to be opened but only uploaded onto the Single Sign On page.

The publication sheet, for the Estimate of Needs, will need to be published in a newspaper of countywide circulation. Have the newspaper forward three (3) proofs of publication to the county clerk. The county clerk will return one copy of the budget to you after the excise board has approved it. Please remember to replace the temporary appropriation amounts with the new appropriation amounts from the estimate of needs, which should match the Approved Appropriations worksheet we have enclosed for your convenience.

If you have any questions, feel free to call.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
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Publication Sheet - Board of Education
Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2020
Estimate of Needs for Fiscal Year Ending June 30, 2021
OKC Charter: Hupfeld/W Village Public Schools, School District No. E-3, Oklahoma County, Oklahoma

STATEMENT OF FINANCIAL CONDITION

STATEMENT OF FINANCIAL CONDITION AS OF JUNE 30, 2020	GENERAL FUND DETAIL	BUILDING FUND DETAIL	CO-OP FUND DETAIL	NUTRITION FUND DETAIL
ASSETS:				
Cash Balance June 30, 2020	$ 332,461.58	$ 0.00	$ 0.00	$ 0.00
Investments	$ 0.00	$ 0.00	$ 0.00	$ 0.00
TOTAL ASSETS	$ 332,461.58	$ 0.00	$ 0.00	$ 0.00
LIABILITIES AND RESERVES:				
Warrants Outstanding	$ 46,017.91	$ 0.00	$ 0.00	$ 0.00
Reserves From Schedule 7	$ 12,835.09	$ 0.00	$ 0.00	$ 0.00
TOTAL LIABILITIES AND RESERVES	$ 58,853.00	$ 0.00	$ 0.00	$ 0.00
CASH FUND BALANCE (Deficit) JUNE 30, 2020	$ 273,608.58	$ 0.00	$ 0.00	$ 0.00

ESTIMATED NEEDS FOR FISCAL YEAR ENDING JUNE 30, 2021

GENERAL FUND	
Current Expense	$ 3,353,426.99
Reserve for Int. on Warrants & Revaluation	$ 0.00
Total Required	$ 3,353,426.99
FINANCED:	
Cash Fund Balance	$ 273,608.58
Estimated Miscellaneous Revenue	$ 3,079,818.41
Total Deductions	$ 3,353,426.99
Balance to Raise from Ad Valorem Tax	$ 0.00

ESTIMATED MISCELLANEOUS REVENUE:	
1000 Other District Sources of Revenue	$ 500,000.00
2100 County 4 Mill Ad Valorem Tax	$ 0.00
2200 County Apportionment (Mortgage Tax)	$ 0.00
2300 Resale of Property Fund Distribution	$ 0.00
2900 Other Intermediate Sources of Revenue	$ 0.00
3110 Gross Production Tax	$ 0.00
3120 Motor Vehicle Collections	$ 0.00
3130 Rural Electric Cooperative Tax	$ 0.00
3140 State School Land Earnings	$ 0.00
3150 Vehicle Tax Stamps	$ 0.00
3160 Farm Implement Tax Stamps	$ 0.00
3170 Trailers and Mobile Homes	$ 0.00
3190 Other Dedicated Revenue	$ 0.00
3200 State Aid - General Operations	$ 2,040,488.87
3300 State Aid - Competitive Grants	$ 0.00
3400 State - Categorical	$ 15,762.13
3500 Special Programs	$ 0.00
3600 Other State Sources of Revenue	$ 0.00
3700 Child Nutrition Program	$ 2,225.81
3800 State Vocational Programs	$ 0.00
4100 Capital Outlay	$ 0.00
4200 Disadvantaged Students	$ 160,000.00
4300 Individuals With Disabilities	$ 55,000.00
4400 Minority	$ 15,000.00
4500 Operations	$ 0.00
4600 Other Federal Sources of Revenue	$ 114,000.00
4700 Child Nutrition Programs	$ 177,341.60
4800 Federal Vocational Education	$ 0.00
5000 Non-Revenue Receipts	$ 0.00
Total Estimated Revenue	$ 3,079,818.41

SINKING FUND BALANCE SHEET	
1. Cash Balance on Hand June 30, 2020	$ 0.00
2. Legal Investments Properly Maturing	$ 0.00
3. Judgments Paid To Recover By Tax Levy	$ 0.00
4. Total Liquid Assets	$ 0.00
Deduct Matured Indebtedness:	
5. a. Past-Due Coupons	$ 0.00
6. b. Interest Accrued Thereon	$ 0.00
7. c. Past-Due Bonds	$ 0.00
8. d. Interest Thereon after Last Coupon	$ 0.00
9. e. Fiscal Agency Commissions on Above	$ 0.00
10. f. Judgments and Int. Levied for/Unpaid	$ 0.00
11. Total Items a. Through .f	$ 0.00
12. Balance of Assets Subject to Accrual	
Deduct Accrual Reserve if Assets Sufficient:	
13. g. Earned Unmatured Interest	$ 0.00
14. h. Accrual on Final Coupons	$ 0.00
15. i. Accrued on Unmatured Bonds	$ 0.00
16. Total Items g Through i	$ 0.00
17. Excess of Assets Over Accrual Reserves **(Page 2)	$ 0.00

SINKING FUND REQUIREMENTS FOR 2020-2021	
1. Interest Earnings on Bonds	$ 0.00
2. Accrual on Unmatured Bonds	$ 0.00
3. Annual Accrual on "Prepaid" Judgments	$ 0.00
4. Annual Accrual on Unpaid Judgments	$ 0.00
5. Interest on Unpaid Judgments	$ 0.00
6. PARTICIPATING CONTRIBUTIONS (Annexations):	$ 0.00
7. For Credit to School Dist. No.	$ 0.00
8. For Credit to School Dist. No.	$ 0.00
9. For Credit to School Dist. No.	$ 0.00
10. For Credit to School Dist. No.	0.00
11. Annual Accrual From Exhibit KK	$ 0.00
Total Sinking Fund Requirements	$ 0.00
Deduct:	
1. Excess of Assets over Liabilities (if not a deficit)	$ 0.00
2. Contributions From Other Districts	$ 0.00
Balance To Raise	$ 0.00

	SINKING FUND
13d. j. Unmatured Coupons Due Before 4-1-2021	$ 0.00
14d. k. Unmatured Bonds So Due	$ 0.00
15d. l. Whatever Remains is for Exhibit KK Line E.	$ 0.00
16d. Deficit as Shown on Sinking Fund Balance Sheet.	$ 0.00
17d. Less Cash Requirements for Current Fiscal Year in Excess of Cash on Ha	$ 0.00
18d. Remaining Deficit is for Exhibit KK Line F.	$ 0.00

BUILDING FUND	
Current Expense	$ 0.00
Reserve for Int. on Warrants & Revaluation	$ 0.00
Total Required	$ 0.00
FINANCED:	
Cash Fund Balance	$ 0.00
Estimated Miscellaneous Revenue	$ 0.00
Total Deductions	$ 0.00
Balance to Raise from Ad Valorem Tax	$ 0.00

	CO-OP FUND	CHILD NUTRITION PROGRAMS FUND
Current Expense	$ 0.00	$ 0.00
Reserve for Int. on Warrants & Revaluation	$ 0.00	$ 0.00
Total Required	$ 0.00	$ 0.00
FINANCED:		
Cash Fund Balance	$ 0.00	$ 0.00
Estimated Miscellaneous Revenue	$ 0.00	$ 0.00
Total Deductions	$ 0.00	$ 0.00
Balance	$ 0.00	$ 0.00

Publication Sheet - Board of Education
Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2020
Estimate of Needs for Fiscal Year Ending June 30, 2021
Public Schools, School District No. , County, Oklahoma

CERTIFICATE - GOVERNING BOARD

STATE OF OKLAHOMA, COUNTY OF OKLAHOMA, ss:
We, the undersigned duly elected, qualified and acting officers of the Board of Education of OKC Charter: Hupfeld/W Village Public Schools, School District No. E-3, of Said County and State, do hereby certify that at a meeting of the Governing Body of the said District begun at the time provided by law for districts of this class and pursuant to the provisions of 68 O. S. 2001 Section 3003, the foregoing statement was prepared and is a true and correct condition of the Financial Affairs of said District as reflected by the records of the District Clerk and Treasurer. We further certify that the foregoing estimate for current expenses for the fiscal year beginning July 1, 2020 and ending June 30, 2021, as shown are reasonably necessary for the proper conduct of the affairs of the said District, that the Estimated Income to be derived from sources other than ad valorem taxation does not exceed the lawfully authorized ratio of the revenue derived from the same sources during the preceding year.

_____
President of Board of Education

Subscribed and sworn to before me this _____, 2020

_____
Notary Public

The Estimate of Needs shall be published in one issue in some legally qualified newspaper published in such political subdivision. If there be no such newspaper published in such political subdivision, such statement and estimate shall be so published in some legally qualified newspaper of general circulation therein; and such publication shall be made, in each instance, by the board or authority making the estimate.

Stanley Hupfeld Academy

Approved Appropriations - 2020-21 Fiscal Year compared to prior year

Revenue Source	Code	General Fund	2019-20 General Fund
LOCAL SOURCES			
Other Local Sources of Revenue	1600	500,000.00	500,000.00
STATE SOURCES			
Foundation & Salary Incentive Aid	3210	1,855,958.75	1,933,737.00
Health Insurance Allowance	3250	184,530.12	186,368.84
Alternative Education	388 3310		34,882.00
Professional Development	311 3411		22,726.00
Purchase of Textbooks	333 3420	15,762.13	
State Lunch Matching	385 3720	2,225.81	1,994.88
FEDERAL SOURCES			
Title I, pt. A & Title 2	511 4200	160,000.00	182,938.47
Special Education	621 4300	55,000.00	59,517.01
Title IV, Part A Student Support and Acad. Enrich.	552 4442	15,000.00	15,000.00
CARES Act & Incentive	779 4689	114,000.00	
Federal Lunch/Breakfast	760 4700	177,341.60	283,399.95
Total Revenue		3,079,818.41	3,220,564.15
Fund Balance - Beginning	6110	273,608.58	193,838.57
Total Approved Appropriations		3,353,426.99	3,414,402.72

School District
2020-2021 Estimate of Needs
and
Financial Statement of the Fiscal Year 2019-2020

Board of Education of OKC Charter: Hupfeld/W Village Public Schools
District No. E-3
County of Oklahoma
State of Oklahoma

To the Excise Board of said County and State, Greetings:

Pursuant to the requirements of 68 O. S. 2001 Section 3002, we submit herewith, for your consideration the within statement of the financial condition of the Board of Education of OKC Charter: Hupfeld/W Village Public Schools, District No. E-3, County of State of Oklahoma for the fiscal year beginning July 1, 2020, and ending June 30, 2021, together with an itemized statement of the estimated Income and Probable Needs of said School District for the ensuing fiscal year. We have separately prepared, executed and submit Financial Statements for the Fiscal Year so terminated, and Estimate of Requirements for the ensuing Fiscal Year, for such Sinking Fund, if any, as pertains to this District for the Bond, Coupon, and Judgment indebtedness, if any, outstanding and unpaid as of June 30, 2021, and also for the Sinking Fund of any disorganized District whose area or the major portion thereof is now embraced within the boundaries of this District; and this Certificate is as applicable thereto as if fully embodied therein. The same have been prepared in conformity with Statute.

Two copies of this Financial Statement and Estimate of Needs should be filed with the County Clerk not later than September 30 for all School Districts. One complete signed copy must be sent to the State Auditor and Inspector, 2300 N. Lincoln Blvd Room 100, Oklahoma City, OK 73105-4801 and one copy will be retained by the County Clerk. If publication may not be had by date required for filing, affidavit and proof of publication are required to be attached within five days after date of filing.

Prepared by: Jenkins & Kemper, CPAs, P.C.

Submitted to the Oklahoma County Excise Board

This 5th Day of October, 2020

School Board Member's Signatures

Chairman:	Clerk:
Member: Tobi Campbell	Member:
Member:	Member:
Member:	Member:
Member:	Member:
Treasurer Janet K Jenkins	

Affidavit of Publication

State of Oklahoma, County of Oklahoma

I, _____, the undersigned duly qualified and acting Clerk of the Board of Education of OKC Charter: Hupfeld/W Village Public Schools, School District No. E-3, County and State aforesaid, being duly sworn according to law, hereby depose and say:

1. That I complied with 68 O. S. 2001 Section 3002, (both independent and dependent) by having the within Financial Statement and Estimate of Needs which was prepared at the time and in the manner provided by law, published as required by law, in a legally-qualified newspaper of general circulation in the district, there being no legally-qualified newspaper published in the school district, as evidenced by a copy of such published statement and estimate together with proof of publication thereof attached hereto marked Exhibit No. 1 and made a part hereof (strike inapplicable phrases).

2. That I complied with currently effective statutes, by having the Notice of Emergency Levy Election and the call for such Election on the date hereinbefore certified by the Governing Board, the Itemized Statements and the Itemized Estimate of the amount necessary for the ensuing fiscal year requiring such emergency levy for the current expense purposes as prepared by the Board of Education duly published or posted, as the case may be, in full compliance with law for this class of school district, and as provided by law duly made public in the manner and at the time provided by law, for this class of district and in all respects according to law, in relation to said election on such emergency levy as hereinbefore certified by said Governing Board.

3. That I complied with the statute by having published or posted (if required for this class of district) the notice of local support levy election, and the call for such election on the date hereinbefore certified by the Board of Education. That the Estimate of Needs as prepared by the Board of Education required such local support levy in addition to other tax levies, to fully meet the current expense purposes of the school district for the ensuing year.

4. That in conformity to resolution by said Board of Education, I caused Notice of Building Fund Levy Election under the provisions of Article 10, Section 10, Oklahoma Constitution, and the Call of such Election on the date hereinbefore certified by the Governing Board, together with Itemized Statements and an Estimate of the amount necessary for the ensuing fiscal year requiring such levy for the purpose of erecting, remodeling or repairing school buildings, and for purchasing school furniture, in said District, published or posted to contain such Notice and Call, fixing the number of voting places and particularly describing each and every such place or places, and fixing the day on which such election should be had after the expiration of such notice, duly published or posted as is required by law for this class of district.

_____

Clerk, Board of Education

Subscribed and sworn to before me this _____ day of _____, 2020.

_____ _____

Notary Public My Commission Expires

_____

Secretary and Clerk of Excise Board
Oklahoma County, Oklahoma

JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

Independent Accountant's Compilation Report

July 31, 2020

Honorable Board of Education
Stanley Hupfeld Academy
District No. E-003, Oklahoma County

We have compiled the 2019-2020 prescribed financial statements as of and for the fiscal year ended June 30, 2020, and the 2020-2021 Estimate of Needs (S.A.&I. Form 2661R06) and Publication Sheet (S.A.&I. Form 2662R06) for District No. E-003, Oklahoma County, included in the accompanying prescribed form. We have not audited or reviewed the prescribed financial statements, estimate of needs and publication sheet forms referred to above and, accordingly, do not express an opinion or provide any assurance about whether the prescribed financial statements, estimate of needs and publication sheet forms are in accordance with the basis of accounting prescribed by the Office of the Oklahoma State Auditor and Inspector.

Management is responsible for the preparation and fair presentation of the prescribed financial statements, estimate of needs and publication sheet in accordance with the applicable prescribed financial framework and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the prescribed financial statements, estimate of needs and publication sheet.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements and supporting information without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the prescribed financial statements, estimate of needs and publication sheet.

The prescribed financial statements, estimate of needs and publication sheet forms are presented in accordance with the requirements prescribed by the Office of the Oklahoma State Auditor and Inspector per 68 OS § 3003.B., as defined by rules promulgated by the Oklahoma State Department of Education per 70 OS § 5-134.1.D., which differ from generally accepted accounting principles. Accordingly, these prescribed forms are not designed for those who are not informed about such differences.

This report is intended solely for the information and use of the Oklahoma Department of Education, Stanley Hupfeld Academy, Oklahoma County Excise Board, and for filing with the State Auditor and Inspector of Oklahoma and is not intended to be and should not be used by anyone other than these specified parties.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE; BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
WWW.JENKINSKEMPER.COM

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GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2019 TO JUNE 30, 2020
ESTIMATE OF NEEDS FOR 2020-2021

EXHIBIT 'A'

Schedule 1: Current Balance Sheet for June 30, 2020	
	Amount
ASSETS:	
Cash Balances	$332,461.58
Investments	$0.00
TOTAL ASSETS	$332,461.58
LIABILITIES AND RESERVES:	
Warrants Outstanding	$46,017.91
Reserve for Interest on Warrants	$0.00
Reserves From Schedule 8	$12,835.09
TOTAL LIABILITIES AND RESERVES	$58,853.00
CASH FUND BALANCE JUNE 30, 2020	$273,608.58
TOTAL LIABILITIES, RESERVES AND CASH FUND BALANCE	**$332,461.58**

Schedule 2: Revenue and Requirements, 2019-2020		
REVENUE:	Estimated Budget	Actual Revenue & Expenditures
Revenues, Non-Revenue Receipts & Cash Balances (Schedule 6)	$3,414,402.72	$3,001,334.28
LESS: REQUIREMENTS:		
Expenditures (Schedule 8)	$3,414,402.72	$2,727,725.70
CASH FUND BALANCE JUNE 30, 2020	**$0.00**	**$273,608.58**

Schedule 3: General Fund Cash Accounts of Current and all Prior Years				
CURRENT AND ALL PRIOR YEARS	2019-20	2018-19	PRE-2018	Total
Cash Balance Reported to Excise Board 6-30-19	$0.00	$338,163.27	$0.00	$338,163.27
REVENUES, NON-REVENUE RECEIPTS & CASH BALANCE				
Revenues/Non-Rev (Sch 6 Source Codes 1000 to 5999)	$2,851,653.67	$0.00	$0.00	$2,851,653.67
Cash Balances Transferred (Sch 6 Source Code 6110)	$140,981.46	-$140,981.46	$0.00	$0.00
Prior Year Lapsed Appropr (Sch 6 Source Code 6130)	$8,699.15	-$8,699.15	$0.00	$0.00
Estopped Warrants (Sch 6 Source Code 6140)	$0.00	$0.00	$0.00	$0.00
Interfund Transfers (Sch 6 Source Code 6200)	$0.00	$0.00	$0.00	$0.00
TOTAL REVENUES, NON-REVENUE RECEIPTS & CASH BALA	$3,001,334.28	-$149,680.61	$0.00	$2,851,653.67
Warrants Paid of Year in Caption	$2,668,872.70	$188,482.66	$0.00	$2,857,355.36
TOTAL DISBURSEMENTS	$2,668,872.70	$188,482.66	$0.00	$2,857,355.36
CASH & INVESTMENTS BALANCE JUNE 30, 2020	$332,461.58	$0.00	$0.00	$332,461.58
Reserve for Warrants Outstanding (Schedule 4)	$46,017.91	$0.00	$0.00	$46,017.91
Reserve for Encumbrances (Schedule 8)	$12,835.09	$0.00	$0.00	$12,835.09
TOTAL LIABILITIES AND RESERVE	$58,853.00	$0.00	$0.00	$58,853.00
DEFICIT:	$0.00	$0.00	$0.00	$0.00
CASH FUND BAL FORWARD TO SUCCEEDING YEAR	**$273,608.58**	**$0.00**	**$0.00**	**$273,608.58**

Schedule 4: General Fund Warrant Accounts of Current and all Prior Years				
CURRENT AND ALL PRIOR YEARS	2019-20	2018-19	PRE-2018	Total
Warrants Outstanding 6-30 of Year in Caption	$0.00	$162,976.15	$0.00	$162,976.15
Warrants Registered During Year	$2,714,890.61	$25,506.51	$0.00	$2,740,397.12
TOTAL	$2,714,890.61	$188,482.66	$0.00	$2,903,373.27
Warrants Paid During Year	$2,668,872.70	$188,482.66	$0.00	$2,857,355.36
Warrants Coverted to Bonds or Judgments	$0.00	$0.00	$0.00	$0.00
Warrants Estopped by Statute/Canceled	$0.00	$0.00	$0.00	$0.00
TOTAL WARRANTS RETIRED	$2,668,872.70	$188,482.66	$0.00	$2,857,355.36
BALANCE WARRANTS OUTSTANDING JUNE 30, 2020	$46,017.91	$0.00	$0.00	$46,017.91

Schedule 5: 2019 Ad Valorem Tax Account		
ACCOUNTS COVERING THE PERIOD JULY 1, 2019 TO JUNE 30, 2020	0.000 Mills	Amount
2019 Net Valuation Certified to County Excise Board		$0.00
Total Proceeds of Levy as Certified		$0.00
Additions:		$0.00
Deductions:		$0.00
Gross Balance Tax		$0.00
Less Reserve for Delinquent Tax		$0.00
Reserve for Protests Pending		$0.00
Balance Available Tax		$0.00
Deduct 2019 Tax Apportioned		$0.00
Net Balance 2019 Tax in Process of Collection		**$0.00**
Excess Collections		**$0.00**

S.A.&I. Form 2662R1.1.12 Entity: Academy of Seminole Public Schools J-2, Oklahoma County
See Accountant's Compilation Report

31-Jul-2020

GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2019 TO JUNE 30, 2020
ESTIMATE OF NEEDS FOR 2020-2021

EXHIBIT 'A'

Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances		
SOURCE	2019-20 Account	
	AMOUNT ESTIMATED	ACTUALLY COLLECTED
1000 DISTRICT SOURCES OF REVENUE:		
1100 TAXES LEVIED/ASSESSED		
1110 Ad Valorem Tax Levy (Current Year)	$0.00	$0.00
1120 Ad Valorem Tax Levy (Prior Years)	$0.00	$0.00
1130 Revenue In Lieu Of Taxes	$0.00	$0.00
1140 Revenue From Local Governmental Units Other Than Leas	$0.00	$0.00
1190 Other Taxes	$0.00	$0.00
TOTAL TAXES LEVIED/ASSESSED	$0.00	$0.00
1200 Tuition & Fees	$0.00	$0.00
1300 Earnings on Investments and Bond Sales	$0.00	$10.86
1400 Rental, Disposals and Commissions	$0.00	$7,100.56
1500 Reimbursements	$0.00	$7,940.39
1600 Other Local Sources of Revenue	$500,000.00	$250,100.00
1700 Child Nutrition Programs	$0.00	$924.75
1800 Athletics	$0.00	$0.00
TOTAL DISTRICT SOURCES OF REVENUE	$500,000.00	$266,076.56
2000 INTERMEDIATE SOURCES OF REVENUE:		
2100 County 4 Mill Ad Valorem Tax	$0.00	$0.00
2200 County Apportionment (Mortgage Tax)	$0.00	$0.00
2300 Resale of Property Fund Distribution	$0.00	$0.00
2900 Other Intermediate Sources of Revenue	$0.00	$0.00
TOTAL INTERMEDIATE SOURCES OF REVENUE	$0.00	$0.00
3000 STATE SOURCES OF REVENUE:		
3100 STATE DEDICATED SOURCES OF REVENUE		
3110 Gross Production Tax	$0.00	$0.00
3120 Motor Vehicle Collections	$0.00	$0.00
3130 Rural Electric Cooperative Tax	$0.00	$0.00
3140 State School Land Earnings	$0.00	$0.00
3150 Vehicle Tax Stamps	$0.00	$0.00
3160 Farm Implement Tax Stamps	$0.00	$0.00
3170 Trailers and Mobile Homes	$0.00	$0.00
3190 Other Dedicated Revenue	$0.00	$0.00
TOTAL STATE DEDICATED SOURCES OF REVENUE	$0.00	$0.00
3200 STATE AID - NONCATEGORICAL		
3210 Foundation and Salary Incentive Aid	$1,933,737.00	$1,927,853.00
3220 Mid-Term Adjustment For Attendance	$0.00	$0.00
3230 Teacher Consultant Stipend	$0.00	$0.00
3240 Disaster Assistance	$0.00	$0.00
3250 Flexible Benefit Allowance	$186,368.84	$184,530.12
TOTAL STATE AID - NONCATEGORICAL	$2,120,105.84	$2,112,383.12
3300 State Aid - Competitive Grants - Categorical	$34,882.00	$0.00
3400 State - Categorical	$22,726.00	$29,240.91
3500 Special Programs	$0.00	$0.00
3600 Other State Sources of Revenue	$0.00	$0.00
3700 Child Nutrition Program	$1,994.88	$2,342.96
3800 State Vocational Programs - Multi-Source	$0.00	$0.00
TOTAL STATE SOURCES OF REVENUE	$2,179,708.72	$2,143,966.99
4000 FEDERAL SOURCES OF REVENUE:		
4100 Grants-In-Aid Direct From The Federal Government	$0.00	$0.00
4200 Disadvantaged Students	$182,938.47	$183,669.64
4300 Individuals With Disabilities	$59,517.01	$55,909.97
4400 No Child Left Behind	$15,000.00	$15,000.00
4500 Grants-In-Aid Passed Through Other State/Intermediate Sources	$0.00	$0.00
4600 Other Federal Sources Passed Through State Dept Of Education	$0.00	$0.00
4700 Child Nutrition Programs	$283,399.95	$186,675.37
4800 Federal Vocational Education	$0.00	$0.00
TOTAL FEDERAL SOURCES OF REVENUE	$540,855.43	$441,254.98
5000 NON-REVENUE RECEIPTS:	$0.00	$355.14
TOTAL NON-REVENUE RECEIPTS	$0.00	$355.14
6000 BALANCE SHEET ACCOUNTS:		
6100 CASH ACCOUNTS		
6110 Cash Forward	$193,838.57	$140,981.46
6130 Prior-Year Lapsed Appropriations (Schedule 6)	$0.00	$8,699.15
6140 Estopped Warrants by Statute	$0.00	$0.00
TOTAL CASH ACCOUNTS	$193,838.57	$149,680.61
6200 Interfund Transfers	$0.00	$0.00
TOTAL BALANCE SHEET ACCOUNTS	$193,838.57	$149,680.61
GRAND TOTAL	$3,414,402.72	$3,001,334.28

GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2019 TO JUNE 30, 2020
ESTIMATE OF NEEDS FOR 2020-2021

EXHIBIT 'A'

Schedule 6: Revenue, Non-Revenue Receipts & Cash Balances (Continued)

SOURCE	2019-20 Account OVER/UNDER	BASIS AND LIMIT OF ENSUING	ESTIMATED BY GOVERNING BOARD	APPROVED BY EXCISE BOARD
1000 DISTRICT SOURCES OF REVENUE:				
1100 TAXES LEVIED/ASSESSED				
1110 Ad Valorem Tax Levy (Current Year)	$0.00	0.00%	$0.00	$0.00
1120 Ad Valorem Tax Levy (Prior Years)	$0.00	0.00%	$0.00	$0.00
1130 Revenue In Lieu Of Taxes	$0.00	0.00%	$0.00	$0.00
1140 Revenue From Local Governmental Units Other Than Leas	$0.00	0.00%	$0.00	$0.00
1190 Other Taxes	$0.00	0.00%	$0.00	$0.00
TOTAL TAXES LEVIED/ASSESSED	$0.00		$0.00	$0.00
1200 Tuition & Fees	$0.00	0.00%	$0.00	$0.00
1300 Earnings on Investments and Bond Sales	$10.86	0.00%	$0.00	$0.00
1400 Rental, Disposals and Commissions	$7,100.56	0.00%	$0.00	$0.00
1500 Reimbursements	$7,940.39	0.00%	$0.00	$0.00
1600 Other Local Sources of Revenue	-$249,900.00	199.92%	$500,000.00	$500,000.00
1700 Child Nutrition Programs	$924.75	0.00%	$0.00	$0.00
1800 Athletics	$0.00	0.00%	$0.00	$0.00
TOTAL DISTRICT SOURCES OF REVENUE	-$233,923.44		$500,000.00	$500,000.00
2000 INTERMEDIATE SOURCES OF REVENUE:				
2100 County 4 Mill Ad Valorem Tax	$0.00	0.00%	$0.00	$0.00
2200 County Apportionment (Mortgage Tax)	$0.00	0.00%	$0.00	$0.00
2300 Resale of Property Fund Distribution	$0.00	0.00%	$0.00	$0.00
2900 Other Intermediate Sources of Revenue	$0.00	0.00%	$0.00	$0.00
TOTAL INTERMEDIATE SOURCES OF REVENUE	$0.00		$0.00	$0.00
3000 STATE SOURCES OF REVENUE:				
3100 STATE DEDICATED SOURCES OF REVENUE:				
3110 Gross Production Tax	$0.00	0.00%	$0.00	$0.00
3120 Motor Vehicle Collections	$0.00	0.00%	$0.00	$0.00
3130 Rural Electric Cooperative Tax	$0.00	0.00%	$0.00	$0.00
3140 State School Land Earnings	$0.00	0.00%	$0.00	$0.00
3150 Vehicle Tax Stamps	$0.00	0.00%	$0.00	$0.00
3160 Farm Implement Tax Stamps	$0.00	0.00%	$0.00	$0.00
3170 Trailers and Mobile Homes	$0.00	0.00%	$0.00	$0.00
3190 Other Dedicated Revenue	$0.00	0.00%	$0.00	$0.00
TOTAL STATE DEDICATED SOURCES OF REVENUE	$0.00		$0.00	$0.00
3200 STATE AID - NONCATEGORICAL				
3210 Foundation and Salary Incentive Aid	-$5,884.00	96.27%	$1,855,958.75	$1,855,958.75
3220 Mid-Term Adjustment For Attendance	$0.00	0.00%	$0.00	$0.00
3230 Teacher Consultant Stipend	$0.00	0.00%	$0.00	$0.00
3240 Disaster Assistance	$0.00	0.00%	$0.00	$0.00
3250 Flexible Benefit Allowance	-$1,838.72	100.00%	$184,530.12	$184,530.12
TOTAL STATE AID - NONCATEGORICAL	-$7,722.72		$2,040,488.87	$2,040,488.87
3300 State Aid - Competitive Grants - Categorical	-$34,882.00	0.00%	$0.00	$0.00
3400 State - Categorical	$6,514.91	53.90%	$15,762.13	$15,762.13
3500 Special Programs	$0.00	0.00%	$0.00	$0.00
3600 Other State Sources of Revenue	$0.00	0.00%	$0.00	$0.00
3700 Child Nutrition Program	$348.08	95.00%	$2,225.81	$2,225.81
3800 State Vocational Programs - Multi-Source	$0.00	0.00%	$0.00	$0.00
TOTAL STATE SOURCES OF REVENUE	-$35,741.73		$2,058,476.81	$2,058,476.81
4000 FEDERAL SOURCES OF REVENUE:				
4100 Grants-In-Aid Direct From The Federal Government	$0.00	0.00%	$0.00	$0.00
4200 Disadvantaged Students	$731.17	87.11%	$160,000.00	$160,000.00
4300 Individuals With Disabilities	-$3,607.04	98.37%	$55,000.00	$55,000.00
4400 No Child Left Behind	$0.00	100.00%	$15,000.00	$15,000.00
4500 Grants-In-Aid Passed Through Other State/Intermediate Sources	$0.00	0.00%	$0.00	$0.00
4600 Other Federal Sources Passed Through State Dept Of Education	$0.00	0.00%	$114,000.00	$114,000.00
4700 Child Nutrition Programs	-$96,724.58	95.00%	$177,341.60	$177,341.60
4800 Federal Vocational Education	$0.00	0.00%	$0.00	$0.00
TOTAL FEDERAL SOURCES OF REVENUE	-$99,600.45		$521,341.60	$521,341.60
5000 NON-REVENUE RECEIPTS:	$355.14	0.00%	$0.00	$0.00
TOTAL NON-REVENUE RECEIPTS	$355.14		$0.00	$0.00
6000 BALANCE SHEET ACCOUNTS:				
6100 CASH ACCOUNTS				
6110 Cash Forward	-$52,857.11	194.07%	$273,608.58	$273,608.58
6130 Prior-Year Lapsed Appropriations (Schedule 6)	$8,699.15	0.00%	$0.00	$0.00
6140 Estopped Warrants by Statute	$0.00	0.00%	$0.00	$0.00
TOTAL CASH ACCOUNTS	-$44,157.96		$273,608.58	$273,608.58
6200 Interfund Transfers	$0.00	0.00%	$0.00	$0.00
TOTAL BALANCE SHEET ACCOUNTS	-$44,157.96		$273,608.58	$273,608.58
GRAND TOTAL	-$413,068.44		$3,353,426.99	$3,353,426.99

GENERAL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2019 TO JUNE 30, 2020
ESTIMATE OF NEEDS FOR 2020-2021

EXHIBIT 'A'

Schedule 7: Report of Prior Year Warrants Issued From Reserves			
FISCAL YEAR ENDING JUNE 30, 2019			
	RESERVES 06-30-2019	WARRANTS ISSUED SINCE	BALANCE LAPSED
TOTAL PRIOR YEAR RESERVES	$34,205.66	$25,506.51	$8,699.15

Schedule 8: Report of Current Year Expenditures			
APPROPRIATED ACCOUNTS	FISCAL YEAR ENDING JUNE 30, 2020		
	APPROPRIATIONS		
	ORIGINAL	SUPPLEMENTAL ADJUSTMENTS	FINAL APPROPRIATIONS
1000 INSTRUCTION	$2,429,402.72	$0.00	$2,429,402.72
2000 SUPPORT SERVICES:			
2100 Support Services - Students	$66,000.00	$0.00	$66,000.00
2200 Support Services - Instructional Staff	$85,000.00	$0.00	$85,000.00
2300 Support Services - General Administration	$134,000.00	$0.00	$134,000.00
2400 Support Services - School Administration	$129,000.00	$0.00	$129,000.00
2500 Support Services - Business	$65,000.00	$0.00	$65,000.00
2600 Operations And Maintenance of Plant Services	$252,000.00	$0.00	$252,000.00
2700 Student Transportation Services	$2,000.00	$0.00	$2,000.00
TOTAL SUPPORT SERVICES	$733,000.00	$0.00	$733,000.00
3000 OPERATION OF NON-INSTRUCTION SERVICES:			
3100 Child Nutrition Programs Operations	$193,000.00	$0.00	$193,000.00
3200 Other Enterprise Service Operations	$0.00	$0.00	$0.00
3300 Community Services Operations	$0.00	$0.00	$0.00
TOTAL OPERATION OF NON-INSTRUCTIONAL SERVICES	$193,000.00	$0.00	$193,000.00
4000 FACILITIES ACQUISITION & CONSTRUCTION SERVICES:			
4200 Land Acquisition Services	$0.00	$0.00	$0.00
4300 Land Improvement Services	$0.00	$0.00	$0.00
4400 Architecture and Engineering Services	$0.00	$0.00	$0.00
4500 Educational Specifications Development Services	$0.00	$0.00	$0.00
4600 Building Acquisition and Construction Services	$0.00	$0.00	$0.00
4700 Building Improvement Services	$0.00	$0.00	$0.00
TOTAL FACILITIES ACQUISITION & CONST. SERVICES	$0.00	$0.00	$0.00
5000 OTHER OUTLAYS:			
5100 Debt Service	$0.00	$0.00	$0.00
5200 Fund Transfer/Reimbursement (Child Nutrition Fund)	$0.00	$0.00	$0.00
5300 Clearing Account	$0.00	$0.00	$0.00
5400 Indirect Cost Entitlement	$0.00	$0.00	$0.00
5500 Private Nonprofit Schools	$0.00	$0.00	$0.00
5600 Correcting Entry	$1,000.00	$0.00	$1,000.00
5800 Charter School Reimbursement	$58,000.00	$0.00	$58,000.00
5900 Arbitrage	$0.00	$0.00	$0.00
TOTAL OTHER OUTLAYS	$59,000.00	$0.00	$59,000.00
7000 OTHER USES / UNBUDGETED ITEMS:	$0.00	$0.00	$0.00
8000 REPAYMENTS:	$0.00	$0.00	$0.00
TOTAL GENERAL FUND 2019-20 FISCAL YEAR	$3,414,402.72	$0.00	$3,414,402.72

EXHIBIT 'A'

Schedule 8: Report of Current Year Expenditures (Continued)				
FISCAL YEAR ENDING JUNE 30, 2020				
APPROPRIATED ACCOUNTS	WARRANTS ISSUED	RESERVES	LAPSED BALANCE KNOWN TO BE UNENCUMBERED	2019-2020 EXPENDITURES FOR CURRENT EXPENSE PURPOSES
1000 INSTRUCTION:	$1,750,310.04	$1,424.48	$677,668.20	$1,751,734.52
2000 SUPPORT SERVICES:				
2100 Support Services - Students	$63,072.75	$2,360.89	$566.36	$65,433.64
2200 Support Services - Instructional Staff	$83,184.83	$0.00	$1,815.17	$83,184.83
2300 Support Services - General Administration	$131,669.57	$1,262.96	$1,067.47	$132,932.53
2400 Support Services - School Administration	$128,086.38	$165.98	$747.64	$128,252.36
2500 Support Services - Business	$63,974.46	$287.88	$737.66	$64,262.34
2600 Operations And Maintenance of Plant Services	$243,489.33	$7,332.90	$1,177.77	$250,822.23
2700 Student Transportation Services	$1,755.00	$0.00	$245.00	$1,755.00
TOTAL SUPPORT SERVICES	$715,232.32	$11,410.61	$6,357.07	$726,642.93
3000 OPERATION OF NON-INSTRUCTION SERVICES:				
3100 Child Nutrition Programs Operations	$191,157.52	$0.00	$1,842.48	$191,157.52
3200 Other Enterprise Service Operations	$0.00	$0.00	$0.00	$0.00
3300 Community Services Operations	$0.00	$0.00	$0.00	$0.00
TOTAL OPERATION OF NON-INSTRUCTIONAL SERVICES	$191,157.52	$0.00	$1,842.48	$191,157.52
4000 FACILITIES ACQUISITION & CONSTRUCTION SERVICES:				
4200 Land Acquisition Services	$0.00	$0.00	$0.00	$0.00
4300 Land Improvement Services	$0.00	$0.00	$0.00	$0.00
4400 Architecture and Engineering Services	$0.00	$0.00	$0.00	$0.00
4500 Educational Specifications Development Services	$0.00	$0.00	$0.00	$0.00
4600 Building Acquisition and Construction Services	$0.00	$0.00	$0.00	$0.00
4700 Building Improvement Services	$0.00	$0.00	$0.00	$0.00
TOTAL FACILITIES ACQUISITION & CONST. SERVICES	$0.00	$0.00	$0.00	$0.00
5000 OTHER OUTLAYS:				
5100 Debt Service	$0.00	$0.00	$0.00	$0.00
5200 Fund Transfer/Reimbursement (Child Nutrition Fund)	$0.00	$0.00	$0.00	$0.00
5300 Clearing Account	$0.00	$0.00	$0.00	$0.00
5400 Indirect Cost Entitlement	$0.00	$0.00	$0.00	$0.00
5500 Private Nonprofit Schools	$0.00	$0.00	$0.00	$0.00
5600 Correcting Entry	$355.14	$0.00	$644.86	$355.14
5800 Charter School Reimbursement	$57,835.59	$0.00	$164.41	$57,835.59
5900 Arbitrage	$0.00	$0.00	$0.00	$0.00
TOTAL OTHER OUTLAYS	$58,190.73	$0.00	$809.27	$58,190.73
7000 OTHER USES / UNBUDGETED ITEMS:	$0.00	$0.00	$0.00	$0.00
8000 REPAYMENTS:	$0.00	$0.00	$0.00	$0.00
TOTAL GENERAL FUND 2019-20 FISCAL YEAR	$2,714,890.61	$12,835.09	$686,677.02	$2,727,725.70

ESTIMATE OF NEEDS FOR THE FISCAL YEAR 2020-21	Estimate of Needs by Governing Board	Approved by County Excise Board
PURPOSE:		
Current Expense	$3,353,426.99	$3,353,426.99
Pro rata share of County Assessor's Budget as determined by County Excise Board	$0.00	$0.00
GRAND TOTAL - Home School	$3,353,426.99	$3,353,426.99

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CERTIFICATE OF EXCISE BOARD

State of Oklahoma, County of Oklahoma

We, do further certify that we have examined the statement of estimated needs for the current fiscal year ending June 30, 2020, as certified by the Board of Education of OKC Charter: Hupfeld/W Village Public Schools, District Number E-3 of said County and State, and its financial statement for the preceding year, and in so doing we have diligently performed the duties imposed upon this Excise Board by 68 O. S. 2001 Section 3007, by (1) ascertaining that the financial statements, as to the statistics therein contained, reflect the true fiscal condition at the close of the fiscal year, or caused the same to be corrected so to show; (2) struck from the estimate of needs so submitted any items not authorized by law and reduced to the sum authorized by law any items restricted by statute as to the amount lawfully expendable therefor; (3) supplemented such estimate, after appropriate action, by an estimate of needs prepared by this Excise Board to make provision for mandatory functions based upon statistics authoritatively submitted; (4) computed the total means available to each fund in the manner provided, applying the Governing Board's estimate of revenue to be derived from surplus tax of the immediately preceding year and from sources other than ad valorem tax, or reduced such estimate to not less than the lawfully authorized ratio of the several sums realized from such sources during the preceding fiscal year or to such lesser sum as may reasonably be anticipated under altered law or circumstance and using for such determination the basic collections of the preceding year and the ratios on which distribution or apportionment must be made during the ensuing or current year.

To the several and specific purposes of the estimated needs as certified, we have and do hereby appropriate the surplus balances of cash on hand of the prior year, estimates of income from sources other than ad valorem taxation within the limitation fixed by law, and the proceeds of ad valorem tax levy within the number of mills authorized, either by apportionment by the Legislature, allocation by the excise board or by legal election, all of which appropriations are made in so far as the available surpluses, revenues, and levies will permit, except in that we have also provided that, after deducting items consisting of cash and the revenue from all sources other than the 2020 tax and the proceeds of the 2020 tax levy are in excess of the residue of such appropriations, by a sum included for delinquent tax, computed at 10.0% of such residue. And provided further, if said School District has been ascertained to be a well defined State Aid District, the local budget, as approved and appropriated for, has been applied wholly to its operating accounts.

We further certify that the amount required to be raised from tax, excluding Homesteads, for General Revenue Fund purposes as approved, requires a total ad valorem tax levy of .000 Mills. Said levy is within the statutory limit, and if in excess, is within the constitutional limit and has been authorized by a vote of the people of said district, as shown by certificate of the School Board to-wit:

To this District, with valuations shown below, the Excise Board allocated .000 Mills, plus .000 Mills authorized by the Constitution, plus an emergency levy of .000 Mills; plus local support levy of .000 Mills; for a total levy for the General Fund of .000 Mills.

We further certify that the amount required to be raised for building fund purposes as approved requires a tax levy of .000 Mills, and said levy has been certified as authorized by a vote of the people at an election held for that purpose. We further certify that Assessed Values used in computing Mill-vote levies have been applied as certified by the County Assessor.

We further certify that we have examined the within statements of account and estimated needs or requirements of the Governing Board of OKC Charter: Hupfeld/W Village Public Schools, School District No. E-3 of said County and State, in relation to the Sinking Fund or Funds thereof, and after findi the same correct or having caused the same to be corrected pursuant to 68 O. S. 2001 Section 3009, have approved the requirements therefor to fulfill the conditions of Section 26 and 28 of Article 10, Oklahoma Constitution, and have made and certified a tax levy therefor to the extent of the excess of said total requirements over the total of items 2, 3, 6, and 12 of Exhibit Y and any other legal deduction, including a reserve of 10.0% for delinquent taxes.

See Accountant's Compilation Report

CERTIFICATE OF EXCISE BOARD

ESTIMATE OF NEEDS FOR 2020-2021

EXHIBIT "Y"					
County Excise Board's Appropriation of Income and Revenue	General Fund	Building Fund	Co-op Fund	Child Nutrition Fund	New Sinking Fund (Exc. Homesteads)
Appropriation Approved and Provision Made	$ 3,353,426.99	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Appropriation of Revenues:					
Excess of Assets Over Liabilities	$ 273,608.58	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Unclaimed Protest Tax Refunds	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Miscellaneous Estimated Revenues	$ 3,079,818.41	$ 0.00	$ 0.00	$ 0.00	None
Est. Value of Surplus Tax in Process	$ 0.00	$ 0.00	$ 0.00	$ 0.00	None
Sinking Fund Contributions	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Surplus Building Fund Cash	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Total Other Than 2020 Tax	$ 3,353,426.99	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Balance Required	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Add Allowance for Delinquency	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Total Required for 2020 Tax	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Rate of Levy Required and Certified	———	———	———	———	0.00 Mills

We further certify that the net assessed valuation of the Property, subject to ad valorem taxes, after the amount of all Homestead Exemptions have been deducted in the said School District as finally equalized and certified by the Board of Equalization for the current year 2020-2021 is as follows:

VALUATION AND LEVIES EXCLUDING HOMESTEADS					
County		Real	Personal	Public Service	Total
This County	Oklahoma	$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Joint County		$ 0	$ 0	$ 0	$ 0
Total Valuations, All Counties		$ 0	$ 0	$ 0	$ 0

The assessed valuations herein certified have been used in computing the rates of mill levies and the proceeds thereof appropriated as aforesaid; and that having ascertained as aforesaid, the aggregate amount to be raised by ad valorem taxation, be raised by ad valorem taxation, we thereupon made the above levies therefor as provided by law as follows:

See Accountant's Compilation Report

CERTIFICATE OF EXCISE BOARD

ESTIMATE OF NEEDS FOR 2020-2021

EXHIBIT "Y" Continued:	Primary County And All Joint Counties				
Levies Required and Certified:	Valuation And Levies Excluding Homesteads			Total Required For 2020 Tax	
County	General Fund	Building Fund	Total Valuation	General	Building
This County Oklahoma	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Joint Co.	Mills	Mills	$ 0	$ 0	$ 0
Totals			$ 0	$ 0	$ 0

Sinking Fund: 0.00 Mills

We do hereby order the above levies to be certified forthwith by the Secretary of this Board to the County Assessor of said County, in order that the County Assessor may immediately extend said levies upon the Tax Rolls for the year 2020 without regard to any protest that may be filed against any levies, as required by 68 O. S. 2001, Section 2869.

Signed at _____, Oklahoma, this _____ day of _____, _____

_____ Excise Board Member

_____ Excise Board Chairman

_____ Excise Board Member

_____ Excise Board Secretary

Joint School District Levy Certification for OKC Charter: Hupfeld/W Village Public Schools E-3

Career Tech District Number _____: General Fund _____

Building Fund _____

State of Oklahoma)
) ss
County of Oklahoma)

I, _____, Oklahoma County Clerk, do hereby certify that the above levies are true and correct for the taxable year 2020.

Witness my hand and seal, on _____, _____.

_____
Oklahoma County Clerk

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ALL FUND ACCOUNTS COVERING THE PERIOD JULY 1, 2019 TO JUNE 30, 2020
STATISTICAL DATA FOR 2020-2021

EXHIBIT "Z"

Schedule 1: SUMMARY RECAPITULATION OF SCHOOL COSTS FOR THE FISCAL YEAR ENDING JUNE 30, 2020, AND APPORTIONMENT THEREOF

CLASSIFICATION	ACCUMULATION OF EXPENDITURES AND UNLIQUIDATED COMMITMENTS TO DETERMINE PER CAPITA COSTS					
Expenditures and Reserves	GENERAL REVENUE FUND	CHILD NUTRITION FUND	BUILDING FUND	SINKING FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS
Current Exp. - Educational	$ 2,654,944.88	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Current Exp. - Transportation	$ 1,755.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Current Res. - Educational	$ 12,835.09	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Current Res. - Transportation	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Exp. - Educational	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Exp. - Transportation	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Res. - Educational	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Res. - Transportation	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Interest Paid and Reserved	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
TOTALS	$ 2,669,534.97	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00

Enumeration	0.00	Average Daily Attendance	0.00	Average Daily Haul	0.00

Expenditures and Reserves	ENTERPRISE FUNDS	ACTIVITY FUNDS	EXPENDABLE TRUST FUNDS	NON-EXPENDABLE TURST FUNDS	INTERNAL SERVICE FUNDS
Current Expenditures - Educational	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Current Expenditures - Transportation	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Current Reserves - Educational	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Current Reserves - Transportation	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Expenditures - Educational	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Expenditures - Transportation	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Reserves - Educational	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Capital Reserves - Transportation	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
Interest Paid and Reserved	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
TOTALS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00

Per Capita Cost for:	Education	$ 0.00	Transportation	$ 0.00

Expenditures and Reserves	TOTAL OF ALL APPLICABLE COSTS 2019-2020	OPERATION COSTS ONLY	TRANSPORTATION COSTS ONLY
Current Expenditures - Educational	$ 2,654,944.88	$ 2,654,944.88	$ 0.00
Current Expenditures - Transportation	$ 1,755.00	$ 0.00	$ 1,755.00
Current Reserves - Educational	$ 12,835.09	$ 12,835.09	$ 0.00
Current Reserves - Transportation	$ 0.00	$ 0.00	$ 0.00
Capital Expenditures - Educational	$ 0.00	$ 0.00	$ 0.00
Capital Expenditures - Transportation	$ 0.00	$ 0.00	$ 0.00
Capital Reserves - Educational	$ 0.00	$ 0.00	$ 0.00
Capital Reserves - Transportation	$ 0.00	$ 0.00	$ 0.00
Interest Paid and Reserved	$ 0.00	$ 0.00	$ 0.00
TOTALS	$ 2,669,534.97	$ 2,667,779.97	$ 1,755.00

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Publication Sheet - Board of Education
Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2020
Estimate of Needs for Fiscal Year Ending June 30, 2021
OKC Charter: Hupfeld/W Village Public Schools, School District No. E-3, Oklahoma County, Oklahoma

STATEMENT OF FINANCIAL CONDITION

STATEMENT OF FINANCIAL CONDITION AS OF JUNE 30, 2020	GENERAL FUND DETAIL	BUILDING FUND DETAIL	CO-OP FUND DETAIL	NUTRITION FUND DETAIL
ASSETS:				
Cash Balance June 30, 2020	$ 332,461.58	$ 0.00	$ 0.00	$ 0.00
Investments	$ 0.00	$ 0.00	$ 0.00	$ 0.00
TOTAL ASSETS	$ 332,461.58	$ 0.00	$ 0.00	$ 0.00
LIABILITIES AND RESERVES:				
Warrants Outstanding	$ 46,017.91	$ 0.00	$ 0.00	$ 0.00
Reserves From Schedule 7	$ 12,835.09	$ 0.00	$ 0.00	$ 0.00
TOTAL LIABILITIES AND RESERVES	$ 58,853.00	$ 0.00	$ 0.00	$ 0.00
CASH FUND BALANCE (Deficit) JUNE 30, 2020	$ 273,608.58	$ 0.00	$ 0.00	$ 0.00

ESTIMATED NEEDS FOR FISCAL YEAR ENDING JUNE 30, 2021

GENERAL FUND	
Current Expense	$ 3,353,426.99
Reserve for Int. on Warrants & Revaluation	$ 0.00
Total Required	$ 3,353,426.99
FINANCED:	
Cash Fund Balance	$ 273,608.58
Estimated Miscellaneous Revenue	$ 3,079,818.41
Total Deductions	$ 3,353,426.99
Balance to Raise from Ad Valorem Tax	$ 0.00

ESTIMATED MISCELLANEOUS REVENUE:	
1000 Other District Sources of Revenue	$ 500,000.00
2100 County 4 Mill Ad Valorem Tax	$ 0.00
2200 County Apportionment (Mortgage Tax)	$ 0.00
2300 Resale of Property Fund Distribution	$ 0.00
2900 Other Intermediate Sources of Revenue	$ 0.00
3110 Gross Production Tax	$ 0.00
3120 Motor Vehicle Collections	$ 0.00
3130 Rural Electric Cooperative Tax	$ 0.00
3140 State School Land Earnings	$ 0.00
3150 Vehicle Tax Stamps	$ 0.00
3160 Farm Implement Tax Stamps	$ 0.00
3170 Trailers and Mobile Homes	$ 0.00
3190 Other Dedicated Revenue	$ 0.00
3200 State Aid - General Operations	$ 2,040,488.87
3300 State Aid - Competitive Grants	$ 0.00
3400 State - Categorical	$ 15,762.13
3500 Special Programs	$ 0.00
3600 Other State Sources of Revenue	$ 0.00
3700 Child Nutrition Program	$ 2,225.81
3800 State Vocational Programs	$ 0.00
4100 Capital Outlay	$ 0.00
4200 Disadvantaged Students	$ 160,000.00
4300 Individuals With Disabilities	$ 55,000.00
4400 Minority	$ 15,000.00
4500 Operations	$ 0.00
4600 Other Federal Sources of Revenue	$ 114,000.00
4700 Child Nutrition Programs	$ 177,341.60
4800 Federal Vocational Education	$ 0.00
5000 Non-Revenue Receipts	$ 0.00
Total Estimated Revenue	$ 3,079,818.41

SINKING FUND BALANCE SHEET	
1. Cash Balance on Hand June 30, 2020	$ 0.00
2. Legal Investments Properly Maturing	$ 0.00
3. Judgments Paid To Recover By Tax Levy	$ 0.00
4. Total Liquid Assets	$ 0.00
Deduct Matured Indebtedness:	
5. a. Past-Due Coupons	$ 0.00
6. b. Interest Accrued Thereon	$ 0.00
7. c. Past-Due Bonds	$ 0.00
8. d. Interest Thereon after Last Coupon	$ 0.00
9. e. Fiscal Agency Commissions on Above	$ 0.00
10. f. Judgments and Int. Levied for/Unpaid	$ 0.00
11. Total Items a. Through .f	$ 0.00
12. Balance of Assets Subject to Accrual	$ 0.00
Deduct Accrual Reserve if Assets Sufficient:	
13. g. Earned Unmatured Interest	$ 0.00
14. h. Accrual on Final Coupons	$ 0.00
15. i. Accrued on Unmatured Bonds	$ 0.00
16. Total Items g Through i	$ 0.00
17. Excess of Assets Over Accrual Reserves **(Page 2)	$ 0.00

SINKING FUND REQUIREMENTS FOR 2020-2021	
1. Interest Earnings on Bonds	$ 0.00
2. Accrual on Unmatured Bonds	$ 0.00
3. Annual Accrual on "Prepaid" Judgments	$ 0.00
4. Annual Accrual on Unpaid Judgments	$ 0.00
5. Interest on Unpaid Judgments	$ 0.00
6. PARTICIPATING CONTRIBUTIONS (Annexations):	$ 0.00
7. For Credit to School Dist. No.	$ 0.00
8. For Credit to School Dist. No.	$ 0.00
9. For Credit to School Dist. No.	$ 0.00
10. For Credit to School Dist. No.	0.00
11. Annual Accrual From Exhibit KK	$ 0.00
Total Sinking Fund Requirements	$ 0.00
Deduct:	
1. Excess of Assets over Liabilities (if not a deficit)	$ 0.00
2. Contributions From Other Districts	$ 0.00
Balance To Raise	$ 0.00

	SINKING FUND
13d. j. Unmatured Coupons Due Before 4-1-2021	$ 0.00
14d. k. Unmatured Bonds So Due	$ 0.00
15d. l. Whatever Remains is for Exhibit KK Line E.	$ 0.00
16d. Deficit as Shown on Sinking Fund Balance Sheet.	$ 0.00
17d. Less Cash Requirements for Current Fiscal Year in Excess of Cash on Ha	$ 0.00
18d. Remaining Deficit is for Exhibit KK Line F.	$ 0.00

BUILDING FUND	
Current Expense	$ 0.00
Reserve for Int. on Warrants & Revaluation	$ 0.00
Total Required	$ 0.00
FINANCED:	
Cash Fund Balance	$ 0.00
Estimated Miscellaneous Revenue	$ 0.00
Total Deductions	$ 0.00
Balance to Raise from Ad Valorem Tax	$ 0.00

	CO-OP FUND	CHILD NUTRITION PROGRAMS FUND
Current Expense	$ 0.00	$ 0.00
Reserve for Int. on Warrants & Revaluation	$ 0.00	$ 0.00
Total Required	$ 0.00	$ 0.00
FINANCED:		
Cash Fund Balance	$ 0.00	$ 0.00
Estimated Miscellaneous Revenue	$ 0.00	$ 0.00
Total Deductions	$ 0.00	$ 0.00
Balance	$ 0.00	$ 0.00

Publication Sheet - Board of Education
Financial Statement of the Various Funds for the Fiscal Year Ending June 30, 2020
Estimate of Needs for Fiscal Year Ending June 30, 2021
Public Schools, School District No. , County, Oklahoma

CERTIFICATE - GOVERNING BOARD

STATE OF OKLAHOMA, COUNTY OF OKLAHOMA, ss:
We, the undersigned duly elected, qualified and acting officers of the Board of Education of OKC Charter: Hupfeld/W Village Public Schools, School District No. E-3, of Said County and State, do hereby certify that at a meeting of the Governing Body of the said District begun at the time provided by law for districts of this class and pursuant to the provisions of 68 O. S. 2001 Section 3003, the foregoing statement was prepared and is a true and correct condition of the Financial Affairs of said District as reflected by the records of the District Clerk and Treasurer. We further certify that the foregoing estimate for current expenses for the fiscal year beginning July 1, 2020 and ending June 30, 2021, as shown are reasonably necessary for the proper conduct of the affairs of the said District, that the Estimated Income to be derived from sources other than ad valorem taxation does not exceed the lawfully authorized ratio of the revenue derived from the same sources during the preceding year.

_____
President of Board of Education

Subscribed and sworn to before me this _____, 2020

_____
Notary Public

The Estimate of Needs shall be published in one issue in some legally qualified newspaper published in such political subdivision. If there be no such newspaper published in such political subdivision, such statement and estimate shall be so published in some legally qualified newspaper of general circulation therein; and such publication shall be made, in each instance, by the board or authority making the estimate.

A Message from McDaniel



OKCPS Students, Families & Staff -

At last night's Board of Education meeting, OKCPS discussed details regarding our Return to Campus plan. While we started the school year virtually, in order to prepare for a return of all of our students by the beginning of the second 9-weeks, we feel it's important to start transitioning small groups of students back to in-person learning. This is consistent with the original plan shared with the Board and our stakeholders in July.

Plan for Pre-K and Kindergarten
The next phase of our Return to Campus plan includes welcoming our Pre-K and Kindergarten students back to classrooms for part time in-person learning using a hybrid A/B schedule. These children are least familiar with a school setting and have some of the greatest challenges in a virtual setting, so this plan will give them a chance to acclimate before the rest of the students arrive. We also know it is most difficult for our youngest learners to work independently, so bringing them back to the

classroom first will allow them to work in small groups and develop other social skills that will be the foundation for future learning.

After careful consideration and input from a variety of stakeholders, our target date for bringing back our youngest learners will be **Monday, October 19.** This will give our teachers more time to master virtual instruction and allow school leaders and other district teams to finalize plans to begin bringing students back to the buildings.

When they return, students will be identified as either Group A or Group B. Depending on that assignment, students will either attend in-person school, for the full day on Monday & Tuesday or Thursday & Friday. All students will log in remotely on Wednesdays.

Please note that our Pre-K and Kindergarten students are already divided into A and B groups. If your student currently receives virtual instruction in the morning, your student is in Group A. If your student currently receives virtual instruction in the afternoon, your student is in Group B. Your child's teacher will verify your student's group assignment in the next few days.

It is our intention to not have more than 15 students in a classroom at a time during this phase of our Return to Campus plan.

So, what does this mean for Pre-K and Kindergarten families on October 19?

- Pre-K and Kindergarten students will attend school in-person two full days a week starting October 19, 2020. Students will be provided with learning activities to complete on their own at home during the other 3 days of the week, similar to what they currently do on Wednesdays.
- Students should bring their iPad to school with them on the days they have in-person learning.
- Transportation will be provided to kindergarten students who live further than 1.5 miles from their assigned school. Bus route information is available from your student's school.
- Historically, OKCPS hasn't provided transportation for our Pre-K students. Families will be responsible for dropping off and picking up their Pre-K students.
- Meals will be provided to students who are attending school in-person. Students will either eat in the cafeteria while social distancing or in their classrooms. Drive thru meal services are still available from 10:30 am to 1:00 pm at every school for students on the days they do remote learning.
- Although families are encouraged to follow the uniform guidelines if at all possible, students will be allowed to wear any solid colored polo shirt, along with khaki, black or navy pants.

Safety Protocols for students include:

- Students should wear a face covering that covers both the nose and mouth (OKCPS can provide one if needed).
- Students' temperatures will be taken upon arrival to school. If a student has a temperature of over 100.4 or more, they will be asked to return home.
- Students will be asked to wash their hands several times a day and/or use hand sanitizer when necessary.

- Students will also practice social distancing when applicable.
- Teachers will wear PPE and wipe down surfaces that are touched frequently.

Any Pre-K or Kindergarten family who does not wish to return to in-person learning on October 19 may opt into our e3 Online Learning program. To do so, please contact your school directly to make that change no later than Wednesday, September 30.

Plan for 1st Grade - 12th Grade
Our tentative plan at this time is to bring our 1st - 12th grade students back for in-person learning on an A/B schedule on **Monday, November 9th.**

Ongoing COVID-19 Monitoring and Evaluation
Between now and October 19, OKCPS leaders will continue to closely monitor and assess conditions. This will include a meeting on September 30 -- the halfway point of the first 9 weeks -- to review a variety of data points such as the OSDE Covid Alert System and other trends, along with consultation with the OCCHD and district health officials.

It is important to note that OKCPS began welcoming small groups of students back to our buildings in early September, including our students with special needs. And, as we continue to move down the runway toward a full return to campus, district leaders are committed to maintaining that momentum by bringing back Pre-K and Kindergarten students along with small groups of our most vulnerable students such as those in alternative education programs, our newcomer families and those experiencing homelessness.

All OKCPS staff and families can learn more about our Return to Campus plan and access other resources by visiting www.okcps.org/return. We will continue to share additional information when it becomes available and we encourage families to check this page often for updates.

We thank you for your continued patience and understanding as we navigate through this ever changing situation.

Sean McDaniel

Dr. Sean McDaniel
Superintendent of Schools

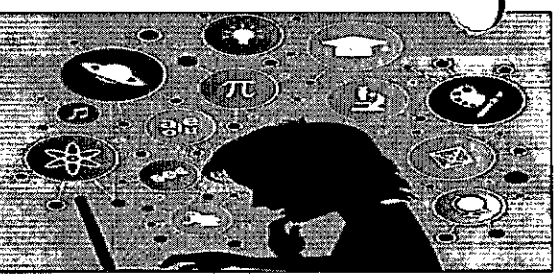
STAY IN TOUCH

Oklahoma City Public Schools
P.O. BOX 36609 | Oklahoma City, OK | 73136

Stanley Hupfeld ACADEMY
AT WESTERN VILLAGE

1508 NW 106th St • Oklahoma City, OK 73114 • (405) 751-1774
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

Parent Fact Sheet
Return to Learn
2020-2021



Your commitment and assistance during these unprecedented times is greatly appreciated. This plan was created with guidance from the Oklahoma State Department of Education and the Center for Disease Control and Prevention. SHA has taken a layered approach to preventing the spread of COVID-19.

Quick Facts for Parents/Families:

- Students will need 3-4 cloth masks that fit comfortably.
- A clean mask must be worn each day and taken home to be washed.
- Students will need a water bottle to take back and forth each day to school. There will not be any access to water fountains at school.
- All Chromebooks will return to school with the students and remain there. Paper/Pencil homework will be assigned each week for the 3 days of distance learning.
- Students are not to bring a backpack to school each day.
- Water bottles should be cleaned and filled with water at home and returned to school each day.
- Temperature checks will occur as students are dropped off at school each day. Students that have a temperature of 100 degrees or above will not be allowed to come to school.
- You are required to pick up your child immediately if they are sick.
- Access to the school is limited to students and staff to ensure their safety and reduce risk of spreading illnesses.
- Please ensure that you download the **Class DoJo App** and stay connected with your child's teacher.
- ***Our School Story*** on **Class DoJo** will carry all announcements and updated information.
- Please ensure that you have an updated phone number on file with the school office and an emergency contact listed on your child's paperwork.
- Websites and Links to schedule your own free CVOID-19 Test.
  Immy Labs **https://portal.immylabs.com/** Results in 2 Business Days or Less-Drive Thru testing done by nurses. Location and Times all over Oklahoma and Metro Area

  CVS Pharmacy **https://cvshealth.com/covid-19/testing-locations-** Results within7 days, but usually return in two. Test done by you with assistance from pharmacist. Locations all over Oklahoma and Metro Area.

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Return to Campus Plan 2020

Our Return to Campus plan includes welcoming our Pre-K -5th grade students back to classrooms for part time in-person learning using a hybrid A/B schedule. We know it is most difficult for our learners to work independently, so bringing them back to the classroom will allow them to work in small groups and develop social skills and academic skills that will be the foundation for future learning. After careful consideration and input from a variety of stakeholders, our target date for bringing back our learners will be Monday, October 19. This is the Monday following Fall Break.

Before they return, students will be identified as either Group A or Group B. Depending on that assignment, students will either attend in-person school, for the full day on Monday & Tuesday or Thursday & Friday. All students will have assignments for remote learning the three days of the week that they are not in the classroom. You will receive your A/B assignment from your classroom teacher. We have arranged the schedule so that entire families will be placed on the same schedule. (Ex: All Jones on the A Schedule)

It is our intention to have no more than 13 students in a classroom at a time during this phase of our Return to Campus plan.

So, what does this mean for families on October 19?

- All students will attend school in-person two full days a week starting October 19, 2020. Students will be provided with learning activities to complete on their own at home during the other 3 days of the week.
- Students will bring their Chromebooks back to school with them for in class use and they will remain at school.
- Meals will be provided to students who are attending school in-person. Students will either eat in the cafeteria while social distancing or in their classrooms. Drive thru meal services will still be available from 10:00 am to 11:00 am for remote learners.
- Uniform guidelines allow students to wear any solid white, light blue or navy shirt, along with khaki, black or navy pants/skirt/shorts.

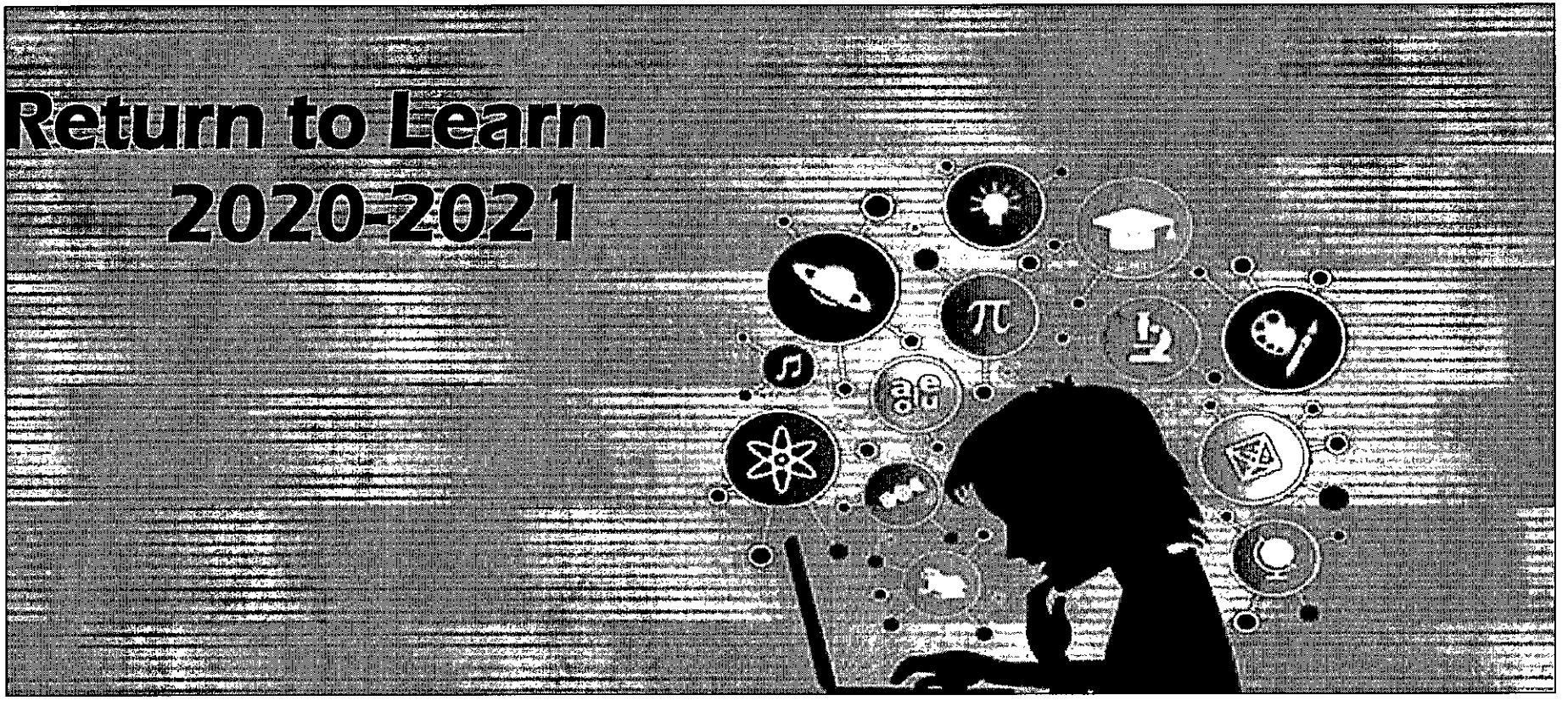
Safety Protocols for students include:

- Students will wear a face covering that covers both the nose and mouth (SHA can provide one if needed). In addition, face shields have been purchased for student use.
- Students' temperatures will be taken upon arrival to school. If a student has a temperature of over 100.4 or more, they will be asked to return home.
- Students will be asked to wash their hands several times a day and/or use hand sanitizer.
- Students will also practice social distancing when applicable.
- Teachers will wear PPE and wipe down surfaces that are touched frequently.
- UV lights will be used after hours to disinfect areas.
- Additional safety measures are outlined in the Return to Learn Plan on the SHA website.
- Nightly cleaning will occur in addition to deep cleaning each Wednesday and Saturday between learner groups.

Any family who does not wish to return to in-person learning on October 19 may opt into our Virtual Learning program. The support for this will change and include required Zoom sessions that will be conducted each Wednesday. If you plan on remaining in Virtual Learning please contact the school directly to make that change no later than Wednesday, September 30.

UPDATED PLAN 9.24.2020

Stanley Hupfeld ACADEMY AT WESTERN VILLAGE



Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

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Planning

As Stanley Hupfeld Academy (SHA) plans for reopening for the 2020-2021 school year, we have sought guidance from public health officials and governmental agencies. Specifically, SHA will follow recommendations from the Oklahoma State Department of Education (SDE) and the Centers for Disease Control (CDC).

As we develop and continually revise this reopening plan, the SHA **Safe School, Health & Wellness Committee** will ensure that all appropriate actions and safeguards are considered. This team includes representatives from school leadership, teaching staff, support staff, parents and students. In addition, this team will include community representatives from INTEGRIS Health and the SHA Advisory Board.

The SHA Advisory Board delegated decision-making power regarding contingency calendar decisions to the school's administrative team in June, 2020, with advance notification to the Board, in the event of any necessary COVID-related school closure during the 2020-2021 school year.

Stanley Hupfeld Academy parents and guardians play an integral role in ensuring student safety. Continual cooperation and adherence to the Return to Learn policies ensures that we are providing a safe educational experience.

Calendar

- Retain basic adopted school calendar – Move start date from August 6th to August 10th
- 100% Virtual for First Nine Weeks – Based on OKCPS and SDE decisions in late July
- July 15-17: Phone calls to students/ families by classroom teachers
- July 28 & 29: Grade Level Meetings to plan Virtual Learning
- July 30 : Digital Meet the Teacher Date – Zoom Parent Meetings
    - Welcome videos from teachers posted to YouTube
    - Register parents on Class DoJo
    - Videos & messages sent through Class DoJo
    - Meet the Teacher Zoom Sessions with Families
    - Share "Parent Fact Sheet" from the SHA Return to Learn Plan
- A/B schedule will be followed for the Return to Campus Plan for the second nine weeks of school.
    - Students will be placed in an A/B schedule with priority of returning families together to the school site.
    - Students will attend 2 days a week on campus and 3 days a week through distance learning.
    - Options Include:
        - Monday & Tuesday (on campus) with Wednesday, Thursday & Friday conducted through distance learning.
        - Thursday & Friday (on campus) with Monday, Tuesday & Wednesday conducted through distance learning.

Contingency Calendar Options

SHA will choose one option to implement. Parents are not selecting different options for their child.

- Option A: Traditional Learning
  - Traditional school model with all students attending every day as currently planned
  - Layered protection & required procedures for safety (e.g. mask wearing/ social distancing)

- Option B: Traditional Learning Plus Distance
  - Traditional school model with all students attending every day on A/B schedule
    - Two days of on-site learning
    - Three days of distance learning
  - Layered protection & required procedures for safety (e.g. mask wearing/ social distancing)
  - School day lengthened from 7:50 a.m. to 3:15 p.m.

- Option B: +10 Partial Distance Learning
  - Traditional school model with all students attending majority of days
  - School day lengthened from 7:50 a.m. to 3:15 p.m.
  - Predetermined required distance learning days (10 total days) built into calendar after breaks
  - Teachers and paraprofessionals report to the building during distance learning days
  - Full school cleaning occurs during distance days

- Option C: 100% Distance Learning
  - All students use distance learning entirely throughout a designated time frame
  - School closure required due to COVID-19 outbreak in school and/or surrounding area

Training

- SHA administration will ensure all employees understand the responsibilities and goals of Virtual Learning for the first 9 weeks of school and the A/B schedule for the second nine weeks.

- SHA administration will ensure all employees have participated in adequate training to support the reopening. This training will include any new policies, cleaning and disinfecting procedures, proper use of PPE, and protocols for monitoring and reporting student mental and physical health concerns.

- SHA teachers and specialists will train students in the proper use of hand washing, mask wearing and social distancing to ensure their safety.

- Teachers will utilize distance learning software during regular instruction so that students are familiar with passwords and how to access digital content.

- SHA administration will work with local public health officials to establish **contact tracing protocols and notification process** for students and staff who may have been exposed to COVID-19. SHA will continue to share all information necessary to conduct tracing. This information will be shared pursuant to established agreements and protocols that are used for other infectious diseases.

Intensified Cleaning Disinfection and Ventilation

- SHA faculty will clean and disinfect frequently touched surfaces within the school at least daily (for example, door handles, sink handles) as well as shared objects (toys, games, books) between uses.
- Ultraviolet lights will be used to sanitize areas at night.
- Staff will ensure safe and correct application of disinfectants and keep products away from children.
- Custodial staff will intensify efforts in the main building.
    - All rooms will be vacuumed daily by custodial staff.
    - Restrooms will be sanitized twice a day by custodial staff.
    - Lunch tables will be sanitized before/after each lunch period by duty teachers.
- Administration will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors.
    - Do not open windows and doors if they pose a safety or health risk (e.g., allowing pollens in or exacerbating asthma symptoms) to children or staff.
    - Outside learning areas will be utilized to conduct lessons when weather permits.

Visitors/ Events

- Only staff is allowed in the building. Staff have the option of working from their classroom or from home on Virtual Learning days.
    - Staff will enter & exit through their individual classroom entrance during Virtual Learning days (first nine weeks).
- SHA administration has canceled all field trips, inter-group events, and extracurricular activities.
- In order to restrict transmission of COVID-19, SHA has not planned any events, gatherings or extracurricular activities (e.g. HOUSE meetings virtually, virtual mentor visits, etc.).
- SHA administration will restrict nonessential visitors, volunteers, and activities involving other groups.
- The Positive Directions Mentoring Program has suspended face to face mentoring for the 2020-21 school year.
- Parents may call the school office upon arrival to the school (405) 751-1774 and an office staff member will assist you (e.g. picking up child for an appointment, returning forms, etc.).
- Parents and non school employees will **not** be allowed to enter the school in order to reduce the risk of spreading COVID-19.
- Parent meetings will be virtual during the 2020-2021 school year.
- Visitors will be permitted in the school **only** by appointment (e.g. IEP meetings, clinic appointments, etc.).
- All visitors must wear a mask; have temperature checked upon arrival, and practice social distancing.
- Parent conferences and meetings may be held outside when weather permits.

Absences/Sick Leave

- Current sick leave practices and policies remain in effect.
- If a student presents with fever (100 degrees or more) and/or cough, they are automatically sent home with information about COVID testing.
- A student with a fever and symptoms will be placed in isolation until a parent arrives to pick them up from school.
- A student that tests positive with COVID or has symptoms must remain home for 10 school days.
- Students will be required to participate in distance learning while sick or waiting for test results.
- Teachers will be mandated to STAY HOME when sick. No exceptions.
- Staff will check temperature and sanitize as they enter the building each day.

Safety Practices

Hygiene Practices

SHA faculty will promote healthy hygiene practices by:

- Checking temperature for all staff and students before they enter the building.
  - Curbside temperature check stations to monitor car riders & walkers
  - Temperature of 100 degrees or greater prevents any person, including students and staff from entering the building
  - **No one will enter the building with a temperature of 100 degrees or greater.**
- Teaching and reinforcing hand washing and covering coughs and sneezes among students and staff.
- Monitoring and enforcing safety practices including: social distancing, hand washing, sanitizing and safe practices.
- Supplying adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol, paper towels, tissues, and no-touch trash cans.
- Posting signs on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures, and properly wear a face covering.
- Closing all public/shared drinking fountains during the 2020-2021 school year.
  - Water bottles with water must be brought from home.
  - Parents and students will be responsible for cleaning, filling and returning water bottles to school each day.
- Propping open interior classroom doors to minimize door touches.

Masks/ Shields

- Masks will be worn by all staff members. Shields are also provided. The best protection is offered when a mask is worn with a shield.
- Every student must have a cloth mask face covering that covers their mouth and nose.
- Students will be required to wear masks in all areas of the school.
- Parents will be required to wash and maintain clean masks for their child.
- Individual desk shields are provided for each student and will be used as an additional barrier when students are seated and working at their desks.
- Face shields may be used by the students when working on oral reading skills. Face shields will be provided by the school and kept at the school. Face shields will not be shared between students.

Entry of Building

- All students and staff will be required to wear a cloth mask when entering the building.
- SHA students will have their temperature checked and hands sanitized at the curb each day before they enter the building.
- Students that pass the temperature check will be allowed to proceed to school. Students with a temperature at 100 degrees or more will not be admitted to school.
- Students that are not eating breakfast may be dropped off at 7:40 a.m. and go directly to their classroom door. Teachers will be in the classroom.
- Paraprofessionals will assist with ensuring that students arrive to their classroom safely by monitoring hallways.
- Students that eat breakfast at school will need to wear a mask and enter through the front door of the school and proceed directly to the cafeteria.
- Breakfast will be provided and seating will be socially distanced to accommodate students. As students finish, they will wear their mask as they leave the breakfast room and proceed to the classroom and maintain social distancing through the hallways.
- Hallway travel will be minimized and include arrows and signs to encourage social distancing.

Exiting of Building

- Masks must be worn when students leave the classroom and head to their dismissal location.
- Classroom teachers should utilize the classroom outside door whenever possible for exit and entry. Ensuring that these doors remain locked and closed is essential to school safety.
- Students that walk home will be dismissed first each day by intercom. Students will walk from their classroom to the designated waiting area. North walkers will wait in the art hallway, masks on and socially distanced. South walkers will wait in the south hall with masks on and socially distanced. Students will follow social-distancing guidelines as they leave the property and siblings/family groups will walk together.
- Staff will escort walkers from the outside area and off the property.
- Students that ride in carpool will have designated waiting locations inside the first grade hallway and the cafeteria. Siblings and large family groups as well as daycare groups will wait at their designated location in the cafeteria until their name is called on the intercom.

Restroom Breaks

- Students and Staff are to wear masks and practice social distancing protocols when they are in the hallways.
- Students will have group restroom breaks that are coordinated so that others are not in the restroom at the same time as a classroom group.
- A limited number of students will be allowed in the restroom at one time.
- The teacher/paraprofessional will sanitize the restroom after the classroom break. This includes spraying Lysol on the handles and sink fixtures.
- The teacher will report any concerns to administration.
- Students that have restrooms in their classroom may utilize these during the day. The same group of students will be utilizing this facility throughout the day.
- The teacher/paraprofessional will check and sanitize the classroom restroom two to three times per day.

Lunch/Breakfast Room

- Students and staff must wear masks and practice social distancing protocols when they enter and exit the lunchroom.
- Students will be socially distanced during lunch/breakfast with groups separated by partition walls in cafeteria.
- The teacher/paraprofessional will sanitize the table tops after lunch with a virus killing product.
- The teacher will report any concerns to administration.
- Students may bring lunch or receive a meal through the cafeteria line.
- No sharing of food items will be allowed.
- No guest/visitors for lunch. Lunch deliveries will not be allowed for students.
- After breakfast and lunch, the room will be closed off and UV-C light will be placed inside to kill germs.

Recess

- Students and staff are to wear masks and practice social distancing protocol as they exit the lunchroom and proceed to the playground.
- Students will be socially distanced during recess with groups separated and playing on separate areas of the playground.
- A health lap will be utilized at the beginning of recess to allow for the previous group to exit the playground.
- Students are encouraged to play no-contact games from Peaceful Playground curriculum.
- Masks are encouraged but not mandatory on the playground if social distancing is in effect.
- At the conclusion of recess, students will line up on opposite sides of the perimeter line.
- Teachers must arrive on time to pick up students.
- Upon entry of the building students must use hand sanitizer and put on cloth mask.

Specials

- Specialists will visit the scheduled classrooms daily to conduct their lessons.
- Teachers may leave the classroom as this is their plan time.
- Students will not move to specialists' classroom unless directed to do so.
- Specialists will coordinate their schedule so that once per day their classroom is used for one group of students.
- Specialists will sanitize table tops, keyboards, equipment and supplies in their classroom daily, if their room is in use.
- Specialists will utilize the classroom practices that promote social distancing and hand hygiene.

Classroom Practices

- A cloth face mask must be worn when entering and exiting the classroom.
- Sanitization with hand sanitizer will occur upon each exit and entry to the classroom.
- Space seating/desks to at least six feet apart when possible. If not possible individual desk dividers will be used.
- Desk dividers will be used to identify student's individual space and to help maintain distance.
- Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas and taken home each day and cleaned, if possible.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc. assigned to a single student) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- If food is offered at any event, it will be pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal. Avoid sharing of foods and utensils.
- SHA will avoid sharing electronic devices, toys, books, and other games or learning aids. If this cannot be avoided, items will be sanitized between student use.
- Students will be supplied with their own supplies and an area to keep their supplies.
- SHA administration will notify local health officials, staff, and families immediately of a positive case while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

Distance Learning

Preparing for Intermittent Closures

SHA will remain vigilant in preparing for sudden intermittent closures or rapid transitions to extended periods of remote learning. SHA has a digital communication plan for all parents through the *Class DOJO* app and maintains a constant state of preparedness throughout the school year. This will include packets of learning materials for students' distance learning from home, and considerations for blended learning in lesson planning.

Closings

- Administration will check State and local health department notices daily about transmission in the area and adjust operations accordingly.
- In the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the community, school may close for a short time (1-2 days) for cleaning and disinfecting or longer if required. An individual class of students may also need to be quarantined if they are exposed to a positive case. This will be determined by our site nurse.

SHA has 333 enrolled students. Through our resource survey we established that 100% of our 225 families have Smart Phones. There were 200 additional home technology devices identified, many of which are shared. Approximately 3 families do not have any Wi-Fi access, but do have data on their phones. SHA is providing free WIFI at the school site with picnic table support from certified staff for students and families that need assistance. Temperature checks, masks and social distancing are utilized when parents and children come for assistance.

By developing user-friendly and Smart-phone accessible (24/7) platform, we have remained connected with our families. Our learning interventionist team, ELL Team and Special Education Team will contact their caseload students three times per week via Zoom and/or videos of students reading, to facilitate targeted reading instruction. Home visits by the principal and the counselor are conducted for students that have been non-responsive with work and communication.

These interventions will supplement bi-weekly virtual sessions from the classroom teacher. Teachers have identified "Virtual Office Hours" for parents' questions or concerns.

SHA is following the Sample Schedule for each grade span. We will be offering interventionists for our struggling learners and continual communication with our parents.

PreK & K

□ 15 minute read aloud and literacy skills including a reading task and/or writing activity /5 x week

□ 15-minute math lesson, activity, application practice or game focused on concepts, skills, or content (i.e. number sense, computation, problem solving, etc.) 5 x week

□ 15-minute reading skills practice (i.e. rhyming, sounds in a word, letter names and letter sounds) 5 x week

□ 15-minute reading skills practice / Independent Instruction by the teacher (i.e. rhyming, sounds in a word, letter names and letter sounds) 5 x week

□ Extended Learning:

- 30-60 minutes of outdoor play
- 10-20 minutes of reading with family (books of their choice)
- 30+ minutes of imaginative play (small toy play, dress up play, building, etc.)

Grades 1 & 2

- 30-minute read aloud or independent reading, including reading tasks or writing prompts
- 20-minute combination of math lesson, activities, application practice or games focused on concepts, skills or content (i.e. number sense, computation, problem solving, etc.) 5 x week
- 20-minute science/social studies activity or lesson connected to an overarching project or topic of study 5 x week
- 30-minute Zoom sessions three times per week to assist small group learning (Maximum of 5 students in each group)
- Flexible time for specials (Physical Education, Music, Art, World Language)

Grades 3-5

- 20-minute read aloud or independent reading
- 20-minute reading or writing lesson, task, or prompt (may include 15 minutes of independent writing) 5 x week
- 20 minute combination of a math lesson, activities, application practice, or games focused on concepts or skills (i.e. number sense, computation, problem solving, etc.) 5 x week
- 20-minute science/social studies activity or lesson connected to an overarching project or topic of study/ 5 x week
- 30-minute Zoom sessions three times per week to assist small group learning (Maximum of 5 students in each group) flexible specials (Physical Education, Music, Art, World Language or Library)

Curriculum:

The SHA curriculum is aligned with the Oklahoma Academic Standards. We utilize:

- Big Ideas Math by National Geographic- Technology Support and Video Taught Lessons
- Guided Reading by Fountas & Pinnell – Guided Reading Groups via Zoom
- Houghton Mifflin Science and Social Studies Curriculum

In addition to these required components of the SDE plan, we will be offering supplemental activities and supports to all students through our virtual learning platform.

SHA will continue to follow the directives and guidance of the State Department of Education during this time of distance learning.

Attendance Policy:

Stanley Hupfeld Academy recognizes the importance of students in grades PK-12 attending school nearly every day as a key factor in student achievement. Parents/guardians are responsible for their students' attending school regularly as required by law. However, it is important for those students who are ill to stay home when sick. Students who have a fever or a measured temperature greater than or equal to 100 degrees Fahrenheit will not be at school or school activities.

Students are expected to miss no more than ten percent of school days per year to avoid being considered for retention in elementary or middle school or loss of high school course semester credit. Students who are absent more than ten percent of the school year miss nearly eighteen days per school year and are chronically absent miss out on learning time. High school students who miss nine (9) or more school days per semester risk losing course credit.

When students miss ten (10) days of school, their pattern of attendance is considered chronic absenteeism, except when absences are due to a significant medical condition. Students who fall in this category will be provided assistance to address attendance barriers and a path for academic success. A significant medical condition means a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma. Any COVID-19 related absences due to a child's medical needs will be considered a significant medical condition.

For students in grades kindergarten through sixth grade, the maximum number of absences during any nine-week period shall be 10 unexcused absences. A student absent from class more than 10 times during a nine-week period shall be required, along with the student's parents, to work out an improvement plan with the principal.

The attendance for a student participating in a virtual or online instruction program shall be the date on which the student first completes an instructional activity as defined in 70 O.S. § 3-145.8. The defined time period, assignment completion status, or other means used to determine student attendance in the virtual program shall meet or exceed the minimum measures of virtual attendance listed at 70 O.S. § 3-145.8(B).

Virtual Learning Plan

- 100% Virtual Learning will be in place for the first nine weeks of school. We will review and update our plan based local guidance.

- When we do return to traditional learning, Virtual Learning days may be required school wide to prevent the spread of COVID-19. During these times of virtual learning, attendance and absence policies will be in place for students and staff. Virtual Learning days will be put into place when:
  - The state closes school to prevent the spread of COVID-19.
  - If the state limits the number of students that can be in a building.
  - If a student becomes ill or a family member tests positive for COVID-19.

- Subject to the exceptions provided below, resources (instructional technology and equipment, including but not limited to devices and connectivity), are provided free of charge to all students to ensure the ability to access the virtual instruction, and if not, that equitable measures are in place and provided to students free of charge.

- Chrome Book Devices will be available for student check-out as necessary.

- A hybrid approach of paper-pencil work packets and technology based learning will be provided to maximize learning access to all students.

- All grades/courses are designed in a manner that facilitates and appropriately aligns with the Oklahoma Academic Standards.

Outlined on pages 23-28 below is the Distance Learning Plan for COVID-related school closure. This plan is subject to revision and increased rigor based on recommendations from the SDE and CDC, should future school closures be required.

The SHA Continuous Distance Learning Plan is a three-tiered approach that provides instruction, remediation support for struggling learners and a stronger support for students with IEPs and ELL services.

- **Tier One:** Instructional resources provided by the classroom teachers in PreK- 5th.
- **Tier Two:** Intervention support and tutoring provided for struggling readers with the use of trained paraprofessionals and specialist staff.
- **Tier Three:** Support ELL and IEP students through our special education department.

The SHA Continuous Distance Learning Plan addresses equity of service for under-resourced learners through a variety of measures. We utilize a blended learning model of work packets (paper/pencil/workbooks) and technology. We have developed grade level websites with links to our YouTube channel as a learning platform. Google Classroom is the primary platform for grades 2-5th and SeeSaw is being utilized in PreK-1st grade. The YouTube Channel Link: https://www.youtube.com/channel/UCrgNz2nbELUhj4xNpCdO_yg?view_as=subscriber can be utilized for instructional and specialists videos.

Study Island and Reflex Math are being utilized, as well as Google Classroom. Students with limited technology may text pictures of written work assignments to teachers.

Teachers will post assignments, daily video messages and resources for families. Small group Zoom or Google Meet sessions will be utilized to support learners by the certified classroom teacher. Students can use our school communication app, *Class DoJo* to connect with teachers daily and submit images of work assignments. This is a confidential platform to ensure that we protect students' FERPA rights.

Learning packets were distributed on Friday, August 7th. Each child was issued a ChromeBook to access distance learning. This was communicated to our families through the *Class DoJo* parent communication app. Classroom workbooks, readers, novels, supplies and devices were distributed to all 333 students.

A student will not be considered absent from school if:

hen students miss ten (10) days of school, their pattern of attendance is considered chronic absenteeism, except when absences are due to a significant medical condition. Students who fall in this category will be provided assistance to address attendance barriers and a path for academic success. A significant medical condition means a severe, chronic, or life-threatening physical or mental illness, infection, injury, disease, or emotional trauma. Any COVID-19 related absences due to a child's medical needs will be considered a significant medical condition.

For students in grades kindergarten through sixth grade, the maximum number of absences during any nine-week period shall be 10 unexcused absences. A student absent from class more than 10 times during a nine-week period shall be required, along with the student's parents, to work out an improvement plan with the principal.

The attendance for a student participating in distance or online instruction program shall be the date on which the student first completes an instructional activity as defined in 70 O.S. § 3-145.8. The defined time period, assignment completion status, or other means used to determine student attendance in the distance program shall meet or exceed the minimum measures of distance listed at 70 O.S. § 3-145.8(B).

A student will not be considered absent from school if:

1. They are not physically present at school but are completing work in a distance learning or online program approved by the school district and are meeting the following attendance requirements
   a. The student has completed instructional activities for no less than ninety (90%) of the time that services were provided in the distance learning format.
      i. "instructional activities" shall include instructional meetings with a teacher, completed assignments that are used to record a grade for a student that is factored into the student's grade for the semester during which the assignment is completed, testing and school-sanctioned field trips, and orientation. Instructional activities may include online logins to curriculum or

programs, offline activities, completed assignments, testing, face-to-face communications or meetings with school personnel via teleconference, videoconference, email, text, or phone,

b. The student is on pace for on-time completion of the course as required by the school district

c. The student has completed instructional activities within the time that services were provided in the distance learning format during the academic year; or

2. They have a medical condition that incapacitates the student and precludes them from participating in instruction in a traditional school setting and the student is able to progress in instruction via alternative education delivery methods approved by the local board of education.

Student Absences

For student safety, the parent/guardian is expected to notify the school as soon as possible, any time a student will be absent. All student absences are classified as either Excused or Unexcused. Both Excused and Unexcused absences are included in the maximum ten (10) absence days per semester except as noted below.

OKCPS will not require medical documentation to support personal or family illness that results in an excused absence. However, students will be required to make up any work that has been missed. Student absences due to a severe, chronic, or life-threatening physical or mental illness, injury, or trauma will be exempted from inclusion in the calculation of the chronic absenteeism indicator of the applicable school site so long as the determination of eligibility is made by the district's medical exemption review committee. The district's medical exemption review committee will be designated by the superintendent on an annual basis and shall report student absences that are medically exempt to the Oklahoma State Department of Education (OSDE) Office of Accountability.

Personnel

Employee Travel Restrictions:

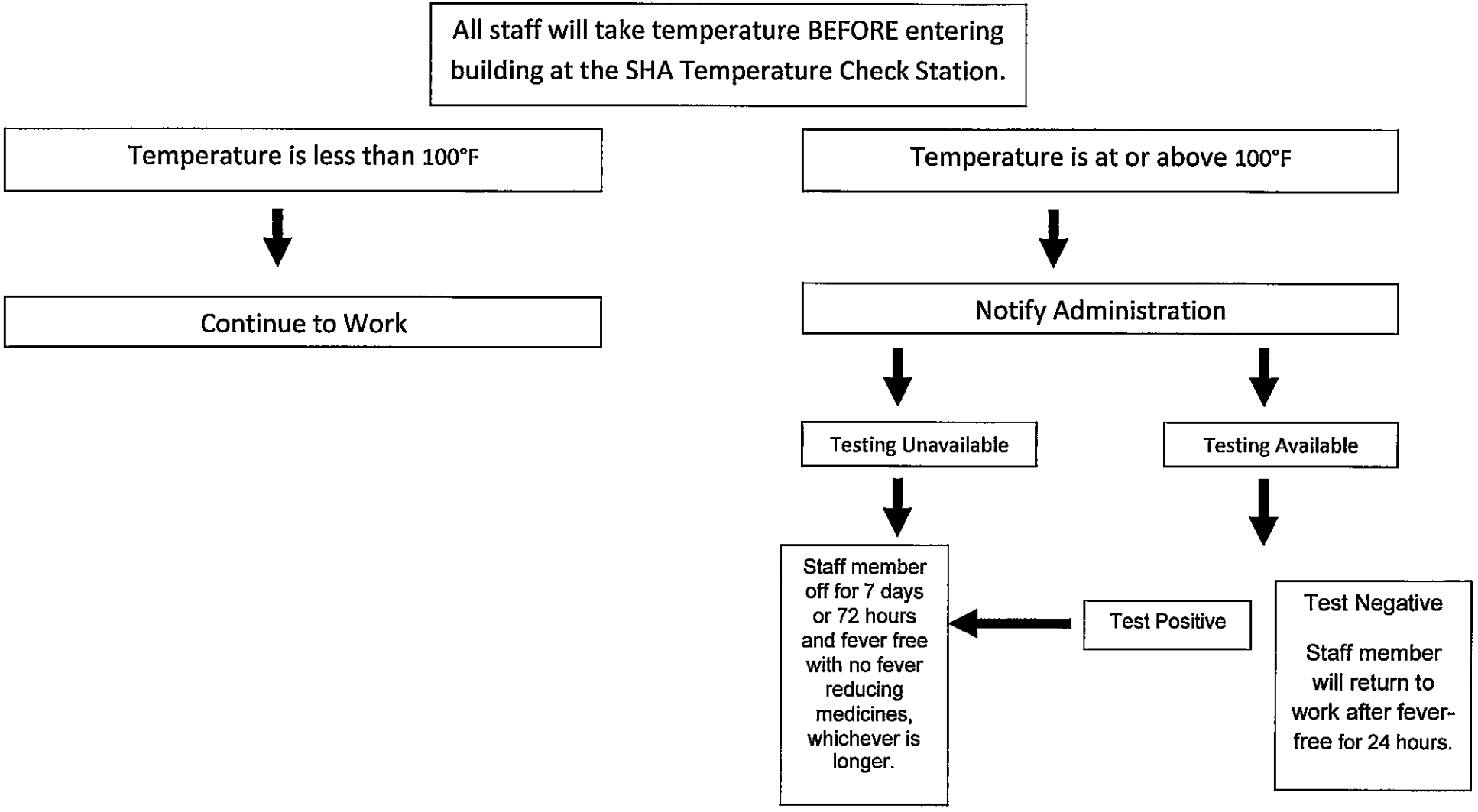
- Currently there are no travel restrictions on employees or students. We will continue to monitor the CDC recommendations and adjust as necessary.

Employee Sick Leave:

- Current practices for employee sick leave will remain in place. (Outlined in Staff Handbook)
- Employees may use sick leave time for required quarantine.

Stanley Hupfeld Staff Screening Protocol

All staff members will take temperature twice daily. The guidance below is specific to days caregivers are scheduled to work.



Stanley Hupfeld Staff Exposure Chart

Low Risk of Exposure

- Staff wearing mask
- Student wearing mask
- Less than 15 min. of exposure
- Greater than 6 feet of social distance

↓

Self Monitor

- No incident report is filed and staff returns to work and will self-monitor for symptoms. Temperature check conducted twice per day at SHA's temperature check station.

Moderate or High Risk Exposure

- Staff not wearing mask
- Student not wearing mask
- Greater than 15 min. of exposure
- Less than 6 feet of social distance

↓

Active Monitoring

- Administration is notified of exposure and completes incident report.

↙ ↓

Asymptomatic

If staff is asymptomatic they continue working and self-monitoring. Temperature check is conducted 3 times per day at SHA's temperature check.

Symptomatic

If staff is symptomatic (fever is 100°F degrees or greater) they complete COVID testing and isolate at home until fever free for 24 hours with no fever reducing medication. If COVID test is positive, staff isolates at home for 10 days from the onset of the symptoms and must be 24 hours fever free with no fever reducing medication.

↓

Do not return to work for a minimum of 10 days.

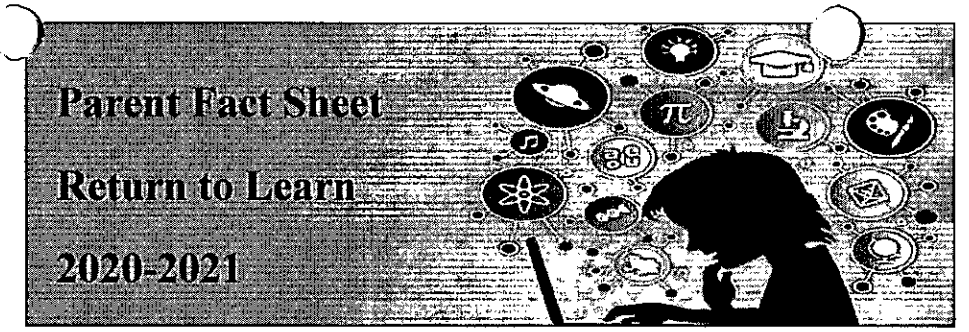
Staff Duties During School Closure/Distance Learning

- Staff will continue their assigned duties during distance learning while working remotely from home.
- Specialists and paraprofessionals will be utilized to serve the ELL and SPED populations and offer remediation support to assigned students.
- Teachers will be expected to conduct distance learning lessons, take attendance, assess and offer remediation support.
- Weekly Zoom meetings will be conducted for all staff.
- Grade Level Team Meetings will be conducted for grade level staff.
- Grades PreK-1st will utilize Class DoJo and the YouTube Channel as its primary platform for delivering instruction.
- Grades 2-5 will utilize Google Classroom and Class DoJo as its primary platform for delivering instruction.

UPDATED PLAN 9.24.2020

Stanley Hupfeld ACADEMY
AT WESTERN VILLAGE

1508 NW 106th St • Oklahoma City, OK 73114 • (405) 751-1774
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.



Your commitment and assistance during these unprecedented times is greatly appreciated. This plan was created with guidance from the Oklahoma State Department of Education and the Center for Disease Control and Prevention. SHA has taken a layered approach to preventing the spread of COVID-19.

Quick Facts for Parents/Families:

- Students will need 3-4 cloth masks that fit comfortably.
- A clean mask must be worn each day and taken home to be washed.
- Students will need a water bottle to take back and forth each day to school. There will be no access to water fountains at school.
- All Chromebooks will return to school with the students and remain there. Paper/Pencil homework will be assigned each week for the 3 days of distance learning.
- Students are not to bring a backpack to school each day.
- Water bottles should be cleaned and filled with water at home and returned to school each day.
- Temperature checks will occur as students are dropped off at school each day. Students that have a temperature of 100 degrees or above will not be allowed to come to school.
- You are required to pick up your child immediately if they are sick.
- Access to the school is limited to students and staff to ensure their safety and reduce risk of spreading illnesses.
- Please ensure that you download the **Class DoJo App** and stay connected with your child's teacher.
- ***Our School Story*** on **Class DoJo** will carry all announcements and updated information.
- Please ensure that you have an updated phone number on file with the school office and an emergency contact listed on your child's paperwork.
- Websites and Links to schedule your own free CVOID-19 Test.

Immy Labs **https://portal.immylabs.com/** Results in 2 Business Days or Less-Drive Thru testing done by nurses. Location and Times all over Oklahoma and Metro Area

CVS Pharmacy **https://cvshealth.com/covid-19/testing-locations-** Results within7 days, but usually return in two. Test done by you with assistance from pharmacist. Locations all over Oklahoma and Metro Area.

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FEDERAL PROGRAMS COMPLAINT POLICY

Complaint Procedures for Every Student Succeeds Act (ESSA)

Individuals filing complaints **must** include the following written information:

- The name of school or school employee alleged to have violated a specific federal requirement.
- The specific requirement you believe has been violated.
- The actions, facts, and documentation on which you base your complaint.
- Documentation of the efforts to resolve the complaint through the local parent complaint process.
- The resolution you expect.

Written complaints are accepted by mail, fax, e-mail, or in person. Stanley Hupfeld Academy at Western Village must be able to verify the complainant's name, phone number, and address in order to acknowledge receipt of the complaint. Stanley Hupfeld Academy at Western Village will not be able to appropriately respond to the complaint without contact information. Stanley Hupfeld Academy at Western Village requests a signature of the person filing the complaint. Send complaints to:

Stanley Hupfeld Academy at Western Village
Attn. Tobi Campbell
1508 NW 106th Street
Oklahoma City, OK 73114
or by calling (405) 751-1774

Complaint Resolution for ESSA

Stanley Hupfeld Academy at Western Village will respond to complaints about the requirements of ESSA within 60 days of receipt, unless an extension is needed because of extenuating circumstances. Complainants will be notified, in writing, if an extension will be needed and the reasons for the extension. The written resolution will include:

- A statement of the federal program requirements involved.
- A summary of the information, records, or data reviewed and considered.
- The findings of fact.
- The conclusions for each allegation, including the reasons for the conclusion.
- Any technical assistance, negotiation, or corrective action that must occur and when the action must occur.

The written resolution will be mailed to the complainant and a copy will be filed with the Office of Federal Programs and Office of Legal Counsel, Oklahoma State Department of Education.

Adopted/Amended: October 5, 2020

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AT WESTERN VILLAGE

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MILITARY RECRUITER ACCESS

Release of Student "Directory" Information
Stanley Hupfeld Academy at Western Village shall provide military recruiters. Institutions of Higher Education are entitled, upon request, to receive the name, address, and telephone listing of secondary school students served by Stanley Hupfeld Academy at Western Village. This will be provided unless the parent of such student (or a secondary school student who has reached 18 years of age) has submitted a written request to Stanley Hupfeld Academy at Western Village to opt out of such a disclosure.

School Access to Military Recruiters
In addition, Stanley Hupfeld Academy at Western Village is obligated to provide military recruiters with the same access to secondary school students as is provided generally to post-secondary educational institutions or to prospective employers of those students.

Adopted/Amended: October 5, 2020



• Our mission is to provide effective learning opportunities for all students. •

TRAVEL REIMBURSEMENT POLICY

If an employee is given prior written approval by the Director, or designee, to attend a conference, meeting or seminar as an official representative of Stanley Hupfeld Academy, the following may be reimbursable expenses: travel, meals, lodging and registration fees. An employee is considered to be on official travel when the trip has been approved by the Director or designee. Employees shall provide themselves with sufficient funds to cover travel expenses. There will be no advancement of Stanley Hupfeld Academy funds for travel expenses. Travel reimbursements shall be limited to allowance for lodging, transportation, registration fees, meals including gratuities, and other actual and necessary travel expenses incurred by a traveler in the performance of official duties. A non-employee may be reimbursed, as per policy, for the same expenses if they have been approved to perform duties in lieu of a School employee. Stanley Hupfeld Academy will not reimburse for alcoholic beverages.

Travel to and from the conference or convention shall be reimbursed in the amount of the actual commercial fare. Travel within the destination area shall be by the most economical means available and is reimbursable for Stanley Hupfeld Academy purposes only. If an employee desires, airline reservations may be made through a travel agency. It will be necessary for the employee to make all flight arrangements directly with the agency. Flight arrangements should be made at least twenty-one days in advance of the scheduled travel date. Only authorized travel tickets can be charged to Stanley Hupfeld Academy.

The employee must submit a requisition form to the Director or designee, who will prepare a purchase order which can be submitted at the time the employee obtains the ticket. If it is necessary to change travel plans resulting in a refund, the unused portion of the ticket must be submitted to Stanley Hupfeld Academy for credit to the school.

If an employee is approved to drive a personal car instead of using a public mode of transportation, reimbursement will be for coach fare or mileage from workplace to destination, whichever is the lower amount. A copy of the coach fare quote and mileage as determined by MapQuest, Google Maps or a comparable program should be attached to the request for expenses. Stanley Hupfeld Academy's rate of reimbursement shall be the same as the prevailing per-mile rate approved by the Internal Revenue Service.

Taxicabs, buses, limousines, use of personal vehicles, rental vehicles, parking fee, and turnpike fee tolls will be reimbursed when their use is required in the performance of official duties.

Every employee will use a Travel Reimbursement Request Form, which shall be prepared by the Director or designee, when requesting reimbursement for travel related expenses. This form must be submitted within ten (10) days following the trip. The agenda or conference brochure reflecting dates of the conference must be attached to the reimbursement form. The Travel Reimbursement Request Form must be prepared in detail including receipts for hotel/motel, turnpike fees, parking fees, registration, airline passenger ticket (last sheet of ticket used), airline fees, railroad ticket, bus ticket, and rental vehicle, which must be attached. Each category of expenses must be itemized separately.

The following is a summary of expenses allowable for approved travel:

1. Actual fare and fees for common carrier transportation.
2. Reimbursement for mileage at the prevailing per-mile rate approved by the Internal Revenue Service.
3. Meals that are connected to an over-night stay, which are a qualified business expense. Meals not involving an overnight stay may be reimbursed. Reimbursements will be actual costs or the per diem rate as allowed by the General Services Administration, whichever is less.
4. Single rate for hotel room; an employee may, based upon reservation confirmation, request advance payment payable to the hotel to cover the cost of their room. Upon return, the employee must provide receipts to substantiate the actual cost of the room. If the cost of the room is less than the advance, the difference must be reimbursed to Stanley Hupfeld Academy.
5. Registration expenses cannot include professional dues;
6. Expenses for travel to and from the airport plus travel expense to and from the convention building and hotel;
7. Dependent Care, if applicable;
8. Turnpike expense and parking fees; and
9. Expenses for dry-cleaning, non-business long distance telephone calls and alcoholic beverages are not reimbursable.

Adopted/Amended: October 5, 2020

Stanley Hupfeld Academy Homeless Student Policy

HOMELESS STUDENTS have the right to enroll in school immediately, even if lacking documentation normally required for enrollment; such as, previous school records, medical or immunization records, proof of residency, birth certificate, proof of guardianship, or other documents. This policy will:

- Keep children in their school of origin to the extent feasible, except when doing so is contrary to the wishes of parents/guardians.
- Ensure the right to attend school of origin extends for the entire duration of homelessness and that children who become housed during the academic year may continue their education in the school of origin for the remainder of the academic year.
- Immediately enroll unaccompanied youth.

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

The term "homeless children and youth" means individuals who lack a fixed, regular, and adequate nighttime residence; and includes:

1. children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;
2. children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
3. children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
4. migratory children who qualify as homeless for the purposes of this subtitle because the children are living in circumstances described

The administration shall attempt to remove existing barriers to school attendance by homeless children:

1. Enrollment requirements that may constitute a barrier to the education of the homeless child or youth may be waived at the discretion of administration or designee. If the district is unable to determine the student's grade level due to missing or incomplete records, the school shall administer tests or utilize other reasonable means to determine the appropriate grade level for the child.

2. Fees and charges that may present a barrier to the enrollment or transfer of a homeless child or youth may be waived at the discretion of the superintendent or designee.

3. Customary transportation policies and regulations may be waived at the discretion of the superintendent or designee.

4. Official school records policies and regulations may be waived at the discretion of the superintendent or designee.

5. The district shall make a reasonable effort to locate immunization records from information available or shall arrange for students to receive immunizations through health agencies and at district expense.

BIRTH CERTIFICATE [70 O.S. § 1-114 Section 15. Children - School Age.]

Parents/guardians of children new to the district must provide an official copy of the birth certificate for school files. Although an official birth certificate is preferred, in the absence of a birth certificate, the principal may accept other documentation that shows the child's name and date of birth such as:

- An attending physician's certificate
- Family medical bills (shows student's date of birth)
- Last year's attendance register or other official scholastic record
- Baptismal certificate
- Passport
- Life Insurance policy

The principal may also allow the parent/guardian a reasonable length of time to obtain proof of birth (parent contacts the department of health from the student's birth city). In such a case, the principal will be responsible for dismissing the student at the end of the grace period unless proof of birth is presented. If the principal denies enrollment due to the absence of proof of birth, the parent may appeal to the site director.

IMMUNIZATIONS [Criteria for immunizations required]

Students cannot be admitted or enrolled in any public school without the appropriate immunizations or paperwork required by state statute for parental objection to immunizations. The INTEGRIS SHA Clinic monitors and implements the immunization program according to State Law #1210-191 and school district policy.

Immunization requirements are updated annually in the Student/Parent Handbook. Per state requirements, the school will annually provide information about meningococcal meningitis in the handbook to our patrons.

RESIDENCY & GUARDIANSHIP [70 O.S. § 1-113 Section 14. Residence of Child – Attendance in Transportation Area] [Oklahoma Statute § 30-1-101 Guardians and Wards / Oklahoma Guardianship Act, 1988]

Residency of any child for school purposes shall be the school district in which the parent, guardian, or person having legal custody holds legal residence. Residence of a child may be a foster home, except a therapeutic foster home or specialized foster home where a child is in voluntary placement, where a child has been placed by the person or agency having legal custody of the child per court order, or by a state agency having legal custody of the child, or any orphanage or facility having full-time care and custody. Resident district may be where a child is entirely self-supporting, or resides in a state-licensed or operated emergency shelter. Although not required, SHA allows establishment of residency by affidavit. An adult, whether a relative or not, who does not fall within one of the categories listed above may file an affidavit affirming this adult: Holds legal residence in the school district, Has assumed permanent custody of the child, Contributes the major degree of support to the child States the reason(s) for assuming custody. The affidavit is valid for the current school year. If the custody arrangement continues, an affidavit is submitted annually to the school.

If the custody arrangement ceases to exist, the affidavit becomes null and void. Any person who willfully makes a statement in an affidavit which the person knows to be false shall, upon conviction, be guilty of a misdemeanor punishable by imprisonment in the county jail for not more than one (1) year or a fine of not more than Five Hundred Dollars ($500.00) or both such fine and imprisonment. Home inspections may be made by SHA Administrators or designee. Two (2) items verifying residence may include, but is not necessarily limited to, the following:

1. Proof of payment of local personal income tax or ad valorem taxes

2. Title to residential property in the district, or a valid unexpired lease agreement, or current receipts for payment of rent on a district residence in which the applicant actually resides

3. Proof of provisions of current utilities (gas, water, or electric bills)

4. A valid, unexpired motor vehicle operator's permit or motor vehicle registration

5. Maintenance of voter registration

6. Principal may accept other documents at their discretion. Enrollment will be completed when all necessary documentation has been provided to the school and verified by school personnel.

REFERENCE: 70 O.S. §1-113, §1-114, 70 O.S. §18-111 Oklahoma School Law [70 O.S. § 1-114 Section 15. Children – School Age] Oklahoma Immunization Regulations [310:535-1-2. Criteria for immunizations required]

Stanley Hupfeld Academy's staff works together to ensure a welcoming environment for students that are highly mobile or homeless. While no one person can meet all the needs of a student who is homeless, a caring and welcoming staff makes a world of difference to a student struggling with daily survival needs. School staff takes a team approach to identifying students who are homeless and highly mobile, working to meet their basic needs, and creating a welcoming environment for these students and their families. The SHA team consists of the homeless liaison, school administrator, school secretary, nurse, teacher, and the school counselor.

Below are the tasks team members undertake to identify the unmet needs of students who are highly mobile and homeless.

Homeless Liaison

- Ensure that homeless children and youth (including preschool children and unaccompanied youth) are identified and immediately enrolled in school by establishing a referral process with school staff and community agencies.
- Inform parents/students of their educational rights.
- Inform parents/students of transportation rights, including transportation to the school of origin.
- Guarantee that students receive free school meals, school supplies, and course fee waivers.
- Alert appropriate staff, in a confidential manner, of the student's living situation.
- Collaborate with community service providers, school personnel, and the state homeless coordinator to provide homeless children and youth education and related services.

Administrator/Principal

- Communicate to school staff the importance of providing a safe and helpful environment to students who are highly mobile and homeless.
- Extend yourself to the family/student by letting them know your school is a safe and caring place.
- Ensure transportation to allow students/parents to attend school events.
- Encourage parents to volunteer at school and participate in school events.

School Secretary/Enrollment Personnel

- Recognize specific signs a family/student may be homeless. Tactfully inquire about living situations.
- Enroll the student immediately and offer privacy and assistance in completing enrollment forms.
- Refer the family or unaccompanied youth to the school's homeless liaison to discuss the student's educational rights under the McKinney-Vento Homeless Education Act.

- Be sensitive and caring in your attitude and approach. You may be the first person the family or unaccompanied youth interacts with - you may make the difference in how the family and youth feel about their new school.

School Nurse

- Verify immunization records and check for other health issues.
- Identify students with mental/psychological concerns. Refer student to appropriate professionals.
- Follow-up with healthcare concerns.
- Refer the family or youth to community resources that provide health benefits such as dental care, Medicaid, physicals, Supplemental Security Insurances (SSI), Women-Infant-Children (WIC), and other community health programs.

Teacher

- Be familiar with the common characteristics of students who are homeless.
- Identify areas of academic strengths and limitations for students and communicate with parents about their child's school performance.
- Connect students and parents with tutoring, mentoring, and extended day programs if needed.
- Adjust assignments to allow homeless and highly mobile students to complete them at school.
- Keep school supplies, snacks, clothes and other basic necessities on hand for students who may need them. Find quiet ways to distribute these resources.
- Reinforce the positive aspects of the student's academic and social skills while strengthening areas in need of improvement.
- Provide extra encouragement and attention to students who are highly mobile and homeless.

School Counselor

- Introduce yourself to the student and family as an advocate for them.
- Monitor academic progress, offer support services, and assure students access to all programs and extracurricular activities.
- Offer support for the social/emotional (safety, security, and belonging) needs of students.
- Refer the family/student to community agencies for psychological/mental health support if required.
- Check-in frequently with highly mobile and homeless students to gauge their adjustment to their new surroundings.
- Assist families in identifying community services and resources.
- Consult with teachers, administrators, and parents about academic performance and behavior.
- Participate in crisis intervention teams for referrals, e.g., abuse, neglect, and suicide risk.

- Coordinate with the court, child welfare, and juvenile justice systems, as appropriate, to support highly mobile and homeless student's success in school.

Team Members meet regularly to discuss and problem solve the academic, social, and emotional progress of students who are highly mobile and homeless. Team members also discuss activities to increase parental involvement, ways to build community partnerships, and other ideas to increase student and family stability.

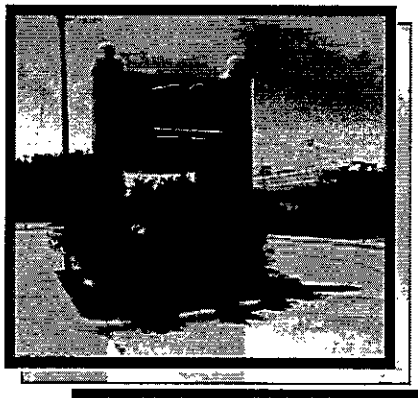
Stanley Hupfeld Academy students who meet the definition of homelessness according to Title X, McKinney-Vento, may be afforded these services by utilizing the Title I homeless set-aside funds and/or McKinney-Vento funds.

- Services to attract, engage and retain homeless children in school
- Early childhood programs for homeless preschool age children
- Referrals for medical, dental, mental and other health services
- Services to enable students to enroll in and succeed in school
- Fees and costs associated with tracking and obtaining records
- Violence prevention counseling
- Domestic violence counseling
- Parent education for parents of homeless students
- Homeless awareness activities
- Transportation costs
- Testing fees
- Evaluations
- Before/After school programs
- School Supplies
- Clothing
- Homework assistance
- Mentoring
- Tutoring
- Supplemental instruction
- Enrichment activities
- Supplies for special projects
  (i.e.: art, home economics, science)

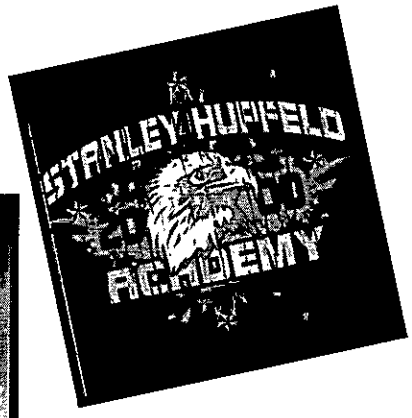
Stanley Hupfeld ACADEMY AT WESTERN VILLAGE

1508 NW 106th St • Oklahoma City, OK 73114 • (405) 751-1774

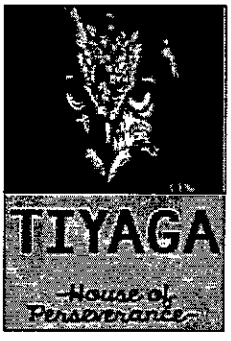
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

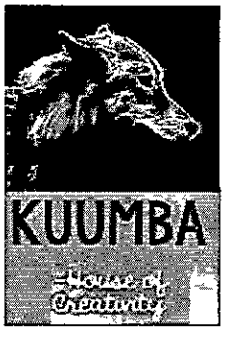




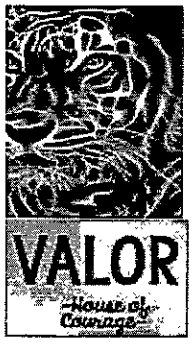


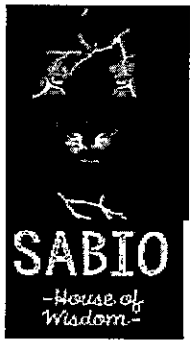












Stanley Hupfeld Academy At Western Village

1508 N.W. 106, OKC 73114

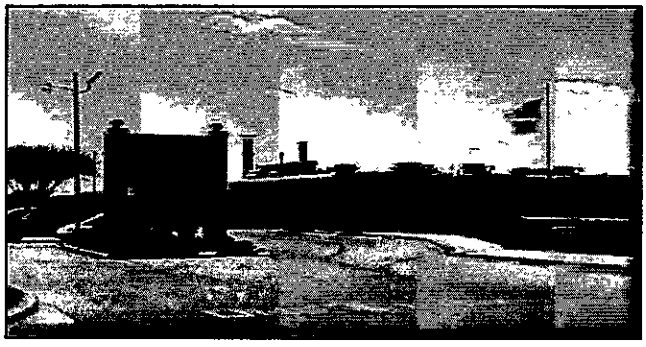
405.751.1774

http://www.wvacademy.com/

Ms. Tobi Campbell, Director

Ms. Ruthie Rayner, Principal





Grades Served: PK-5
Charter Inception: 2000-01

BUILDING INFORMATION

Year Built	1963
Additions	1966
Square Footage	49,970
Acres in Site	7.38
Board District Location	1
US Congressional District	5
State Senate District	48
State House District	99
County Commissioner District	3
City Council Ward	Village 3

School named for residential area of city

School Mascot: Eagle

STUDENT INFORMATION

First Quarter Enrollment	331	Attending on Transfer*	2%
Peak Enrollment (10/01/2019)	331	Mobility Rate	26%
Total Served	331	Turnover Rate	30%
American Indian	2%	Truancy Rate	3%
Asian	1%	Economically Disadvantaged	98%
Black	68%	English Language Learners	14%
Hawaiian/Pacific Islander	0%	Homeless	0%
Hispanic	17%	Special Education	18%
White	6%	Gifted and Talented	10%
Multi	6%	In-School Suspensions	0
Females	49%	Out-of-School Suspensions	43
Males	51%	Recommended for Retention	10%
Avg Daily Attendance	317		
Avg Daily Membership	328		
Attendance Rate	96.7%		
Avg Number Days Enrolled	172	*Neighborhood Charter	

STAFF INFORMATION

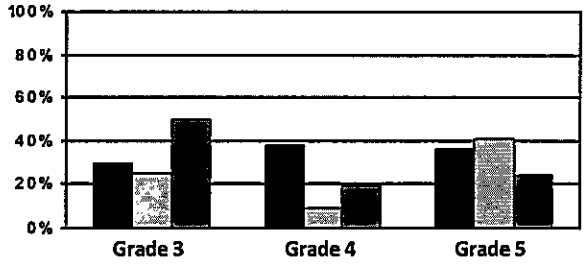
Number of Certified Staff	19
Percent Minority	36%
Attendance Rate	97%
Avg Length of Service (Yrs)	11
Masters Degree or Above	12%
Avg Class Size	22
National Board Certification	1

ADDITIONAL INFORMATION

Library Materials	$5,805
Open House Attendance	98%
Meet the Teacher	100%
Parent-Teacher Conf Day	100%
Mentors	270

OKLAHOMA SCHOOL TESTING PROGRAM, 2019

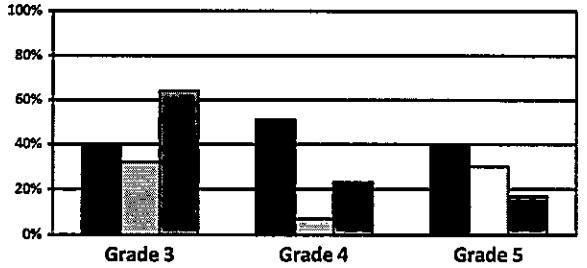
READING



	Grade 3	Grade 4	Grade 5
2017	30%	38%	36%
2018	25%	9%	41%
2019	50%	19%	24%

% Scoring satisfactory or advanced

MATH



	Grade 3	Grade 4	Grade 5
2017	39%	51%	40%
2018	32%	7%	30%
2019	64%	23%	17%

% Scoring satisfactory or advanced

Stanley Hupfeld Academy @ Western Village
Annual Goals 2020-2021

- **To focus on reading and mathematics curriculum and instructional strategies in a way that increases overall levels of student achievement resulting in upward movements of performance, so that 90% or more of all students in grades 3-5 score at or above standard (satisfactory or advanced levels) on the OCCT Math and Reading assessments.**

- **To design instructional programs, assessments, and interventions that focus on reading and math results, so that 100% of students at each grade level meet or exceed reading & math benchmarks as measured by performance on local assessments.**
  (Focus on lowest performing subgroups including IEP students, Economically Disadvantaged and ELL students.)

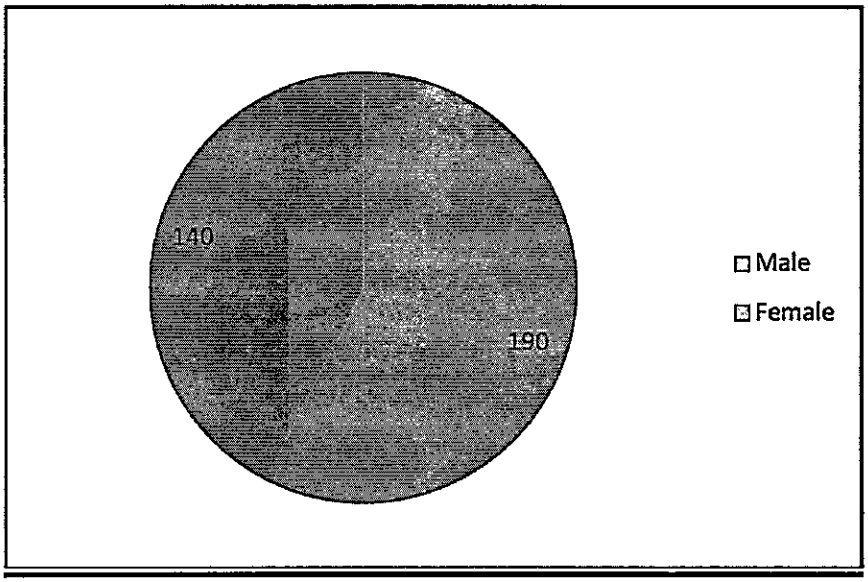
- **Increase students' scientific knowledge by 10% by providing Science, Technology, Engineering and Mathematics (STEM) education that is aligned with the state standards.**

- **Increase parental participation 10% by providing consistent, positive and encouraging activities and communication for the parents and families of SHA@WV students so that student achievement is improved in all areas by the end of the 2020-2021 school year.**

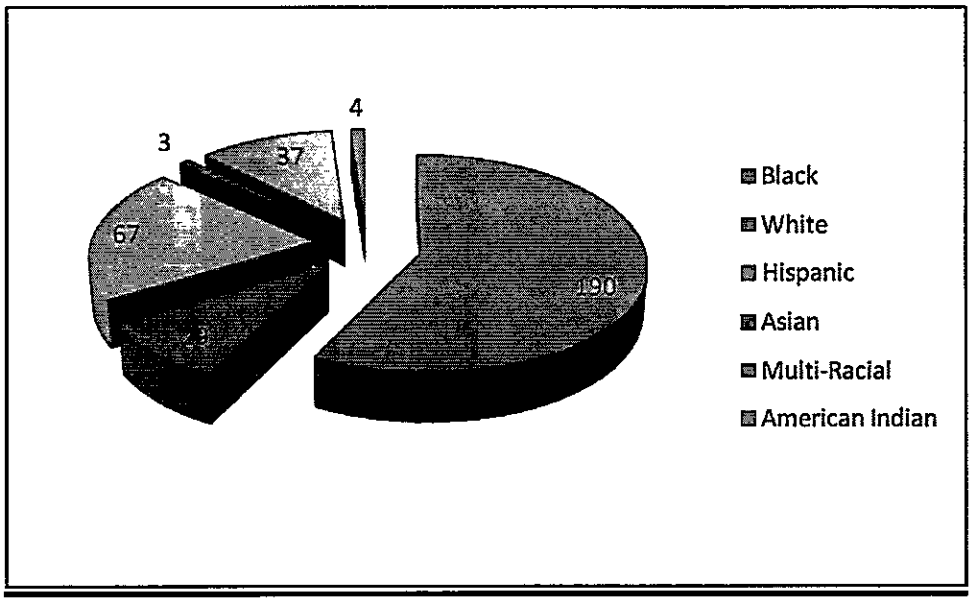
- **Increase school attendance 1% and minimize tardies 10% by providing consistent, positive and encouraging activities, incentives and communication for the parents and families of SHA@WV students so that student achievement is improved in all areas by the end of the 2020-2021 school year.**

General Population Report 2020-2021

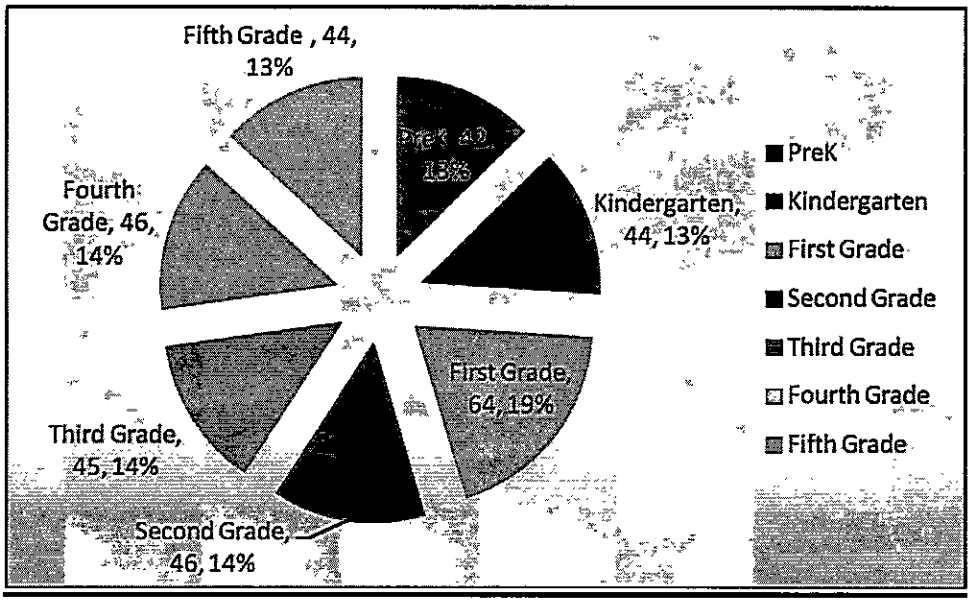
Student Gender Graph

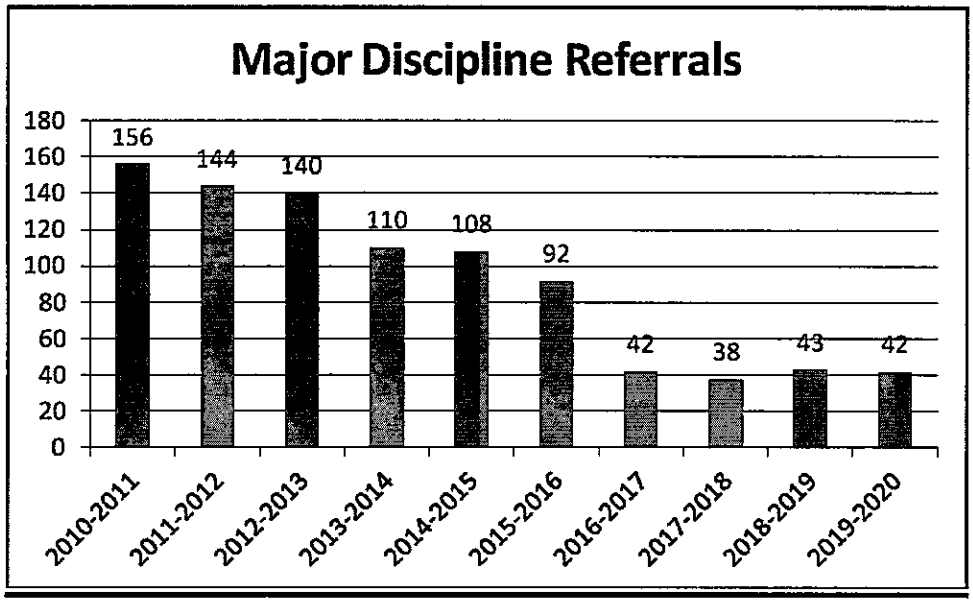


2020 Student Ethnicity Graph



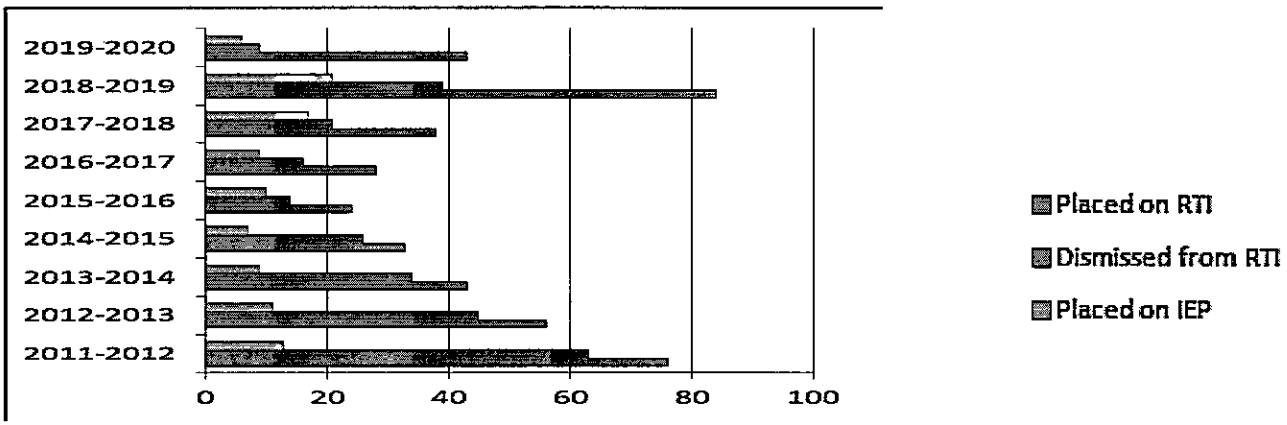
Graph by Grade Level





Positive Behavior Intervention Supports (PBIS) was implemented during the 2011-2012 school year. This approach is proactive in nature and focuses on positive student behavior. At the end of the 2011-12 school year the in-house suspension room was removed and student discipline continues to decline. Major discipline referrals include incidents of student aggression, theft and extreme defiance. Action Based Learning Lab was utilized during the 2016-17 school year and had a significant impact on student discipline.

Response to Intervention



Response to Intervention (RtI) is a systematic method approved by the State Department of Education which identifies students who fall below the 16th percentile based upon a nationally normed screener in reading and math. Students who qualify in this area receive intense daily interventions in the specific subject area. The graph indicates the number of students who were identified through this process, advanced out of the RtI process, or qualified for more intense supports by qualifying for an Individualized Education Plan (IEP). Response to Intervention was initially implemented during the 2011-2012 school year. Each year the number of students has reduced in each category which indicates successful curriculum changes and school wide interventions are in place.

Economically Disadvantaged Students

Year	Number	Percent of Student Population
2009-2010	284	86%
2010-2011	237	74.8%
2011-2012	264	88%
2012-2013	280	93%
2013-2014	289	88%
2014-2015	300	90%
2015-2016	290	88%
2016-2017	331	100% CEP *
2017-2018	331	100% CEP
2018-2019	333	100% CEP
2019-2020	331	100% CEP
2020-2021	330	100% CEP

*2016-2017 = First Year for Community Eligibility Program based on 93% Free & Reduced Meal Status Audit 2020-2021= CEP Renewal Year/ Renewal Completed & Approved

Student Sub-Group Data

Identified Sub-Groups	2019-2020	2020-2021
Identified Enrichment Students (Nat2 Assessment or Other Academic Measures)	34	33
Bi-Lingual English Language Learners (Access/ WIDA Tested)	55	63
Special Education Students Receiving Services (Speech/ Learning Disabilities/ Intellectual Deficit/ IEP)	37	43

Oklahoma State Testing Program 2020

The state of Oklahoma applied for and received a State Testing Program Waiver from the U.S. Department of Education in response to the COVID-19 Pandemic. There was no spring testing for the 2019-2020 school year. Due to the pandemic, all schools in Oklahoma were ordered to move to distance learning effective March 27, 2020 for the remainder of the school year.

School Improvement Plan - Critical Components

- SHA is conducting virtual learning for the first nine weeks of the 2020-2021 school year. We will continue to monitor the COVID pandemic and seek guidance from local health authorities as we re-evaluate our return to the classroom.
- SHA added a full-time school Counselor in the 2019-2020 school year. The counselor will be targeting attendance issues and providing resources for families in addition to providing one-on-one support and classroom lessons. Home visits and family support will continue throughout the pandemic.
- SHA Counselor, Heather Meldrum has been trained as our site Homeless Liaison.
- SHA Counselor, Heather Meldrum has implemented a Social Emotional Learning (SEL) Curriculum for the 2020-2021 school year.
- BIG IDEAS MATH program has been implemented to align with the new Oklahoma Academic Standards (OAS). Additional math professional development has been provided for all staff. The new curriculum has an interactive online component that is being utilized for distance learning.
- Assessments and targeted lessons are being monitored for student progress through the Study Island program.
- STAR Reading Assessments and DIBELS assessments are utilized each quarter to monitor reading growth.
- Small group Zoom sessions and individual Zoom sessions as well as picnic table support are being offered to our students during distance learning. Targeted lessons are offered through guided NearPod or Class Kick lessons. These are videoed lessons targeting the standards.
- Gap analysis has occurred to ensure that all standards are addressed and ample opportunity for students to reach mastery of the math and reading standards.
- Study Island Benchmarks and leveled lessons will occur in grades 2nd-5th targeting specific reading goals.
- Application and implementation of professional development opportunities will be targeted to higher order thinking/learning skills.
    - Distance Learning Professional Development
    - Big Ideas Math Curriculum Training (On-going Throughout Year)
    - Curriculum Mapping
    - Reading Coach Observations & Feedback
    - Imbedded Professional Development based upon OAS standards

- Individual class data will be utilized to guide instruction and discussed during bi-monthly TEAM meetings. (DIBELS, STAR, Study Island benchmarks, OCCT State Tests, etc.)
- Immediate feedback of student progress to develop self-awareness and ownership of their own learning (Ex. Teachers will conference with students immediately following benchmarks).
- Ensure that all teachers are utilizing the reading & math series with 100% fidelity by conducting administrative walk-throughs.
    - Student Engagement
    - Objective Posted/Apparent
    - Type of Activity/Instruction
    - Rigor Rate (Bloom's Level)
    - Instructional Practice – High Yield Strategies
    - Follow Up Constructive Feedback to Teachers in a Timely Manner
- Staff and administration will monitor and support student behavior so that the learning environment is safe and calm so that quality instruction can occur and student learning is ensured. New Virtual Learning expectations are being enforced during Distance Learning.
- New Certified Staff will be supported with on-going trainings which will include: Classroom Management, Guided Reading, Balanced Literacy Approach, Literacy Centers, OKA+ trainings, and other trainings based on needs.
- Provide time and opportunities for teachers to collaborate by building into the schedule time for common planning, vertical & team meetings.
- Ongoing collection of student data through student data-summary sheets will be used to drive instructional decisions. (Ex. Flexible Grouping, Tutoring, Interventions, Progress Monitoring and Additional Time & Support)
- RtI Interventions target students who score below the 16th percentile nationally. Students receive daily math, reading or writing interventions. Individual student progress is graphed to record learning process.
- Students who are below reading level are identified on the state's Reading Sufficiency plan. In addition, feedback coaching and professional development opportunities are provided, by the reading coach, to staff based on the Balanced Literacy approach.
- School wide interventions will occur four times per week which will include scientific-based strategies for reading and math fluency. The components are:
    - Repeated Practice (Math Skills)
    - Repeated Reading (Fluency)
    - Student Graphing of Progress

- Continual professional development is being implemented through team meetings. These meetings occur every week with a focus on analyzing student data, implementing scientifically based interventions and teaching strategies.
- Through the implementation of PBIS (Positive Behavior Intervention Supports) our expectations for behaviors are clearly defined. We are focusing on positive behaviors by "catching" students who are doing the right thing. Office discipline referrals and "recovery model" have been adopted.
- The HOUSE program supports PBIS and will allow all students a place to be celebrated and receive targeted character lessons. Student HOUSE Meetings will occur bi-monthly.
- Mentors are utilized to build relationships and reinforce the importance of academics. Our mentoring program will match continuing mentors with students so that they can communicate through e-mail during the pandemic.
- Utilize the writing process in all grade levels and across the curriculum so that students are exposed to writing for a variety of purposes including persuading, entertaining and informing.

Reading Sufficiency Report, Fall 2020

Analysis of Students Placed on Reading Sufficiency Plans

Year	Grade Level	Number of Students Assessed	Identified as "Well Below Benchmark" on the DIBELS NEXT Assessment (at risk)	Percentage of Students "Well Below Benchmark"
2019-2020	Kindergarten	45	23	51%
2020-2021	Kindergarten	45	19	42%
2019-2020	Grade 1	66	36	54%
2020-2021	Grade 1	62	31	50%
2019-2020	Grade 2	47	18	38%
2020-2021	Grade 2	47	34	72%
2019-2020	Grade 3	46	22	48%
2020-2021	Grade 3	46	21	45%

Grades K-3 STAR Reading Assessment - Fall 2020 *Intensive Support excludes students with IEP per state formula.

Reading Sufficiency Interventions

The following interventions are planned for implementation in SY 2020-2021 to reach the 100% reading goal at each grade level:

Kindergarten

- Encourage parent/child reading at home.
- Utilize & send home decodable readers.
- Provide additional small group instruction with teacher.
- Provide "at-home" homework that targets weak skills & readers.
- Utilize tutors, tutoring, paraprofessionals, reading coach & push-in specialist support, etc.
- Continue to monitor and chart progression of reading skills through assessments.
- Utilize specialists as a "push-in" for additional small group instruction, or one-on–one intervention.
- Utilize Guided Reading with 100% fidelity. Monitoring will occur with Reading Coach and administrative Walk-Throughs.

Grade 1

- Encourage parents to utilize the support services available
- Additional teacher time for students who are below level in reading.
- Provide "at-home" homework that targets weak skills & "at-home" readers.
- Targeted first grade students will be invited to "Eagle Elite" after school tutoring sessions.
- Provide additional reading instruction, during the school day, through strategic tutoring.
- Continue with periodic assessments to determine progress and to provide data for instructional decisions. (STAR, DRA & DIBELS)
- Expand "Reading Sufficiency Plans" for students identified through DIBELS assessments and give suggestions/materials to parents at parent-teacher conference.

- Provide at-home read and respond forms for parent participation.
- Utilize common reading assessments.
- Utilize specialists as a "push-in" for additional small group instruction, or one-on–one intervention.
- Utilize Guided Reading with 100% fidelity. Monitoring will occur with Reading Coach and administrative Walk-Throughs.

Grade 2

- Expand "Reading Sufficiency Plans" for students identified through DIBELS assessment and give suggestions/materials to parents at parent-teacher conference.
- Additional teacher time for students who are below level in reading.
- Tutors will target "at-risk" students for small group instruction, in addition to reading instruction in the classroom.
- Provide at-home read and respond forms for parent participation.
- Continue monitoring progress through assessments to determine progress. (STAR, DIBELS, Running Records, DRA)
- Utilize fluency tests to improve students' reading.
- Utilize Study Island program to target specific skills.
- Provide support during After School Tutoring Program.
- Utilize tutors: Parent Tutors, Mentors, Church and University Volunteers.
- Utilize common reading assessments.
- Utilize Guided Reading with 100% fidelity. Monitoring will occur with Reading Coach and administrative Walk-Throughs.

Grade 3

- Use leveled books with the reading series for individual and small group instruction.
- Additional teacher time for students who are below level in reading.
- Expand "Reading Sufficiency Plans" for students identified through DIBELS & STAR assessments and give suggestions/materials to parents at parent-teacher conference.
- Utilize teacher time center or small group instruction to target "at risk" students.
- Utilize fluency tests to improve students' reading.
- Encourage parent support for daily reading homework.
- Continue to determine progress through assessments and provide data for instructional decisions. (STAR, Basal Benchmarks, Section Selection Tests, Running Records, WTW, Fluency, DRA, etc.)
- Pilot common formative assessments that can be utilized for data desegregation on specific skills.
- Utilize Study Island to target specific skills.
- Provide support during After School Tutoring Program.
- Utilize Study Island benchmark tests and software for diagnostic assessments.
- Utilize Guided Reading with 100% fidelity. Monitoring will occur with Reading Coach and administrative Walk-Throughs.

School Wide Interventions

- The Principal's Reading Challenges will provide the opportunity for all students to read various genres.
- Reading Coach is utilized to tutor "at risk" readers and utilize the Leveled Literacy Intervention Program and provide feedback coaching to the classroom teacher.
- Utilize Guided Reading with 100% fidelity. Monitoring will occur with Reading Coach and administrative Walk-Throughs.
- Leveled Literacy Intervention (LLI) program is utilized for students who are identified as RtI or Reading Sufficiency students.

9-1-2020

Good News

from Stanley Hupfeld Academy @ Western Village

- The **Michael Len Spencer (MLS) Foundation** contributed 90 backpacks and supplies to the Stanley Hupfeld Academy students. These were distributed with our learning pack distribution at the beginning of Distance Learning in August.
- **Mary Pinzon R.N.** with INTEGRIS created 40 PreK size masks that will be used when our learners return to traditional class.
- **Donor's Choose Grants** have been received by several staff members. These grants have provided classroom materials, alternative seating and art supplies. Special thanks go out to all staff members who have written these grants!
- **Crossings Community Church** and the **INTEGRIS iCrew** conducted several garden and grounds work days during the month of September. These willing volunteers put together small groups of targeted projects to assist with grounds work including tree trimming, edging and mowing.
- **Crossings Mentor, Mary Spies,** created 330 hand-sewn masks in the SHA school colors for our students to use when they return to the classroom.
- SHA first and second grade teachers received a grant through **OKA+ Network and Boeing**. This grant provided hands-on science lessons, video instruction used during distance learning, and materials for the classroom teacher. Thank you OKA+ for including SHA in this grant.
- **SHA Teachers & Staff** created 330 learning packets that were distributed as we began distance learning. Our packets not only included workbooks and school work, they also contained at-home-readers, art materials and journals.
- Additional Chromebooks were purchased with the generous donation from the **Chad Richison Foundation.** During distance learning we have checked out 234 Chomebooks to assist with learning at home. In addition, our counselor **Heather Meldrum** has assisted 12 families as they signed up for Cox Connects WiFi.
- **OKCPS Child Nutrition** continued to feed the students in the SHA parking lot with mobile meals throughout the spring and summer. We have now transitioned back to our own staff providing hot meals to our students each day at no cost to the families.
- **SHA staff and administration** has provided "Picnic Table Assistance" each day of distance learning. This includes free internet service, certified teacher assistance and parent support as they navigate the challenges of distance learning. The average daily assistance is 14 students.
- Communication through the **Class DoJo App** has enabled our parents and staff to stay connected throughout distance learning. In addition, we are able to share successes and celebrate our students' success.
- The **SHA Track funded by INTEGRIS** continues to be a hub for the neighborhood. Students and community members utilize the track to keep physically fit during this time of social distancing.

Stanley Hupfeld Academy @ Western Village
2020-2021 Advisory Board
REVISED 9/01/20

NAME AND POSITION	COMPANY	ADDRESS	PHONE #	FAX	E-MAIL	VOTING MEMBERS
ADCOX, CHRISTINA Director	Interim Executive Director INTEGRIS Foundation	3030 NW Expy, Ste. 1600 Oklahoma City, OK 73112	951-5047		Christina.Adcox@Integrisok.com	YES
CAMPBELL, TOBI Director	Director, INTEGRIS Community Benefit & Stanley Hupfeld Academy	INTEGRIS 3030 NW Expy, Ste. 1620 Oklahoma City, OK 73112	550-3762	951-8808	tobi.campbell@integrisok.com	YES
CASSELL, KEITH Director	Head of Upper School Heritage Hall	1800 NW 122nd Oklahoma City, OK 73120	936-3142 417-3881 C	749-3014	kcassell@heritagehall.com	YES
HARMON, ERIC Director		4600 NE 90th St OKC, OK 73131	810-5893 H 210-268-8628 C		P4Principles@gmail.com	YES
HATCH, MIKE Chairman	SVP, Chief Strategy Officer INTEGRIS	3366 NW Expy, Ste. 800 Oklahoma City, OK 73112 Brenda Frick - Admin. Asst.			Mike.Hatch@Integrisok.com	YES
HUPFELD, STAN Ex-Officio Director	INTEGRIS Foundation	3030 NW Expy, Ste. 1600 Oklahoma City, OK 73112 110.7470 Suzan Whaley – Admin. Asst.	951-5098		Stanley.hupfeld@integrisok.com Suzan.whaley@yahoo.com	YES
JACKSON, DAVID Director	Executive Director, OK Secondary Schools Activities Association (OSSAA)	17013 Prestwick Circle Edmond, OK 73012 – HOME 7300 N Broadway Ext. OKC, OK 73116 – WORK	973-5901 C 840-1116 W		djackson@ossaa.com	YES
LAWSON, KEN Director		2901 Brush Creek Road Oklahoma City, OK 73120	441-0004		Lawson127@att.net	YES
MELDRUM, HEATHER Counselor	Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114	751-1774		Heather.Meldrum@wvacademy.com	NO
MILLINGTON, PAM Director	Retired Pastor, Missions/Outreach Crossings	1608 Tall Trees Way OKC, OK 73131	755-2227 302-1267		pmillington06@gmail.com	YES
PEOPLES, CHARLES Director		1417 N.W. 104th Terr. Oklahoma City, OK 73114	755-2497 875-5786 C		charlespeoples@hotmail.com	YES
RAYNER, RUTHIE Secretary	Principal Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114 Christy Savage, Admin. Asst.	751-1774 550-9837 C		Ruthie.Rayner@wvacademy.com	NO
SCOTT, KIMBERLY Treasurer	Admin. Director, Corp. Treasury INTEGRIS Financial Reporting	3500 NW Independence Ave, Ste.130, OKC, OK 73112 001.7036	951-2705		Kimberly.Scott@integrisok.com	NO

VERA, JOHN Legal Counsel Director	INTEGRIS Legal	3366 NW Expy., Bldg. D, Ste. 800 Oklahoma City, OK 73112 001.7367			John.Vera@integrisok.com	YES
WADE, ROSALYNN Director	Program Director Oklahoma A+ Schools	Campus Box 97 100 N University Drive Edmond, OK 73034	974-3777 602-4040		RWade@uco.edu	YES

Notices: Carolynn Caudill – Oklahoma County Clerk 320 Robert S. Kerr Ave. Room 105, OKC, OK 73102

Campbell, Tobi L.

Subject: FW: NAEP Assessments- SHA
Attachments: 2021_Facts_for_Districts.pdf

Hupfeld/W Village (Charter) has been selected to participate in the 2021 administration of NAEP, which is scheduled to take place between January 25 and March 19. This assessment window has been extended by two weeks to accommodate a variety of school schedules due to COVID-19.

This assessment is a National Assessment that is given across the nation to students in 4th and 8th grade. Math and Reading will be assessed in 4th grade this year at SHA. These assessments will be in addition to the state mandated assessments.

More information in the attached flyer.

R

Ruthie Rayner
Principal



Stanley Hupfeld ACADEMY
AT WESTERN VILLAGE

1508 NW 106th St • Oklahoma City, OK 73114 • (405) 751-1774
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

NAEP
NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS

COVID-19 Protocols

The coronavirus (COVID-19) pandemic continues to pose significant challenges for state agencies, districts, and schools, while also affecting us all personally. NAEP representatives' top priority is to protect the health and safety of students and school staff.

Our COVID-19 mitigation protocol has been developed using CDC guidelines with the input of health professionals. These protocols are intended to be flexible to adapt to the changing landscape presented by COVID-19. NAEP representatives will work with districts and schools to ensure that their COVID-19 protocols are also followed.

Provided Personal Protective Equipment (PPE)

NAEP will provide field staff with PPE:



Disposable Masks



Face Shields



Disposable Gloves



Hand Sanitizer



Sanitizing Wipes & Spray

To the extent federal, state, or local agencies recommend the use of additional PPE, NAEP will ensure that field staff are provided with the same.

Sanitizing and PPE Protocols

Multiple times during the assessment day, field staff will follow protocols to:



sanitize testing equipment and equipment cases



replace gloves and masks between assessment sessions

All used PPE will be discarded in NAEP-supplied trash bags and removed from the school by field staff.

Field Staff COVID-19 Protocol Training

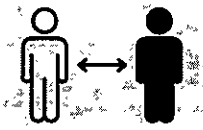
All field staff will be trained on COVID-19 protocols, including the following:



Donning and removal of PPE



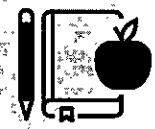
Proper disposal of used PPE



Social distancing requirements



Sanitizing equipment and equipment cases



Other school protocols

Health Monitoring and Testing Protocols

Health monitoring and testing protocols will include the following:



Field staff will be tested for COVID-19 before assessments begin on **January 25, 2021** and regularly throughout the field period assuming commercial availability nationwide.

Field staff will be expected to perform a COVID-19 Daily Checklist of their health and symptoms before reporting for work at a school. Any field staff who do not successfully pass the daily health assessment will not report to school that day, and will be required to either:

1. **Test negative for COVID-19 in accordance with CDC guidelines.**
2. **Be free of COVID-19 symptoms for a 14-day period before conducting any assessments in school.**
3. **Provide written documentation from their healthcare provider releasing their return to work.**

Before entering school buildings, field staff will take their temperature using a non-contact thermometer, and acknowledge that they are symptom-free.

School Protocols

Field staff will follow any and all school-specific required COVID-19 protocols, which may include but not limited to the following:

1. **Temperature checks and other symptom assessments by the school upon arrival at the school**
2. **Additional school-required PPE**
3. **Social distancing guidelines of staff and students**
4. **Additional sanitizing requirements**

Oklahoma City
PUBLIC SCHOOLS

October 1, 2020

Intent to Renew

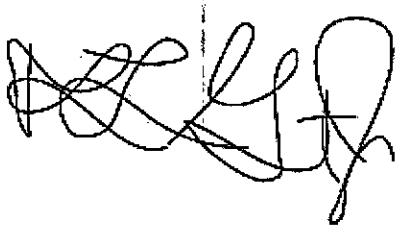
Stanley Hupfeld at Western Village Academy,

This letter will serve as official notice that Oklahoma City Public Schools plans to renew your contract to operate Stanley Hupfeld at Western Village Academy for a 5-year term. The term will begin July 1, 2021, and will end June 30, 2026.

I will be in communication with you soon to discuss next steps.

I look forward to our continued partnership.

Sincerely,



Ronald Grant
Director of School Programming
rlgrant@okcps.org
(405) 465-9262

Campbell, Tobi L.

From: Rebecca Logan <Rebecca.Logan@sde.ok.gov>
Sent: Tuesday, September 29, 2020 2:18 PM
To: Campbell, Tobi L.
Cc: ruthie.rayner@wvacademy.com
Subject: Hupfeld/W Village (Charter) Seleted for NAEP 2021
Attachments: 2021_Facts_for_Districts.pdf; NAEP_COVID19_Protocols_Final.pdf; District Listing Attachments 26.pdf

EXTERNAL EMAIL – Use caution with any links and file attachments -- INTEGRIS Information Security

September 28, 2020

Dear Superintendent Campbell,

The coronavirus (COVID-19) pandemic continues to pose significant challenges for state agencies, districts and schools, while also affecting us each of personally. The National Center for Education Statistics (NCES) recognizes these challenges and the flexible approaches needed to administer the National Assessment of Educational Progress (NAEP) in 2021. Currently, a school in Hupfeld/W Village (Charter) has been selected to participate in the 2021 administration of NAEP, which is scheduled to take place between January 25 and March 19. This assessment window has been extended by two weeks to accommodate a variety of school schedules due to COVID-19.

NAEP provides a common checkpoint for states to measure student progress and is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by NCES within the U.S. Department of Education. Selected schools in your district represent schools across Oklahoma and the nation, and their participation provides an accurate snapshot of student performance. NAEP will administer mathematics and reading assessments to students in grades 4 and 8. National and state-level results will be released as The Nation's Report Card.

In addition to subject-area questions, students complete NAEP survey questions, which provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. NCES is exploring the possibility of an online survey questionnaire for students participating in distance learning, and will work closely with schools to administer the questionnaire to remote students.

Hupfeld/W Village (Charter) Public Schools will play an important role by participating, and as the situation with COVID-19 continues to evolve NAEP will continue to adapt to new processes and procedures. As in previous years, NAEP representatives will provide significant support to schools by administering the assessment and bringing all necessary materials and equipment, including sanitized tablets on which students will take the assessment. NAEP representatives' top priority is to protect the health and safety of students and school staff. For more information about updated NAEP administration plans and COVID-19 protocols, please visit our web page at https://nces.ed.gov/nationsreportcard/about/covid19.aspx and see the enclosed document.

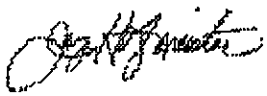
Selected schools will be notified soon so that principals can place the assessment window on their calendars and incorporate NAEP into the planned school program. Additional schools within your district may also be

selected at a later date; your NAEP State Coordinator will contact you if so. Beginning next month, each school will receive instructions on how to schedule an assessment date.

Please include the NAEP assessment window (January 25 to March 19, 2021) on your district testing calendar. Information about NAEP can be found in the enclosures listed below and at http://nces.ed.gov/nationsreportcard. Rebecca Logan, our NAEP State Coordinator, will contact your staff with additional information.

Thank you in advance for supporting this important assessment and for helping us measure the educational progress of our nation's students at this critical time.

Sincerely,



Joy Hofmeister
State Superintendent of Public Instruction

Enclosures: Site/s Selected
Facts for Districts
NAEP COVID-19 Protocols

CC: District Testing Director

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of $250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

District Schools Se[illegible]ed for NAEP 2021

District Name	School Name	Sampled Grade	Assessment Subjects
Hupfeld/W Village	Hupfeld Acad./Western Village	4	mathematics and reading

NAEP 2021
Facts for Districts

The Nation's Report Card

National Assessment of Educational Progress

NAEP is an integral part of education in the United States.

- Elected officials, policymakers, and educators all use NAEP results to develop ways to improve education.
- NAEP is a congressionally mandated program administered by the National Center for Education Statistics (NCES), within the U.S. Department of Education and the Institute of Education Sciences.
- NAEP serves a different role than state assessments. While states have their own unique assessments with different content standards, the same NAEP assessment is administered in every state, providing a common measure of student achievement.
- Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment (TUDA). NAEP is not designed to collect or report results for individual students, classrooms, or schools.
- To provide a better understanding of educational experiences and factors that may be related to students' learning, students, teachers, and principals who participate in NAEP are asked to complete survey questionnaires.

Visit https://nces.ed.gov/nationsreportcard/about/covid19.aspx for more information about NAEP COVID-19 protocols.

"NAEP is the only assessment providing half-a-century of performance data to measure what students know and can do. The state and national trends inform local, state, and national program and policy discussions that improve teaching and learning."

– David Atherton, EdD, Principal, Clear Creek Middle School, Gresham, OR

What is NAEP? The National Assessment of Educational Progress (NAEP) is the largest nationally representative and continuing assessment of what our nation's students know and can do in various subjects such as civics, mathematics, reading, and U.S. history. The results of NAEP are released as The Nation's Report Card

What can districts expect? District staff play an essential role in NAEP. Superintendents and district staff can work closely with principals to explain the importance of the assessment to teachers and participating students. When students take part in the assessment and give their best effort, NAEP results provide the most accurate measure possible of student achievement across the country. Results will be released at the national and state levels for the mathematics and reading assessments at grades 4 and 8. Each student will be assessed in only one subject.

In addition to subject-area questions, students will complete NAEP survey questions that provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. NCES is exploring the possibility of an online survey questionnaire for students participating in distance learning and will work closely with schools to administer the questionnaire to remote students.

NAEP representatives will bring all necessary materials and equipment to schools on assessment day, including sanitized tablets with keyboards. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access. The table below shows which grades and subjects will be assessed in 2021.

The NAEP 2021 Program (January 25 to March 19, 2021)

Grade	Subject	Format
Grades 4 and 8	Mathematics Reading	Tablet

For more information about NAEP, visit nces.ed.gov/nationsreportcard

Find us on:

NAEP was first administered in 1969 to measure student achievement nationally. In 1990, NAEP was administered at the state level for the first time. Students in grades 4 and 8 are currently assessed at the national and state levels in mathematics and reading every two years and in other subjects periodically. The NAEP TUDA program, which measures student achievement in some of the nation's large urban districts, began in 2002.

Why is NAEP considered the gold standard? From the development of assessment frameworks and questions to the reporting of results, NAEP delivers high technical quality and represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation. NAEP is a trusted resource that measures student progress and helps inform policy decisions that improve education in the United States.

How are NAEP results reported? NAEP results are reported for different demographic groups rather than for individual students or schools. Within a school, just some of the student population participates, and student responses are combined with those from other participating students to produce the results.

How are schools and students selected for NAEP? A carefully designed sampling process ensures that NAEP-selected schools and students are representative of all schools and students across the United States. To ensure that the sample represents all students in the nation's schools, a broad range of accommodations are allowed for students with disabilities and English language learners.

What can teachers and students expect? Including transition time, directions and tutorials, and completion of survey questions, it takes approximately 2 hours for students to complete the assessment. Teachers do not need to prepare their students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support to your district's schools by working with the designated coordinator in each school to organize assessment activities.

How can educators use NAEP data to help students? NAEP items can be used as a helpful educational resource in the classroom. Teachers and district staff can use the NAEP Questions Tool (http://nces.ed.gov/nationsreportcard/nqt) to see how students' performance compares nationally on specific items. Released NAEP items come with a scoring guide, sample student responses, and performance data.

Visit the NAEP website at http://nces.ed.gov/nationsreportcard to access this information and more.

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of $250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

IES Institute of Education Sciences

This publication was prepared for the National Assessment of Educational Progress by Hager Sharp under contract GS-23F-0024M to the National Center for Education Statistics, U.S. Department of Education.

NOTICE OF MEETING

STANLEY HUPFELD ACADEMY at Western Village

ADVISORY BOARD

MONDAY, DECEMBER 7, 2020

3:45 P.M. – Schwartz Performing Arts/Community Center

SW Corner of Campus (Park in West Lot, Enter North Door)

AGENDA

Agenda items are subject to change up to 24 hours prior to meeting, excluding holidays and weekends. Meetings are open to the public.

Welcome and Introductions — **Tobi Campbell, Director**

Approval of Minutes — **Tobi Campbell, Director**

- October 5, 2020

Special Presentation

- SHA Happenings/Video — **Ruthie Rayner, Principal**

Director's Report — **Tobi Campbell, Director**

- Financial Report:
  - Approval of September and October 2020 Financials
- Presentation by James Kuykendall, CPA, A-133 SR-SAC Audit Report for 2019-2020 school term
  - Approval of Audit Report

Principal's Report — **Ruthie Rayner, Principal**

- Adopt-a-Family — **Heather Meldrum, Counselor**
- Special Education Differentiated Monitoring Result — **Kim King, SHA Special Education Teacher/Specialist**

New Business

Adjourn — **5:00 p.m.**

Next Meeting: Monday, February 1, 2021

STANLEY HUPFELD ACADEMY (SHA) at Western Village
ADVISORY BOARD, MINUTES OF MEETING
OCTOBER 5, 2020

ATTENDEES

Voting Members in attendance: Tobi Campbell, Keith Cassell, Eric Harmon, David Jackson, Ken Lawson, Pam Millington, Charles Peoples, John Vera

Voting Members absent: Christina Adcox, Mike Hatch, Stanley Hupfeld, Rosalynn Wade

Non-Voting Members absent: Kimberly Scott (Treasurer)

School Staff & Guests in attendance: Heather Meldrum, Ruthie Rayner

MINUTES

On a motion by Pam Millington, seconded by David Jackson, **Minutes of the August 3, 2020** Advisory Board meeting were unanimously approved.

DIRECTOR'S REPORT

Financial & Facility

Income Statements, Treasurer's Statements and Purchase Order Summaries for the periods **ended July 31, 2020 and August 31, 2020** were reviewed and unanimously accepted as presented, on a motion by Charles Peoples, seconded by Ken Lawson.

The **Estimate of Needs,** publication sheet and approved appropriations worksheet for the 2020-2021 Fiscal Year were unanimously approved on a motion by Keith Cassell, seconded by Eric Harmon.

PRINCIPAL'S REPORT

Mrs. Rayner presented the updated (9.24.20) **Return to Learn** and Virtual Learning Plans and amended 2020-2021 school year calendar.

On a motion by Eric Harmon, seconded by Charles Peoples, the following **New Policies** were unanimously approved for immediate implementation:

- Federal Programs Complaint Policy
- Military Recruiter Access
- Travel Reimbursement Policy
- Homeless Student Policy

Hupfeld Academy's Annual **Performance Indicator Report,** Annual Goals and Progress were presented.

ADJOURN
There being no further business, the meeting was adjourned at 5:00 p.m.

NEXT MEETING: December 7, 2020

Approved: _____Ruthie Rayner, Secretary

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending September 30, 2020

CURRENT MONTH						YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
202,513	229,035	26,523	U	11.58	OTHER REVENUE	399,474	687,106	287,631	U	41.86
202,513	**229,035**	**26,523**	**U**	**11.58**	**TOTAL REVENUE**	**399,474**	**687,106**	**287,631**	**U**	**41.86**
164,411	170,576	6,165	F	3.61	SALARIES AND BENEFITS	488,838	511,727	22,889	F	4.47
1,250	2,112	862	F	40.83	PROFESSIONAL FEES	7,750	6,337	1,413	U	22.29
12,470	10,792	1,678	U	15.55	SUPPLIES AND MATERIALS	25,540	32,376	6,836	F	21.11
13,726	32,077	18,351	F	57.21	PURCHASED SERVICES	41,756	96,230	54,474	F	56.61
16,145	11,201	4,944	U	44.14	UTILITIES/RENTAL/OTHER	56,524	33,602	22,922	U	68.22
4,744	5,107	363	F	7.10	DEPRECIATION/AMORTIZATION	14,665	15,602	936	F	6.00
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
212,746	**231,864**	**19,118**	**F**	**8.25**	**TOTAL EXPENSES**	**635,072**	**695,873**	**60,801**	**F**	**8.74**
(10,233)	**(2,829)**	**7,404**	**U**	**261.77**	**INCOME FROM OPERATIONS**	**(235,598)**	**(8,768)**	**226,830**	**U**	
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
(10,233)	**(2,829)**	**7,404**	**U**	**261.77**	**NET INC/(LOSS) before Mkt Chg**	**(235,598)**	**(8,768)**	**226,830**	**U**	
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
(10,233)	**(2,829)**	**7,404**	**U**	**261.77**	**NET INC/(LOSS) before Unusual**	**(235,598)**	**(8,768)**	**226,830**	**U**	
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
(10,233)	**(2,829)**	**7,404**	**U**	**261.77**	**NET INCOME/(LOSS)**	**(235,598)**	**(8,768)**	**226,830**	**U**	

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Run October 19, 2020 at 2:11 AM

STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

SEPTEMBER 30, 2020

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Compilation Report

Statement of Assets, Liabilities, and Net Assets – Cash Basis 1

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Supplemental Information

Detailed Revenue Summary – General Fund - Cash Basis 3

Statement of Expenses Two Year Comparison
by Project, Object – General Fund - Cash Basis 4-5

JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

October 5, 2020

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of September 30, 2020 and the related statements of revenues and expenses – cash basis for the three (3) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
WWW.JENKINSKEMPER.COM

STANLEY HUPFELD ACADEMY
SEPTEMBER 30, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 248,327.34
Total Assets	248,327.34
Liabilities	
Outstanding payments 2020-21	74,254.62
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	78,879.25
Cash Fund Balance	$ 169,448.09

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 9/30/2019	% of YTD to Budj.	2020-21 Budgeted	2020-21 9/30/2020	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64		0.0%			N/A
Commissions	1460	476.92		0.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	3,124.42	39.3%			N/A
Contributions and Donations	1610	250,100.00	250,100.00	100.0%	500,000.00	100,000.00	20.0%
Student Lunches	1710	797.50		0.0%			N/A
Adult Lunches	1730	127.25	56.50	44.4%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	348,073.00	18.1%	1,855,958.75	334,138.11	18.0%
Flexible Benefit	3250	184,530.12	34,113.35	18.5%	184,530.12	33,759.73	18.3%
Reading Sufficiency	3415	13,279.86		0.0%			N/A
Textbooks	3420	15,961.05	2,851.37	17.9%	15,762.13	15,762.13	100.0%
State Matching	3720	2,342.96		0.0%	2,225.81		0.0%
Title I	4210	134,167.43		0.0%	160,000.00		0.0%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57		0.0%			N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58		0.0%	55,000.00		0.0%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%		1,476.13	N/A
Title IV, Part A Student Support	4442	15,000.00		0.0%	15,000.00		0.0%
CARES Act & Incentive	4689			N/A	114,000.00		0.0%
Federal Lunches	4710	125,963.08		0.0%	177,341.60		0.0%
Federal Breakfasts	4720	47,854.77		0.0%			N/A
Fresh Fruits/Vegetable Program	4760	12,857.52		0.0%			N/A
Correcting Entry	5600	355.14		0.0%			N/A
Total revenue		2,851,653.67	672,359.78	23.6%	3,079,818.41	499,474.37	16.2%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	813,341.24		3,353,426.99	773,082.95	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	481,188.48	24.7%	2,050,000.00	488,619.31	23.8%
Non-payroll	300-900	781,132.64	137,134.07	17.6%	1,100,000.00	115,015.55	10.5%
Total expenditures		2,727,725.70	618,322.55	22.7%	3,150,000.00	603,634.86	19.2%
Ending Balance		$ 273,608.58	195,018.69		203,426.99	169,448.09	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October										-
November										-
December										-
January										-
February										-
March										-
April										-
May										-
June										-
Totals	-	-	100,000.00	-	334,138.11	49,521.86	-	-	15,814.40	499,474.37

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 9/30/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 9/30/2020	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	337,321.59	28.91%	1,250,000.00	340,827.04	27.27%
Employee Benefits	200	328,329.76	80,673.45	24.57%	390,000.00	81,644.76	20.93%
Worker's Compensation	290	6,654.93		0.00%	15,500.00		0.00%
Management Services	310	6,000.00	1,500.00	25.00%	72,500.00	1,500.00	2.07%
Professional-Education Services	320	1,226.41	120.00	9.78%	50,000.00		0.00%
Accounting Services	331	41,200.00	7,750.00	18.81%	40,000.00	7,750.00	19.38%
Medical Services	336	40,002.60	687.75	1.72%	52,000.00	2,594.24	4.99%
Security Services	344	2,235.00	904.09	40.45%	1,000.00	180.00	18.00%
Tech Related Services	346	94.04		0.00%	-	385.00	N/A
Legal Services	350	4,154.30		0.00%	-		N/A
Professional Empl Training	360		786.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	2,402.78	20.41%	14,000.00	1,987.04	14.19%
Cleaning Services	420	38,445.75	5,745.00	14.94%	40,000.00	5,652.75	14.13%
Repairs and Maint. Services	430	15,168.91	5,522.10	36.40%	150,000.00	2,887.90	1.93%
Rental Services	440	3,809.61	3,240.00	85.05%	10,000.00	8,695.01	86.95%
Student Transportation	511	1,455.00		0.00%	-		N/A
Insurance	520	35,914.00	13,713.34	38.18%	40,000.00	26,307.24	65.77%
Communications Services	530	10,767.21	1,865.57	17.33%	9,500.00	2,693.48	28.35%
Advertising	540	179.20		0.00%			N/A
Printing and Binding	550	4,373.02	1,140.90	26.09%	1,500.00	170.06	11.34%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	8,062.86	27.21%	110,000.00	12,316.82	11.20%
Energy	620	45,147.35	8,225.71	18.22%	50,000.00	10,171.51	20.34%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	297.28	356.45%	7,500.00	90.30	1.20%
Equipment and Furniture	650	13,807.79	15,308.09	110.87%	20,000.00	13,881.93	69.41%
Awards, Gifts, Decorations	682	9,816.05	1,537.59	15.66%	15,000.00	727.98	4.85%
Technology Related Hardware	733	83,956.48	40,804.52	48.60%	85,000.00		0.00%
Dues and Fees	810	4,321.92	2,664.67	61.65%	4,250.00	2,545.00	59.88%
Staff Registration & Tuition	860	1,055.00	75.00	7.11%	250.00		0.00%
Donations	881	870.76		0.00%	-		N/A
Reimbursement	930	355.14		0.00%			N/A
Credit Card pmt not yet classified				N/A		537.50	N/A
Intrafund Transfer	970	57,835.59	10,442.19	18.05%	55,000.00	10,024.14	18.23%
Subtotal		1,965,501.67	550,790.89	28.02%	2,484,000.00	533,639.70	21.48%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69		0.00%	225,000.00		0.00%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	4,338.22	27.39%	10,000.00	3,847.65	38.48%
Subtotal		191,157.52	4,338.22	2.27%	245,000.00	3,847.65	1.57%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	45,376.53	20.96%	185,000.00	47,598.09	25.73%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	17,816.91	9.63%	165,000.00	18,549.42	11.24%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	17,816.91	9.63%	175,000.00	18,549.42	10.60%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 9/30/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 9/30/2020	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33		0.00%	60,000.00		0.00%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	-	0.00%	61,000.00	-	0.00%
Grand Total		2,727,725.70	618,322.55	22.67%	3,150,000.00	603,634.86	19.16%
Payroll Expenses	100-200	1,946,593.06	481,188.48	24.72%	2,050,000.00	488,619.31	23.84%
Non-Payroll Expenses	300-900	781,132.64	137,134.07	17.56%	1,100,000.00	115,015.55	10.46%
Totals		2,727,725.70	618,322.55	22.67%	3,150,000.00	603,634.86	19.16%

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending October 31, 2020

CURRENT MONTH ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	YEAR TO DATE ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
211,170	229,035	17,865	U	7.80	OTHER REVENUE	610,644	916,141	305,497	U	33.35
211,170	**229,035**	**17,865**	**U**	**7.80**	**TOTAL REVENUE**	**610,644**	**916,141**	**305,497**	**U**	**33.35**
160,113	170,576	10,462	F	6.13	SALARIES AND BENEFITS	648,951	682,303	33,351	F	4.89
3,750	2,112	1,638	U	77.52	PROFESSIONAL FEES	11,500	8,450	3,050	U	36.10
2,848	10,792	7,944	F	73.61	SUPPLIES AND MATERIALS	28,388	43,167	14,780	F	34.24
19,724	32,077	12,353	F	38.51	PURCHASED SERVICES	61,480	128,307	66,827	F	52.08
6,717	11,201	4,483	F	40.03	UTILITIES/RENTAL/OTHER	63,241	44,802	18,439	U	41.16
4,744	5,107	363	F	7.10	DEPRECIATION/AMORTIZATION	19,409	20,708	1,299	F	6.27
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
197,896	**231,864**	**33,967**	**F**	**14.65**	**TOTAL EXPENSES**	**832,969**	**927,737**	**94,768**	**F**	**10.22**
13,273	**(2,829)**	**16,102**	**F**	**569.26**	**INCOME FROM OPERATIONS**	**(222,325)**	**(11,596)**	**210,728**	**U**	
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
13,273	**(2,829)**	**16,102**	**F**	**569.26**	**NET INC/(LOSS) before Mkt Chg**	**(222,325)**	**(11,596)**	**210,728**	**U**	
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
13,273	**(2,829)**	**16,102**	**F**	**569.26**	**NET INC/(LOSS) before Unusual**	**(222,325)**	**(11,596)**	**210,728**	**U**	
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES	0	0	0	F	0
13,273	**(2,829)**	**16,102**	**F**	**569.26**	**NET INCOME/(LOSS)**	**(222,325)**	**(11,596)**	**210,728**	**U**	

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13,273 (2,829) Check Figure - Net Income (222,325) (11,596)

STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

OCTOBER 31, 2020

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

November 5, 2020

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of October 31, 2020 and the related statements of revenues and expenses – cash basis for the four (4) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
WWW.JENKINSKEMPER.COM

STANLEY HUPFELD ACADEMY
OCTOBER 31, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 259,709.98
Total Assets	259,709.98
Liabilities	
Outstanding payments 2020-21	68,536.60
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	73,161.23
Cash Fund Balance	$ 186,548.75

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 10/31/2019	% of YTD to Budj.	2020-21 Budgeted	2020-21 10/31/2020	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64	3,261.46	49.2%			N/A
Commissions	1460	476.92		0.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	3,204.42	40.4%			N/A
Contributions and Donations	1610	250,100.00	250,100.00	100.0%	500,000.00	100,000.00	20.0%
Student Lunches	1710	797.50		0.0%			N/A
Adult Lunches	1730	127.25	56.50	44.4%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	522,109.00	27.1%	1,855,958.75	501,207.17	27.0%
Flexible Benefit	3250	184,530.12	51,170.03	27.7%	184,530.12	50,639.62	27.4%
Reading Sufficiency	3415	13,279.86		0.0%			N/A
Textbooks	3420	15,961.05	4,279.62	26.8%	15,762.13	15,762.13	100.0%
State Matching	3720	2,342.96		0.0%	2,225.81		0.0%
Title I	4210	134,167.43		0.0%	160,000.00		0.0%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57		0.0%			N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58	15,945.00	32.3%	55,000.00	1,476.13	2.7%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%			N/A
Title IV, Part A Student Support	4442	15,000.00		0.0%	15,000.00		0.0%
CARES Act & Incentive	4689			N/A	114,000.00		0.0%
Federal Lunches	4710	125,963.08	34,605.95	27.5%	177,341.60	9,936.00	5.6%
Federal Breakfasts	4720	47,854.77	14,845.14	31.0%		6,237.60	N/A
Fresh Fruits/Vegetable Program	4760	12,857.52		0.0%		11,047.31	N/A
Correcting Entry	5600	355.14		0.0%			N/A
Total revenue		2,851,653.67	933,618.26	32.7%	3,079,818.41	710,644.23	23.1%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	1,074,599.72		3,353,426.99	984,252.81	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	645,446.79	33.2%	2,050,000.00	633,649.78	30.9%
Non-payroll	300-900	781,132.64	225,558.87	28.9%	1,100,000.00	164,054.28	14.9%
Total expenditures		2,727,725.70	871,005.66	31.9%	3,150,000.00	797,704.06	25.3%
Ending Balance		$ 273,608.58	203,594.06		203,426.99	186,548.75	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October					167,069.06	16,879.89		27,220.91		211,169.86
November										-
December										-
January										-
February										-
March										-
April										-
May										-
June	-									-
Totals	-	-	100,000.00	-	501,207.17	66,401.75	-	27,220.91	15,814.40	710,644.23

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 10/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 10/31/2020	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	407,418.19	34.92%	1,250,000.00	425,696.90	34.06%
Employee Benefits	200	328,329.76	108,038.22	32.91%	390,000.00	102,003.45	26.15%
Worker's Compensation	290	6,654.93	329.94	4.96%	15,500.00	45.72	0.29%
Management Services	310	6,000.00	2,000.00	33.33%	72,500.00	2,000.00	2.76%
Professional-Education Services	320	1,226.41	300.00	24.46%	50,000.00		0.00%
Accounting Services	331	41,200.00	12,000.00	29.13%	40,000.00	10,750.00	26.88%
Medical Services	336	40,002.60	8,277.75	20.69%	52,000.00	10,859.24	20.88%
Security Services	344	2,235.00	3,464.09	154.99%	1,000.00	1,140.00	114.00%
Tech Related Services	346	94.04		0.00%	-	385.00	N/A
Legal Services	350	4,154.30		0.00%	-	2,500.00	N/A
Professional Empl Training	360		786.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	3,507.20	29.79%	14,000.00	3,266.20	23.33%
Cleaning Services	420	38,445.75	9,845.00	25.61%	40,000.00	6,252.75	15.63%
Repairs and Maint. Services	430	15,168.91	6,645.87	43.81%	150,000.00	4,287.90	2.86%
Rental Services	440	3,809.61	3,320.00	87.15%	10,000.00	9,463.24	94.63%
Student Transportation	511	1,455.00		0.00%	-		N/A
Insurance	520	35,914.00	16,935.93	47.16%	40,000.00	29,543.71	73.86%
Communications Services	530	10,767.21	2,526.69	23.47%	9,500.00	3,563.30	37.51%
Advertising	540	179.20		0.00%			N/A
Printing and Binding	550	4,373.02	1,396.01	31.92%	1,500.00	491.50	32.77%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	10,106.45	34.10%	110,000.00	14,357.64	13.05%
Energy	620	45,147.35	21,121.83	46.78%	50,000.00	10,405.03	20.81%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	3,558.74	########	7,500.00	1,559.43	20.79%
Equipment and Furniture	650	13,807.79	16,235.64	117.58%	20,000.00	14,101.85	70.51%
Awards, Gifts, Decorations	682	9,816.05	1,712.40	17.44%	15,000.00	999.27	6.66%
Technology Related Hardware	733	83,956.48	81,609.04	97.20%	85,000.00		0.00%
Dues and Fees	810	4,321.92	2,764.67	63.97%	4,250.00	2,545.00	59.88%
Staff Registration & Tuition	860	1,055.00	275.00	26.07%	250.00	120.00	48.00%
Donations	881	870.76		0.00%	-		N/A
Reimbursement	930	355.14		0.00%			N/A
Credit Card pmt not yet classified				N/A		537.50	N/A
Intrafund Transfer	970	57,835.59	10,442.19	18.05%	55,000.00	15,036.21	27.34%
Subtotal		1,965,501.67	734,617.26	37.38%	2,484,000.00	671,980.84	27.05%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69		0.00%	225,000.00		0.00%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	6,398.02	40.39%	10,000.00	4,736.55	47.37%
Subtotal		191,157.52	6,398.02	3.35%	245,000.00	4,736.55	1.93%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	60,502.04	27.94%	185,000.00	62,848.22	33.97%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	53,543.34	28.95%	165,000.00	35,799.06	21.70%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	53,543.34	28.95%	175,000.00	35,799.06	20.46%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 10/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 10/31/2020	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	15,945.00	31.92%	60,000.00	7,302.15	12.17%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	15,945.00	31.92%	61,000.00	7,302.15	11.97%
Cares Act (Proj. 788)							
Personnel Services - Salaries	100					11,429.96	
Personnel Services - Empl Benefits	200					3,607.28	
Subtotal						15,037.24	
Grand Total		2,727,725.70	871,005.66	31.93%	3,150,000.00	797,704.06	25.32%
Payroll Expenses	100-200	1,946,593.06	645,446.79	33.16%	2,050,000.00	633,649.78	30.91%
Non-Payroll Expenses	300-900	781,132.64	225,558.87	28.88%	1,100,000.00	164,054.28	14.91%
Totals		2,727,725.70	871,005.66	31.93%	3,150,000.00	797,704.06	25.32%

OKLAHOMA STATE
DEPARTMENT of EDUCATION

November 12, 2020

Dear OKC Charter: Hupfeld/W Village Superintendent and Special Education Director,

The Oklahoma State Department of Education Office of Special Education Services (OSDE-SES) identifies a differentiated monitoring result (DMR) for each LEA (local education agency) in Oklahoma based on an assessment of risk factors and the LEA's determination rating. This DMR initiates a series of monitoring and improvement activities required to be completed by the LEA. These activities correspond with a "level of support" that OSDE-SES determines is necessary for your LEA to succeed in subsequent years.

Your LEA's DMR and associated level of support are determined through a comparison of your risk category and determination tier: your LEA has been placed in the level of support that corresponds to the greater of the two ratings. For example, if you score a "2" in risk but are rated a "3" in determination, you will be assigned "Level 3 Support." A summary of your ratings is shared below, along with the activities district personnel must complete during this school year. Your risk assessment table and determination matrixes are attached for your review.

DETERMINATION TIER 1: Meets Requirements

RISK CATEGORY 1: Very Low Risk

DIFFERENTIATED MONITORING RESULT: Level 1 Support

Required activities associated with Level 1 Support:

None.

Congratulations! At Level 1 Support, you are not required to complete any improvement activities in school year 2019-2020. We encourage all districts to consistently strive toward excellence. Please contact anyone at OSDE-SES if you would like assistance with voluntary improvement activities. You may also refer to our website for additional support.

Final note: regardless of your Level of Support, please review whether you met the compliance targets on the Determination. LEAs that do not achieve 100 percent compliance are required to complete additional work to resolve noncompliance. You will be contacted soon about this work.

Thank you,

Todd Loftin
Deputy Superintendent, Special Education Services

2500 NORTH LINCOLN BOULEVARD, OKLAHOMA CITY, OKLAHOMA 73105-4599
(405)521-3301 PHONE • (405)521-6205 FAX • WWW.OK.GOV/SDE

FFY 2019 DISTRICT SPEC. ED. RISK SCORE

District: **OKC Charter: Hupfeld/W Village**
RISK CATEGORY **1: Very Low Risk**

FACTOR	District Result	District Score
Current MOE Result (2019)	Met	0
Timely & Finalized Assurances/Agreement (2020)	Yes	0
Size of Award (20-21 Allocation)	<$100K	0
Change in SPED Director (2020-21)	No Change	0
Current Excess Cost Result (2019)	Met	0
Special Education Identification Rate (2019)	11.48%	0
Recent Audit Findings (2018-19)	No Findings	0
Special District Design (2020)	Charter	2
Late Claim Submitted (2020)	None	0
Complaint Count (2019-20)	None	0
Years Since Prior On-site Monitoring	More than Ten	5
BONUS: Budget Training (Fall 2020)	Attended	-1
BONUS: Timely Budget Application (Nov. 2020)	Timely	-1
BONUS: 1st Year Director Project Partic. (2020)	N/A	0
TOTAL RISK SCORE*		**5**

*A score of ZERO indicates that a district is very low risk to the SEA. Bonus points are dismissed when the overall risk is zero.

Risk Category	2018 Risk Score
Category 1: Very Low Risk	0 – 9 points
Category 2: Low Risk	10 – 18 points
Category 3: Moderate Risk	19 – 27 points
Category 4: High Risk	28 – 50 points

NOTE: Please refer to the Differentiated Monitoring Result letter for the district's assigned Level of Support and required activities associated with the current Risk Score and Determination.

FFY 2019 (SY 19-20) DISTRICT SPEC. ED. DETERMINATION

District: **OKC Charter: Hupfeld/W Village**
Determination: **1: Meets Requirements**

IDEA Part B Compliance Matrix				
Compliance Elements		**District**	**Target Met**	**Score**
Indicator 4B: Significant discrepancy, by race or ethnicity, in the rate of long-term suspensions/ expulsions for children with IEPs due to noncompliance		**NC**	**Yes**	**2**
Indicator 9: Disproportionate representation of racial and ethnic groups in special education and related services due to inappropriate identification		**1.48**	**Yes**	**2**
Indicator 10: Disproportionate representation of racial and ethnic groups in specific disability categories due to inappropriate identification		**1.16**	**Yes**	**2**
Indicator 11: Child Find; timely initial evaluation	**Actual**	**100.00%**	**Yes**	
Note: Noncompliance findings are based on "Actual" rate. Determination points are based on the "Pandemic Excluded" rate.	**Pandemic Excluded**	**100.00%**		**2**
Indicator 12: Early Childhood Transition; Individual Education Program developed/implemented by third birthday	**Actual**	**NA**	**Yes**	
	Pandemic Excluded	**NA**		**2**
Indicator 13: Secondary Transition; full documentation		**NA**	**NA**	**2**
Timely Completion of Monitoring Requirements		**Timely**		**2**
Longstanding Noncompliance*		**Compliant**		**2**
Bonus: Timely on Child Count *and* End of Year Data Submissions & Certification		**Yes**		**1**
Bonus: Attendance at Child Count *and* End of Year Training		**Yes**		**1**

Compliance Points Earned	**Total Points Possible**	**Rating**
16	**16**	**100.00%**

* Measured by two or more consecutive years of noncompliance in any indicator listed here.

FFY 2019 (SY 19-20) DISTRICT SPEC. ED. DETERMINATION

IDEA Part B Results Driven Accountability Matrix					
Student Assessment Elements	**17-18 Score**	**18-19 Score**	**Target Met**	**Year to Year Growth**	**Score***
Indicator 3C: Percent of students with disabilities across all grades participating in Regular Statewide Assessments who achieve Proficient or Advanced scores					
Reading	**5.00%**	**8.33%**	**No**	**Yes**	**1**
Math	**5.00%**	**8.33%**	**No**	**Yes**	**1**
Other Results Elements			**District**	**Target Met**	**Score***
Indicator 1: Percent of youth with IEPs, in Cohort Year 2019, who graduated with a diploma			**NA**	**NA**	**2**
Indicator 2: Percentage of students with disabilities dropping out of high school			**NA**	**NA**	**2**
Indicator 7: For each Outcome, the percentage of students with disabilities who improved functioning to a level nearer to *or* comparable to same-aged peers when they exited the preschool special education program or turned six					
Outcome A1: Positive social-emotional skills			**100.00%**	**Yes**	**1**
Outcome B1: Acquisition and use of knowledge and skills			**100.00%**	**Yes**	**1**
Outcome C1: Use of appropriate behaviors to meet their needs			**100.00%**	**Yes**	**1**
Bonus: 50% or greater parent response rate on parent survey or annual response increase of 5%			**Yes**		**1**
Bonus: District-driven improvement activities to enhance student outcomes or district processes**			**Zero**		**0**
Results Points Earned			**Total Points Possible**		**Rating**
10			**13**		**76.92%**

* 2019 target met = 3 pts.; growth + "approaching" = 2 pts.; growth only = 1 pt.; no growth = 0 pts.

** A district may earn one bonus point for each improvement activity (up to two) such as a program self-assessment, assistive technology training, and/or special education training that includes general education teachers (training must be at least ½ day and be linked to indicators, student outcomes, or a district improvement plan).

FFY 2019 (SY 19-20) DISTRICT SPEC. ED. DETERMINATION

DETERMINATION SUMMARY for OKC Charter: Hupfeld/W Village		
Compliance Points Available	Compliance Points Earned	Compliance Performance
16	16	**100.00%**
Results Points Available	Results Points Earned	Results Performance
13	10	**76.92%**
TOTAL POINTS AVAILABLE	**TOTAL POINTS EARNED**	**PERCENT TARGETS MET**
29	**26**	**89.66%**
1: Meets Requirements		

Percentage of Points Earned	Level of Determination
85% to 100%	Tier 1: Meets Requirements
70% to 84.9%	Tier 2: Needs Assistance
55% to 69.9%	Tier 3: Needs Intervention
less than 55%	Tier 4: Needs Substantial Intervention

History of Determinations for District	
2016 – 2017:	*Meets Requirements*
2017 – 2018:	*Meets Requirements*
2018 – 2019:	*Meets Requirements*

NA: Indicates that the indicator does not apply for the district. Full credit still awarded.

NR: Indicates that the district did not submit data to calculate compliance or performance. District receives no credit.

*****:** Indicates that significant discrepancy was found, and OSDE-SES is reviewing policies, practices, & procedures before the final "meets target" can be determined.

For more information, the FFY 2018 *Oklahoma Annual Performance Report* (APR) can be located on the OSEP website: https://sites.ed.gov/idea/spp-apr-letters?selected-category=&selected-year=&state=Oklahoma.

OKLAHOMA Education

District Data Profile FFY 2019 (SY 2019-20)

District: **OKC Charter: Hupfeld/W Village**

County: **OKLAHOMA**

Total Student Enrollment: 331

Total Child Count (students with disabilities): 38

Oklahoma SPP/APR* Data Indicators	District	State Target	Meets Target
Indicator 1: Graduation from High School with a Regular Diploma *Data Source: Accountability Title I data for SY 2018-19 (Cohort 2019)*			
Percent of youth with IEPs who graduated with a diploma	NA	*87.00%*	NA
Indicator 2: Exits by Drop-Out from School *Data Source: Special Education End of Year Data Report 2020 Note: Results may differ from other reports due to calculation & source differences.*			
Percent of youth aged 14-21 with IEPs who exited due to dropping out	NA	*<15.00%*	NA
Indicators 3B - C: Participation and Performance on Statewide Assessments *Data Source: Accountability A-F Report Card Data for Spring 2019*			
3B: Participation rate for Math assessments	100.00%	*95.00%*	Yes
3B: Participation rate for Reading assessments	100.00%	*95.00%*	Yes
3C: Proficiency rate for Math assessments (FFY 2018 target)	8.33%	*15.25%*	No
3C: Proficiency rate for Reading assessments (FFY 2018 target)	8.33%	*14.50%*	No
Indicators 4A-B: Significant Discrepancy in Suspension/Expulsion *Data Source: Special Education End of Year Data Report 2020*			
4A: Risk ratio for all students with disabilities with long-term suspensions/expulsions	NC	*<2.50*	Yes
4B: Findings of (a) a significant discrepancy by racial identity and (b) policies, procedures or practices that contribute to the finding and do not comply with requirements	NC	*<2.50*	Yes

***State Performance Plan/Annual Performance Report**

Questions? Please contact the main line for assistance from a data coordinator: 405-521-3351.

		District	State Target	Meets Target
Indicator 5: School Age Least Restrictive Environment *Data Source: Special Education October 1 Child Count 2019*				
Percent of students with disabilities inside regular class >80% of the day		77.14%	*66.00%*	Yes
Percent of students with disabilities inside regular class <40% of the day		0.00%	*<9.25%*	Yes
Percent of students with disabilities in separate schools/facilities		0.00%	*<1.83%*	Yes
Indicator 6: Early Childhood Environments *Data Source: Special Education October 1 Child Count 2019*				
Percent attending regular EC program and receiving majority of special education and services in the regular EC program		33.33%	*43.75%*	No
Percent attending a separate special education class, separate school, or residential facility		0.00%	*<16.00%*	Yes
Indicator 7: Early Childhood Outcomes *Data Source: Special Education End of Year Data Report 2020*				
A1, B1, C1: Of those preschool children who entered the preschool program below age expectation, the percent who substantially increased their rate of growth by the time they turned 6 years of age or exited the program.				
A2, B2, C2: The percent of preschool children who were functioning within age expectations by the time they turned 6 years of age or exited the program.				
Outcome A: Positive social-emotional skills and relationships	A1	100.00%	*93.40%*	Yes
	A2	100.00%	*59.00%*	Yes
Outcome B: Acquisition and use of knowledge and skills	B1	100.00%	*92.90%*	Yes
	B2	66.67%	*58.30%*	Yes
Outcome C: Use of appropriate behaviors to meet their needs	C1	100.00%	*93.00%*	Yes
	C2	100.00%	*73.00%*	Yes
Indicator 8: Parent Involvement *Data Source: Special Education Parent Surveys 2019-20*		**Count of surveys completed:**		**37**
Percent of parents who reported that the school facilitated parent involvement to improve services and results		100.00%	*93.00%*	Yes

Questions? Please contact the main line for assistance from a data coordinator: 405-521-3351.

OKC Charter: Hupfeld/W Village	District	State Target	Meets Target
Indicator 9: Disproportionality of Racial/Ethnic Representation *Data Source: Special Education October 1 Child Count 2019*			
Is disproportionate representation in *special education* the result of inappropriate identification? A high risk ratio requires a review of policies, practices and procedures.	1.48	<2.60	Yes
Indicator 10: Disproportionality – Specific Disabilities *Data Source: Special Education October 1 Child Count 2019*			
Is disproportionate representation in *disability categories* the result of inappropriate identification? A high risk ratio requires a review of policies, practices and procedures.	1.16	<2.60	Yes
Indicator 11: Child Find *Data Source: Special Education End of Year Data Report 2020*			
Percent of children who were evaluated and eligibility determined within 45 school days of parent consent **Data appear to have been misreported. Contact OSDE Compliance to resolve.*	100.00%	100%	Yes
Indicator 12: Early Childhood Transition *Data Source: Special Education End of Year Data Report 2020*			
Percent of Part C referrals for which Part B eligibility and IEPs, if needed, were completed on or before the child's 3rd birthday	NA	100%	Yes
Indicator 13: Secondary Transition *Data Source: Special Education End of Year Data Report 2020*			
Percent of youth aged 16 and above with IEP that includes annual IEP goals and transition services to meet the post-secondary goals	NA	100%	NA
Indicator 14: Post-School Outcomes *Data Source: 2019 TAESE Post-School Survey for 2017-2018 Exiters*	**Count of surveys completed:**		**NA**
Percent of youths who exited secondary schools with IEPs and who:			*Report Only*
A: Enrolled in higher education within one year of exit	NA	32.75%	
B: Are competitively employed within one year of exit, *and/or A*	NA	49.00%	
C: Enrolled in other post-secondary education or are otherwise employed, *and/or A & B*	NA	73.60%	

Questions? Please contact the main line for assistance from a data coordinator: 405-521-3351.

	District	State Target	Meets Target
Indicator 15: Resolution Sessions *Data Source: Special Education Monitoring 2019-20*			
Percent of hearing requests that went to resolution sessions and were resolved through settlement agreements	TBD	*70%*	
Indicator 16: Mediation *Data Source: Special Education Monitoring 2019-20*			
Percent of mediations held that resulted in mediation agreements	TBD	*85.00%*	
State Reported Data Submitted on Time and Accurate			
October 1 Child Count 2019 submitted on time and accurate	Yes	"Yes"	Yes
End of Year Data Report 2020 submitted on time and accurate	Yes	"Yes"	Yes
2019-20 Assurances and LEA agreements submitted on time and accurate	Yes	"Yes"	Yes

NA: indicates that the calculation does not apply for the district

NR: indicates that the district did not report indicator data

NC: indicates that the calculation could not be completed based on student counts

***: indicates that significant discrepancy was found, and OSDE-SES is reviewing policies, practices, & procedures before the final "meets target" can be determined

For more information, the most recent Oklahoma Annual Performance Report (APR FFY2018) can be located on the OSEP website: https://sites.ed.gov/idea/spp-apr-letters?selected-category=&selected-year=&state=Oklahoma.

OKLAHOMA STATE
DEPARTMENT of EDUCATION

November 12, 2020

Dear Superintendent and Special Education Director,

The Individuals with Disabilities Education Act (IDEA) requires States to examine data to determine if significant disproportionality based on race and/or ethnicity is occurring in local educational agencies (LEAs) (34 CFR §300.646). The Oklahoma State Department of Education Office of Special Education Services (OSDE-SES) has analyzed LEA discipline data for the past three school years. The following tables contain the results from the significant disproportionality analysis for OKC Charter: Hupfeld/W Village. Only disciplinary removals are shared in this document. Child count and settings were analyzed in the spring of 2020.

All LEAs are receiving this table of calculations, whether or not significant disproportionality has been identified. Brief explanations are provided on page four.

I. If the finding is "Sig. Dispro.," your LEA has exceeded the acceptable threshold of 3.0 for three consecutive years without annual improvement in the identified category-race pair. Your LEA is significantly disproportionate.
   a. Significantly disproportionate LEAs are required to set aside 15 percent of federal special education funding for Comprehensive Coordinated Early Intervention Services (CCEIS) in FY2022 to address disproportionality in the identified area, and complete a set of activities established by OSDE-SES.
   b. If this is your LEA's second or third year of significant disproportionality, you will have additional tasks to complete.

II. If the finding is "At Risk," your LEA has exceeded intermediate thresholds for at least two consecutive years and is at risk for higher disproportionality in future years.
   a. To help avoid significant disproportionality in the future, LEAs are required to complete a set of activities established by OSDE-SES.

FINDING(S): None

Some LEAs may have findings in multiple category-race pairs. OSDE-SES will advise and support any LEAs required to set aside funding for this purpose and/or complete improvement activities, and will issue more information to such LEAs in the coming weeks.

Thank you,

Todd Loftin
Deputy Superintendent, Special Education Services

2500 NORTH LINCOLN BOULEVARD, OKLAHOMA CITY, OKLAHOMA 73105-4599
(405)521-3301 PHONE • (405)521-6205 FAX • WWW.OK.GOV/SDE

SY 2019-2020 Significant Disproportionality Risk Ratios							
"The (Race) students in my LEA are (Risk Ratio) times as likely to be identified for (Category) than their peers of other races."							
	Racial Identity						
	Native American	Asian	Black	Pacific Islander	White	Hispanic	2 or More Races
Total Removals (Threshold = 3.0)							
LEA Risk Ratio	NC	NC	NC	NC	NC	NC	NC
State Average	0.71	0.31	3.27	0.83	0.60	0.99	1.10
In School Suspensions > 10 days (Threshold = 3.0)							
LEA Risk Ratio	NC	NC	NC	NC	NC	NC	NC
State Average	0.9	NC	3.57	NC	0.46	1.21	0.96
In School Suspensions ≤ 10 days (Threshold = 3.0)							
LEA Risk Ratio	NC	NC	NC	NC	NC	NC	NC
State Average	0.81	0.26	2.51	1.43	0.73	0.95	1.03
Out of School Suspensions >10 days (Threshold = 3.0)							
LEA Risk Ratio	NC	NC	NC	NC	NC	NC	NC
State Average	0.70	NC	3.86	NC	0.53	1.11	0.92
Out of School Suspensions ≤ 10 days (Threshold = 3.0)							
LEA Risk Ratio	NC	NC	NC	NC	NC	NC	NC
State Average	0.63	0.29	3.28	NC	0.61	1.08	1.08

Note: See page 4 for more information about how significant disproportionality is calculated.

NC: Indicates that the LEA did not have the group minimum cell or n-size to calculate a group risk.

Past Years' Significant Disproportionality District Tables														
2018-2019							2017-2018							
Native American	Asian	Black	Pacific Islander	White	Hispanic	2 or More Races	Native American	Asian	Black	Pacific Islander	White	Hispanic	2 or More Races
Total Removals														
NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC
In School Suspensions > 10 days														
NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC
In School Suspensions ≤ 10 days														
NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC
Out of School Suspensions >10 days														
NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC
Out of School Suspensions ≤ 10 days														
NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC	NC

Definitions

In accordance with 34 CFR 300.647, Oklahoma has defined Significant Disproportionality as follows:

> An LEA will be identified as significantly disproportionate when it exceeds the acceptable risk ratio threshold of 3.0 in a particular racial/ethnic group and category pair for three consecutive years and fails to meet the requirements for "reasonable progress."

Minimum cell-size and minimum n-size have been set at 10 each for in-group risk calculations. If the non-group total is less than ten in a district, the district group risk is compared to the statewide non-group risk, called the alternate risk.

District in-group data are compared to different base data sets for each set of categories. Identification and discipline risks are calculated using total enrollment, ages 3 to 21, while the environment (settings) risks are calculated using child count, ages 6 to 21.

Reasonable Progress

Oklahoma has chosen to implement a "reasonable progress" measure. To meet the "reasonable progress" standard, an LEA must:

1. Reduce the relevant race-category's risk ratio by 15% annually until the acceptable threshold for significant disproportionality is met.
2. Additionally, an LEA must have met a "secondary risk ratio threshold" of 4.5 by year three of any three year cycle.

Note: LEAs that meet the reasonable progress standard in any year must continue to meet it as long as their risk ratio is above the acceptable threshold in following years. Otherwise, those LEAs will be considered significantly disproportionate in the year when reasonable progress is not achieved.

At Risk Designation

An LEA will be deemed "**at risk**" for future significant disproportionality when it exceeds an "intermediate" risk threshold in a particular category-race pair for two or more consecutive years. The intermediate thresholds are:

- 2.6 for the seven Identification categories;
- 2.5 for the two Environment (settings) categories; and
- 2.25 for the five Discipline categories.

Interpreting Risk Ratios

A risk ratio that is 1.0 means that the specific race or ethnic group of students is equally likely as all other students of any other racial or ethnic group to fall into the particular category. Risk ratios smaller than 1.0 indicate that students in that group are less likely to fall into that category than their peers, while risk ratios larger than 1.0 indicate a greater likelihood. A risk ratio of two says that a group of students is twice as likely as non-group students to be in that category. Please see the significant disproportionality slide deck on the state data website for information about how risk ratios are calculated.

Becky Kime

From: Campbell, Tobi L. <Tobi.Campbell@integrisok.com>
Sent: Wednesday, January 12, 2022 11:14 AM
To: Ruthie Rayner; Becky Kime
Subject: Re: Board Meeting Notice & Agenda

Thanks, Ruthie. I think we may have made the decision to cancel before an agenda was sent.

Get Outlook for iOS

From: Ruthie Rayner <ruthie.rayner@wvacademy.com>
Sent: Wednesday, January 12, 2022 10:49:47 AM
To: Campbell, Tobi L. <Tobi.Campbell@integrisok.com>; Becky Kime <becky.kime@wvacademy.com>
Subject: FW: Board Meeting Notice & Agenda

EXTERNAL EMAIL – Use caution with any links and file attachments -- INTEGRIS Information Security

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The February 2021 Board Meeting was cancelled due to an increase in COVID Cases. It is noted on my calendar.

I do not see the official notice in my e-mail but this email has December notes and April's Agenda.

R

Ruthie Rayner M.Ed., NBCT
Principal

Stanley Hupfeld ACADEMY
AT WESTERN VILLAGE

1508 NW 106th St • Oklahoma City, OK 73114 • (405) 751-1774
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

From: Campbell, Tobi L. [mailto:Tobi.Campbell@integrisok.com]
Sent: Sunday, March 28, 2021 11:21 AM
To: Adcox, Christina Larie; Kara Babbit; Tobi Campbell; Charles Peoples; Christy Savage; david jackson; Eric Harmon; Frick, Brenda K; Hatch, Mike; Heather Meldrum; Hupfeld, Stanley F; Keith Cassell; Lawson, Ken; Matt Bell; Pam Millington; Rosalynn Wade; Ruthie Rayner; Scott, Kimberly V; Vera, John B; Whaley, Suzan
Cc: Grant, Ronald; Adcox, Christina; Lowder, Katherine L
Subject: Board Meeting Notice & Agenda

Dear SHA Board:

We look forward to seeing you on MONDAY, APRIL 5 at 3:45 p.m. for our regularly scheduled board meeting.

Attached for your review:

- Notice/Agenda
- Minutes - December, 2020
- Financials - Nov., Dec., Jan & Feb.
- Proposed OKCPS Charter Contract (for discussion)

To ensure a quorum, please confirm your attendance.

Thank you,

Tobi Campbell
Director, Community Benefit & Hupfeld Academy
Mobile: 405-550-3762
integrisok.com
INTEGRIS
HEALTH

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NOTICE OF MEETING

STANLEY HUPFELD ACADEMY at Western Village

ADVISORY BOARD

M O N D A Y, APRIL 5, 2021

3:45 P.M. – Schwartz Performing Arts/Community Center (SPAC)
SW Corner of Campus (Park in West Lot, Enter North Door)

A G E N D A

Agenda items are subject to change up to 24 hours prior to meeting, excluding holidays and weekends. Meetings are open to the public.

Welcome and Introductions — **Tobi Campbell, Director**

Approval of Minutes — **Tobi Campbell, Director**

- December 7, 2020

Student Spotlight

- Black History Hall of Fame — **Heather Meldrum, Counselor**

Director's Report — **Tobi Campbell, Director**

- Financial Report:
  - Approval of November/December 2020 and January/February 2021 Financials
- Approval of Contract for Audit of Public School, 2020-2021 School Year
- Approval to Authorize School Admin. Team and Legal Counsel to negotiate OKCPS Charter Contract Renewal and Lease Renewal
- Approval to Authorize School Admin Team and Legal Counsel to offer employment contracts for 2021-2022 school year

Principal's Report — **Ruthie Rayner, Principal**

- Approval of Calendar Based Upon Hours and Academic Calendar for 2021-2022 School Year

New Business

Adjourn — **5:00 p.m.**

Next Meeting: Monday, June 7, 2021

STANLEY HUPFELD ACADEMY (SHA) at Western Village
ADVISORY COUNCIL, MINUTES OF MEETING
April 5, 2021

ATTENDEES

Voting Members in attendance: Christina Adcox, Tobi Campbell, Keith Cassell, Eric Harmon, Stanley Hupfeld, Ken Lawson, Pam Millington, Charles Peoples, John Vera, Rosalynn Wade

Voting Members absent: Mike Hatch, David Jackson

School Staff & Guests in attendance: Julie Dolf, Heather Meldrum, Ruthie Rayner

MINUTES

On a motion by Pam Millington, seconded by Keith Cassell, **Minutes of the December 7, 2020** Advisory Board meeting were unanimously approved.

DIRECTOR'S REPORT

Financial & Facility

Income Statements and Monthly Financial Reports including: Compilation Report; Statement of Assets, Liabilities and Net Assets – Cash Basis; Statement of Revenue and Expenses – General Fund – Cash Basis; Detailed Revenue Summary – General Fund – Cash Basis; and Statement of Expenses Two Year Comparisons by Project, Object – General Fund – Cash Basis, for periods **ended 11/20/20, 12/31/20, 1/31/21 and 2/28/21** were reviewed and unanimously accepted as presented, on a motion by Ken Lawson, seconded by John Vera.

Contract for Audit

On a motion by Charles Peoples, seconded by Eric Harmon, the board unanimously approved the **Contract for Audit of Public Schools** for year ended June 30, 2021, with vendor Britton, Kuykendall & Miller, Certified Public Accountants.

Charter Contract & Lease/OKCPS

The proposed agreement terms were reviewed and discussed. On a motion by Keith Cassell, seconded by Ken Lawson, the Board unanimously agreed to authorize the SHA administrative and legal team to finalize the negotiation of terms with OKCPS, and process the documents for signature.

Employment Contracts

Staff Employment Contracts, Salaries and Staffing Assignments for 2021-2022, including the authorization for 4 full-time new hires to fill existing open teaching positions, were unanimously approved on a motion by Eric Harmon, seconded by Christina Adcox.

PRINCIPAL'S REPORT

Calendar & Based Upon Hours

The board unanimously approved the application to the OSDE for operation under a school-hours policy for the 2021-2022 school year, and approved the 2021-2022 SHA Academic Calendar as presented, on a motion by Charles Peoples, seconded by Pam Millington.

NEW BUSINESS

None

ADJOURN

There being no further business, the meeting was adjourned at 4:50 p.m.

NEXT MEETING: June 7, 2021

Approved: _____Ruthie Rayner, Secretary

STANLEY HUPFELD ACADEMY (SHA) at Western Village
ADVISORY COUNCIL, MINUTES OF MEETING
December 7, 2020

ATTENDEES

Voting Members in attendance: Christina Adcox, Tobi Campbell, Keith Cassell, Stanley Hupfeld, David Jackson, Pam Millington, Charles Peoples, John Vera

Voting Members absent: Eric Harmon, Mike Hatch, Ken Lawson, Rosalynn Wade

School Staff & Guests in attendance: Ruthie Rayner

MINUTES

On a motion by David Jackson, seconded by Charles Peoples, **Minutes of the October 5, 2020** Advisory Board meeting were unanimously approved.

DIRECTOR'S REPORT

Financial & Facility

Income Statements and Monthly Financial Reports including: Compilation Report; Statement of Assets, Liabilities and Net Assets – Cash Basis; Statement of Revenue and Expenses – General Fund – Cash Basis; Detailed Revenue Summary – General Fund – Cash Basis; and Statement of Expenses Two Year Comparisons by Project, Object – General Fund – Cash Basis, for periods **ended September 30, 2020 and October 31, 2020** were reviewed and unanimously accepted as presented, on a motion by Keith Cassell, seconded by Stanley Hupfeld.

Audit Report

On a motion by Christina Adcox, seconded by Stanley Hupfeld, the Financial Statements and Independent Auditor's Report for fiscal year ended June 30, 2020 were unanimously accepted as presented by James Kuykendall of Britton, Kuykendall & Miller, CPAs.

Adopt a Family

Mrs. Campbell reported that INTEGRIS caregivers have adopted 45 SHA families-in-need. Appreciation was expressed to SHA Counselor, Heather Meldrum, for coordinating this effort.

PRINCIPAL'S REPORT

Mrs. Rayner presented: A holiday video message from the SHA students; OSDE Differentiated Monitoring Results (DMR); Update on NAEP 2021 assessments, and the SHA Grant Update for period ended 12/2/20.

NEW BUSINESS

None

ADJOURN

There being no further business, the meeting was adjourned at 4:30 p.m.

NEXT MEETING: February 1, 2021

Approved: _____Ruthie Rayner, Secretary

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending November 30, 2020

CURRENT MONTH						YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
254,111	229,035	25,075	F	10.95	OTHER REVENUE	864,755	1,145,176	280,421	U	24.49
254,111	**229,035**	**25,075**	**F**	**10.95**	**TOTAL REVENUE**	**864,755**	**1,145,176**	**280,421**	**U**	**24.49**
159,888	170,576	10,687	F	6.27	SALARIES AND BENEFITS	808,840	852,879	44,039	F	5.16
1,250	2,112	862	F	40.83	PROFESSIONAL FEES	12,750	10,562	2,188	U	20.71
3,582	10,792	7,209	F	66.80	SUPPLIES AND MATERIALS	31,970	53,959	21,989	F	40.75
11,654	32,077	20,422	F	63.67	PURCHASED SERVICES	73,134	160,383	87,249	F	54.40
5,301	11,201	5,899	F	52.67	UTILITIES/RENTAL/OTHER	68,542	56,003	12,540	U	22.39
4,717	5,080	363	F	7.14	DEPRECIATION/AMORTIZATION	24,127	25,788	1,662	F	6.44
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
186,394	**231,837**	**45,443**	**F**	**19.60**	**TOTAL EXPENSES**	**1,019,363**	**1,159,575**	**140,212**	**F**	**12.09**
67,717	**(2,802)**	**70,519**	**F**		**INCOME FROM OPERATIONS**	**(154,608)**	**(14,398)**	**140,210**	**U**	**973.81**
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
67,717	**(2,802)**	**70,519**	**F**		**NET INC/(LOSS) before Mkt Chg**	**(154,608)**	**(14,398)**	**140,210**	**U**	**973.81**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
67,717	**(2,802)**	**70,519**	**F**		**NET INC/(LOSS) before Unusual**	**(154,608)**	**(14,398)**	**140,210**	**U**	**973.81**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
67,717	**(2,802)**	**70,519**	**F**		**NET INCOME/(LOSS)**	**(154,608)**	**(14,398)**	**140,210**	**U**	**973.81**

STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

NOVEMBER 30, 2020

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

December 1, 2020

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of November 30, 2020 and the related statements of revenues and expenses – cash basis for the five (5) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
WWW.JENKINSKEMPER.COM

STANLEY HUPFELD ACADEMY
NOVEMBER 30, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 288,647.55
Total Assets	288,647.55
Liabilities	
Outstanding payments 2020-21	27,205.30
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	31,829.93
Cash Fund Balance	$ 256,817.62

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 11/30/2019	% of YTD to Budj.	2020-21 Budgeted	2020-21 11/30/2020	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64	3,261.46	49.2%			N/A
Commissions	1460	476.92		0.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	4,636.05	58.4%			N/A
Contributions and Donations	1610	250,100.00	250,100.00	100.0%	500,000.00	100,000.00	20.0%
Student Lunches	1710	797.50	737.50	92.5%			N/A
Adult Lunches	1730	127.25	56.50	44.4%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	696,145.00	36.1%	1,855,958.75	668,276.23	36.0%
Flexible Benefit	3250	184,530.12	68,226.71	37.0%	184,530.12	67,519.48	36.6%
Reading Sufficiency	3415	13,279.86		0.0%			N/A
Textbooks	3420	15,961.05	5,706.17	35.8%	15,762.13	15,762.13	100.0%
State Matching	3720	2,342.96		0.0%	2,225.81		0.0%
Title I	4210	134,167.43	11,756.55	8.8%	160,000.00	4,566.13	2.9%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57	20,847.82	97.3%		23,004.98	N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58	15,945.00	32.3%	55,000.00	9,139.73	16.6%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%			N/A
Title IV, Part A Student Support	4442	15,000.00	15,000.00	100.0%	15,000.00	10,000.00	66.7%
CARES Act & Incentive	4689			N/A	114,000.00	15,781.58	13.8%
Federal Lunches	4710	125,963.08	34,605.95	27.5%	177,341.60	15,987.60	9.0%
Federal Breakfasts	4720	47,854.77	14,845.14	31.0%		9,331.54	N/A
Fresh Fruits/Vegetable Program	4760	12,857.52		0.0%		11,047.31	N/A
Correcting Entry	5600	355.14		0.0%		8.25	N/A
Total revenue		2,851,653.67	1,175,910.99	41.2%	3,079,818.41	964,763.23	31.3%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	1,316,892.45		3,353,426.99	1,238,371.81	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	804,712.72	41.3%	2,050,000.00	778,501.43	38.0%
Non-payroll	300-900	781,132.64	267,352.61	34.2%	1,100,000.00	203,052.76	18.5%
Total expenditures		2,727,725.70	1,072,065.33	39.3%	3,150,000.00	981,554.19	31.2%
Ending Balance		$ 273,608.58	244,827.12		203,426.99	256,817.62	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October					167,069.06	16,879.89		27,220.91		211,169.86
November		8.25			167,069.06	16,879.86		16,809.14	53,352.69	254,119.00
December										-
January										-
February										-
March										-
April										-
May										-
June										-
Totals	-	8.25	100,000.00	-	668,276.23	83,281.61	-	44,030.05	69,167.09	964,763.23

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 11/30/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 11/30/2020	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	488,534.68	41.87%	1,250,000.00	510,371.37	40.83%
Employee Benefits	200	328,329.76	135,809.82	41.36%	390,000.00	122,381.17	31.38%
Worker's Compensation	290	6,654.93	329.94	4.96%	15,500.00	45.72	0.29%
Management Services	310	6,000.00	2,500.00	41.67%	72,500.00	2,000.00	2.76%
Professional-Education Services	320	1,226.41	360.00	29.35%	50,000.00		0.00%
Accounting Services	331	41,200.00	13,750.00	33.37%	40,000.00	12,000.00	30.00%
Medical Services	336	40,002.60	12,591.30	31.48%	52,000.00	14,189.24	27.29%
Security Services	344	2,235.00	4,409.04	197.27%	1,000.00	1,200.00	120.00%
Tech Related Services	346	94.04		0.00%	-	385.00	N/A
Legal Services	350	4,154.30		0.00%	-	2,500.00	N/A
Professional Empl Training	360		806.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	4,520.35	38.40%	14,000.00	4,117.55	29.41%
Cleaning Services	420	38,445.75	14,455.75	37.60%	40,000.00	9,208.49	23.02%
Repairs and Maint. Services	430	15,168.91	12,122.79	79.92%	150,000.00	4,852.85	3.24%
Rental Services	440	3,809.61	3,456.76	90.74%	10,000.00	10,154.91	101.55%
Student Transportation	511	1,455.00		0.00%	-		N/A
Insurance	520	35,914.00	19,898.52	55.41%	40,000.00	32,780.18	81.95%
Communications Services	530	10,767.21	4,116.74	38.23%	9,500.00	4,518.00	47.56%
Advertising	540	179.20		0.00%		179.17	N/A
Printing and Binding	550	4,373.02	1,514.86	34.64%	1,500.00	491.50	32.77%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	13,076.14	44.12%	110,000.00	15,324.65	13.93%
Energy	620	45,147.35	21,820.77	48.33%	50,000.00	12,999.23	26.00%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	3,558.74	#######	7,500.00	1,551.18	20.68%
Equipment and Furniture	650	13,807.79	16,235.64	117.58%	20,000.00	14,927.84	74.64%
Awards, Gifts, Decorations	682	9,816.05	3,408.77	34.73%	15,000.00	1,800.34	12.00%
Technology Related Hardware	733	83,956.48	81,609.04	97.20%	85,000.00		0.00%
Dues and Fees	810	4,321.92	2,764.67	63.97%	4,250.00	2,545.00	59.88%
Staff Registration & Tuition	860	1,055.00	1,022.16	96.89%	250.00	120.00	48.00%
Donations	881	870.76		0.00%	-		N/A
Reimbursement	930	355.14		0.00%		8.25	N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59	20,884.35	36.11%	55,000.00	20,048.28	36.45%
Subtotal		1,965,501.67	883,557.24	44.95%	2,484,000.00	800,769.92	32.24%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69		0.00%	225,000.00		0.00%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	8,139.87	51.39%	10,000.00	4,961.35	49.61%
Subtotal		191,157.52	8,139.87	4.26%	245,000.00	4,961.35	2.03%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	75,627.55	34.93%	185,000.00	78,098.35	42.22%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	78,165.67	42.27%	165,000.00	53,046.24	32.15%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	78,165.67	42.27%	175,000.00	53,046.24	30.31%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 11/30/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 11/30/2020	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	26,575.00	53.19%	60,000.00	14,604.30	24.34%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	26,575.00	53.19%	61,000.00	14,604.30	23.94%
Cares Act (Proj. 788)							
Personnel Services - Salaries	100					22,859.92	
Personnel Services - Empl Benefits	200					7,214.11	
Subtotal						30,074.03	
Grand Total		2,727,725.70	1,072,065.33	39.30%	3,150,000.00	981,554.19	31.16%
Payroll Expenses	100-200	1,946,593.06	804,712.72	41.34%	2,050,000.00	778,501.43	37.98%
Non-Payroll Expenses	300-900	781,132.64	267,352.61	34.23%	1,100,000.00	203,052.76	18.46%
Totals		2,727,725.70	1,072,065.33	39.30%	3,150,000.00	981,554.19	31.16%

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending December 31, 2020

CURRENT MONTH						YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
205,359	229,035	23,676	U	10.34	OTHER REVENUE	1,070,114	1,374,212	304,098	U	22.13
205,359	**229,035**	**23,676**	**U**	**10.34**	**TOTAL REVENUE**	**1,070,114**	**1,374,212**	**304,098**	**U**	**22.13**
173,611	170,576	3,035	U	1.78	SALARIES AND BENEFITS	982,451	1,023,454	41,004	F	4.01
5,950	2,112	3,838	U	181.66	PROFESSIONAL FEES	18,700	12,675	6,025	U	47.54
6,193	10,792	4,599	F	42.61	SUPPLIES AND MATERIALS	38,163	64,751	26,588	F	41.06
19,122	32,077	12,955	F	40.39	PURCHASED SERVICES	92,256	192,460	100,204	F	52.06
10,925	11,201	276	F	2.46	UTILITIES/RENTAL/OTHER	79,467	67,203	12,264	U	18.25
4,717	5,156	439	F	8.51	DEPRECIATION/AMORTIZATION	28,844	30,944	2,101	F	6.79
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
220,518	**231,913**	**11,395**	**F**	**4.91**	**TOTAL EXPENSES**	**1,239,881**	**1,391,488**	**151,607**	**F**	**10.90**
(15,159)	**(2,878)**	**12,281**	**U**	**426.74**	**INCOME FROM OPERATIONS**	**(169,767)**	**(17,276)**	**152,491**	**U**	**882.67**
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
(15,159)	**(2,878)**	**12,281**	**U**	**426.74**	**NET INC/(LOSS) before Mkt Chg**	**(169,767)**	**(17,276)**	**152,491**	**U**	**882.67**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
(15,159)	**(2,878)**	**12,281**	**U**	**426.74**	**NET INC/(LOSS) before Unusual**	**(169,767)**	**(17,276)**	**152,491**	**U**	**882.67**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
(15,159)	**(2,878)**	**12,281**	**U**	**426.74**	**NET INCOME/(LOSS)**	**(169,767)**	**(17,276)**	**152,491**	**U**	**882.67**

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STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

DECEMBER 31, 2020

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

January 5, 2021

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of December 31, 2020 and the related statements of revenues and expenses – cash basis for the six (6) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

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STANLEY HUPFELD ACADEMY
DECEMBER 31, 2020
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 289,549.73
Total Assets	289,549.73
Liabilities	
Outstanding payments 2020-21	48,206.10
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	52,830.73
Cash Fund Balance	$ 236,719.00

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 12/31/2019	% of YTD to Budj.	2020-21 Budgeted	2020-21 12/31/2020	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64	3,261.46	49.2%			N/A
Commissions	1460	476.92		0.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	5,202.97	65.5%		31.42	N/A
Contributions and Donations	1610	250,100.00	250,100.00	100.0%	500,000.00	100,000.00	20.0%
Student Lunches	1710	797.50	775.00	97.2%			N/A
Adult Lunches	1730	127.25	56.50	44.4%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	870,182.00	45.1%	1,855,958.75	835,345.29	45.0%
Flexible Benefit	3250	184,530.12	85,283.39	46.2%	184,530.12	83,702.82	45.4%
Reading Sufficiency	3415	13,279.86		0.0%		12,836.25	N/A
Textbooks	3420	15,961.05	7,132.71	44.7%	15,762.13	15,762.13	100.0%
State Matching	3720	2,342.96		0.0%	2,225.81		0.0%
Title I	4210	134,167.43	42,317.85	31.5%	160,000.00	4,566.13	2.9%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57	20,847.82	97.3%		23,004.98	N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58	26,575.00	53.8%	55,000.00	9,139.73	16.6%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%			N/A
Title IV, Part A Student Support	4442	15,000.00	15,000.00	100.0%	15,000.00	10,000.00	66.7%
CARES Act & Incentive	4689			N/A	114,000.00	15,781.58	13.8%
Federal Lunches	4710	125,963.08	53,427.37	42.4%	177,341.60	22,471.20	12.7%
Federal Breakfasts	4720	47,854.77	21,959.91	45.9%		12,118.12	N/A
Fresh Fruits/Vegetable Program	4760	12,857.52	5,385.47	41.9%		11,047.31	N/A
Correcting Entry	5600	355.14	74.64	21.0%		8.25	N/A
Total revenue		2,851,653.67	1,441,623.23	50.6%	3,079,818.41	1,170,153.48	38.0%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	1,582,604.69		3,353,426.99	1,443,762.06	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	981,190.85	50.4%	2,050,000.00	931,435.01	45.4%
Non-payroll	300-900	781,132.64	345,818.16	44.3%	1,100,000.00	275,608.05	25.1%
Total expenditures		2,727,725.70	1,327,009.01	48.6%	3,150,000.00	1,207,043.06	38.3%
Ending Balance		$ 273,608.58	255,595.68		203,426.99	236,719.00	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October					167,069.06	16,879.89		27,220.91		211,169.86
November		8.25			167,069.06	16,879.86		16,809.14	53,352.69	254,119.00
December		31.42			167,069.06	29,019.59		9,270.18		205,390.25
January										-
February										-
March										-
April										-
May										-
June										-
Totals	-	39.67	100,000.00	-	835,345.29	112,301.20	-	53,300.23	69,167.09	1,170,153.48

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 12/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 12/31/2020	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	608,529.66	52.15%	1,250,000.00	601,488.14	48.12%
Employee Benefits	200	328,329.76	165,846.14	50.51%	390,000.00	145,485.25	37.30%
Worker's Compensation	290	6,654.93	329.94	4.96%	15,500.00	5,685.72	36.68%
Management Services	310	6,000.00	3,000.00	50.00%	72,500.00	3,000.00	4.14%
Professional-Education Services	320	1,226.41	360.00	29.35%	50,000.00	-	0.00%
Accounting Services	331	41,200.00	16,750.00	40.66%	40,000.00	21,450.00	53.63%
Medical Services	336	40,002.60	15,186.30	37.96%	52,000.00	15,261.36	29.35%
Security Services	344	2,235.00	1,875.00	83.89%	1,000.00	1,260.00	126.00%
Tech Related Services	346	94.04	94.04	100.00%	-	439.30	N/A
Legal Services	350	4,154.30	3,366.80	81.04%	-	2,500.00	N/A
Professional Empl Training	360		806.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	5,580.78	47.41%	14,000.00	5,011.59	35.80%
Cleaning Services	420	38,445.75	17,955.75	46.70%	40,000.00	13,358.49	33.40%
Repairs and Maint. Services	430	15,168.91	12,122.79	79.92%	150,000.00	7,090.35	4.73%
Rental Services	440	3,809.61	3,536.76	92.84%	10,000.00	10,846.58	108.47%
Student Transportation	511	1,455.00	1,035.00	71.13%	-		N/A
Insurance	520	35,914.00	21,826.10	60.77%	40,000.00	36,016.65	90.04%
Communications Services	530	10,767.21	4,443.69	41.27%	9,500.00	5,796.41	61.01%
Advertising	540	179.20	179.20	100.00%		179.17	N/A
Printing and Binding	550	4,373.02	1,851.44	42.34%	1,500.00	815.45	54.36%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	15,583.84	52.59%	110,000.00	15,640.74	14.22%
Energy	620	45,147.35	24,822.61	54.98%	50,000.00	18,177.17	36.35%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	3,558.74	#######	7,500.00	1,798.88	23.99%
Equipment and Furniture	650	13,807.79	16,271.58	117.84%	20,000.00	15,908.68	79.54%
Awards, Gifts, Decorations	682	9,816.05	4,474.38	45.58%	15,000.00	2,355.08	15.70%
Technology Related Hardware	733	83,956.48	81,609.04	97.20%	85,000.00	12,302.48	14.47%
Dues and Fees	810	4,321.92	2,764.67	63.97%	4,250.00	4,188.25	98.55%
Staff Registration & Tuition	860	1,055.00	330.00	31.28%	250.00	120.00	48.00%
Donations	881	870.76	747.16	85.81%	-		N/A
Reimbursement	930	355.14	236.14	66.49%		8.25	N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59	26,105.46	45.14%	55,000.00	25,060.35	45.56%
Subtotal		1,965,501.67	1,061,179.42	53.99%	2,484,000.00	971,314.34	39.10%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69	50,101.57	28.58%	225,000.00		0.00%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	8,912.97	56.27%	10,000.00	6,155.70	61.56%
Subtotal		191,157.52	59,014.54	30.87%	245,000.00	6,155.70	2.51%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	90,753.06	41.91%	185,000.00	93,348.48	50.46%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	84,171.99	45.52%	165,000.00	69,206.72	41.94%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	84,171.99	45.52%	175,000.00	69,206.72	39.55%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 12/31/2019	% of YTD to Budg.	2020-21 Budgeted	2020-21 12/31/2020	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	31,890.00	63.83%	60,000.00	21,906.42	36.51%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	31,890.00	63.83%	61,000.00	21,906.42	35.91%
Cares Act (Proj. 788)							
Personnel Services - Salaries	100					34,289.88	
Personnel Services - Empl Benefits	200					10,821.52	
Subtotal						45,111.40	
Grand Total		2,727,725.70	1,327,009.01	48.65%	3,150,000.00	1,207,043.06	38.32%
Payroll Expenses	100-200	1,946,593.06	981,190.85	50.41%	2,050,000.00	931,435.01	45.44%
Non-Payroll Expenses	300-900	781,132.64	345,818.16	44.27%	1,100,000.00	275,608.05	25.06%
Totals		2,727,725.70	1,327,009.01	48.65%	3,150,000.00	1,207,043.06	38.32%

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending January 31, 2021

CURRENT MONTH							YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION		ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE		0	0	0	F	0
200,836	229,035	28,199	U	12.31	OTHER REVENUE		1,270,950	1,603,247	332,297	U	20.73
200,836	**229,035**	**28,199**	**U**	**12.31**	**TOTAL REVENUE**		**1,270,950**	**1,603,247**	**332,297**	**U**	**20.73**
159,701	170,576	10,875	F	6.38	SALARIES AND BENEFITS		1,142,152	1,194,030	51,878	F	4.34
1,250	2,112	862	F	40.83	PROFESSIONAL FEES		19,950	14,787	5,163	U	34.91
6,283	10,792	4,508	F	41.78	SUPPLIES AND MATERIALS		44,447	75,543	31,096	F	41.16
13,417	32,077	18,660	F	58.17	PURCHASED SERVICES		105,672	224,536	118,864	F	52.94
5,912	11,201	5,288	F	47.22	UTILITIES/RENTAL/OTHER		85,379	78,404	6,975	U	8.90
4,829	5,156	327	F	6.33	DEPRECIATION/AMORTIZATION		33,673	36,100	2,427	F	6.72
0	0	0	U	0	NET BAD DEBT EXPENSE		0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE		0	0	0	U	0
191,392	**231,913**	**40,521**	**F**	**17.47**	**TOTAL EXPENSES**		**1,431,273**	**1,623,401**	**192,128**	**F**	**11.83**
9,444	**(2,878)**	**12,321**	**F**	**428.14**	**INCOME FROM OPERATIONS**		**(160,324)**	**(20,154)**	**140,170**	**U**	**695.49**
0	0	0	F	0	NON OPERATING INCOME		0	0	0	F	0
9,444	**(2,878)**	**12,321**	**F**	**428.14**	**NET INC/(LOSS) before Mkt Chg**		**(160,324)**	**(20,154)**	**140,170**	**U**	**695.49**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE		0	0	0	F	0
9,444	**(2,878)**	**12,321**	**F**	**428.14**	**NET INC/(LOSS) before Unusual**		**(160,324)**	**(20,154)**	**140,170**	**U**	**695.49**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)		0	0	0	F	0
9,444	**(2,878)**	**12,321**	**F**	**428.14**	**NET INCOME/(LOSS)**		**(160,324)**	**(20,154)**	**140,170**	**U**	**695.49**

STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

JANUARY 31, 2021

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

February 5, 2021

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of January 31, 2021 and the related statements of revenues and expenses – cash basis for the seven (7) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

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Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Oklahoma Information Technology School.

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

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STANLEY HUPFELD ACADEMY
JANUARY 31, 2021
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 272,149.89
Total Assets	272,149.89
Liabilities	
Outstanding payments 2020-21	25,765.60
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	30,390.23
Cash Fund Balance	$ 241,759.66

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 1/31/2020	% of YTD to Budj.	2020-21 Budgeted	2020-21 1/31/2021	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64	3,261.46	49.2%			N/A
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Title I	4210	134,167.43	58,194.99	43.4%	160,000.00	4,566.13	2.9%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57	20,847.82	97.3%		23,004.98	N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58	31,890.00	64.6%	55,000.00	9,139.73	16.6%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%			N/A
Title IV, Part A Student Support	4442	15,000.00	15,000.00	100.0%	15,000.00	10,000.00	66.7%
CARES Act & Incentive	4689			N/A	114,000.00	47,344.41	41.5%
Federal Lunches	4710	125,963.08	69,555.19	55.2%	177,341.60	22,471.20	12.7%
Federal Breakfasts	4720	47,854.77	28,056.85	58.6%		12,118.12	N/A
Fresh Fruits/Vegetable Program	4760	12,857.52	5,385.47	41.9%		12,434.96	N/A
Correcting Entry	5600	355.14	236.14	66.5%		8.25	N/A
Total revenue		2,851,653.67	1,687,941.85	59.2%	3,079,818.41	1,370,989.43	44.5%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	1,828,923.31		3,353,426.99	1,644,598.01	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	1,143,454.30	58.7%	2,050,000.00	1,076,075.54	52.5%
Non-payroll	300-900	781,132.64	439,544.45	56.3%	1,100,000.00	326,762.81	29.7%
Total expenditures		2,727,725.70	1,582,998.75	58.0%	3,150,000.00	1,402,838.35	44.5%
Ending Balance		$ 273,608.58	245,924.56		203,426.99	241,759.66	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October					167,069.06	16,879.89		27,220.91		211,169.86
November		8.25			167,069.06	16,879.86		16,809.14	53,352.69	254,119.00
December		31.42			167,069.06	29,019.59		9,270.18		205,390.25
January					151,636.59	16,248.88		1,387.65	31,562.83	200,835.95
February										-
March										-
April										-
May										-
June										-
Totals	-	39.67	100,000.00	-	986,981.88	128,550.08	-	54,687.88	100,729.92	1,370,989.43

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 1/31/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 1/31/2021	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	697,068.50	59.74%	1,250,000.00	686,003.23	54.88%
Employee Benefits	200	328,329.76	192,951.39	58.77%	390,000.00	165,812.64	42.52%
Worker's Compensation	290	6,654.93	5,925.53	89.04%	15,500.00	5,703.42	36.80%
Management Services	310	6,000.00	3,500.00	58.33%	72,500.00	3,500.00	4.83%
Professional-Education Services	320	1,226.41	360.00	29.35%	50,000.00		0.00%
Accounting Services	331	41,200.00	19,750.00	47.94%	40,000.00	24,450.00	61.13%
Medical Services	336	40,002.60	19,833.80	49.58%	52,000.00	15,261.36	29.35%
Security Services	344	2,235.00	1,935.00	86.58%	1,000.00	1,397.50	139.75%
Tech Related Services	346	94.04	94.04	100.00%	-	439.30	N/A
Legal Services	350	4,154.30	3,726.80	89.71%	-	2,500.00	N/A
Professional Empl Training	360		806.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	6,564.36	55.76%	14,000.00	6,030.40	43.07%
Cleaning Services	420	38,445.75	21,455.75	55.81%	40,000.00	16,918.49	42.30%
Repairs and Maint. Services	430	15,168.91	13,443.79	88.63%	150,000.00	16,920.95	11.28%
Rental Services	440	3,809.61	3,616.76	94.94%	10,000.00	11,538.25	115.38%
Student Transportation	511	1,455.00	1,295.00	89.00%	-		N/A
Insurance	520	35,914.00	26,070.68	72.59%	40,000.00	39,253.12	98.13%
Communications Services	530	10,767.21	5,484.90	50.94%	9,500.00	6,556.63	69.02%
Advertising	540	179.20	179.20	100.00%		179.17	N/A
Printing and Binding	550	4,373.02	1,930.40	44.14%	1,500.00	820.62	54.71%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	19,084.18	64.40%	110,000.00	18,324.08	16.66%
Energy	620	45,147.35	31,273.45	69.27%	50,000.00	18,866.59	37.73%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	3,558.74	#######	7,500.00	1,798.88	23.99%
Equipment and Furniture	650	13,807.79	17,157.04	124.26%	20,000.00	16,148.67	80.74%
Awards, Gifts, Decorations	682	9,816.05	5,214.48	53.12%	15,000.00	2,426.76	16.18%
Technology Related Hardware	733	83,956.48	81,609.04	97.20%	85,000.00	15,102.46	17.77%
Dues and Fees	810	4,321.92	2,764.67	63.97%	4,250.00	4,188.25	98.55%
Staff Registration & Tuition	860	1,055.00	855.00	81.04%	250.00	120.00	48.00%
Donations	881	870.76	747.16	85.81%	-		N/A
Reimbursement	930	355.14	236.14	66.49%		8.25	N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59	31,228.77	54.00%	55,000.00	29,609.45	53.84%
Subtotal		1,965,501.67	1,219,720.98	62.06%	2,484,000.00	1,109,948.47	44.68%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69	98,329.54	56.09%	225,000.00		0.00%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	11,513.82	72.69%	10,000.00	8,476.20	84.76%
Subtotal		191,157.52	109,843.36	57.46%	245,000.00	8,476.20	3.46%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	106,382.57	49.13%	185,000.00	108,598.61	58.70%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	109,846.84	59.40%	165,000.00	86,452.49	52.40%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	109,846.84	59.40%	175,000.00	86,452.49	49.40%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 1/31/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 1/31/2021	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	37,205.00	74.47%	60,000.00	29,208.57	48.68%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	37,205.00	74.47%	61,000.00	29,208.57	47.88%
Cares Act (Proj. 788)							
Personnel Services - Salaries	100					45,719.84	
Personnel Services - Empl Benefits	200					14,434.17	
Subtotal						60,154.01	
Grand Total		2,727,725.70	1,582,998.75	58.03%	3,150,000.00	1,402,838.35	44.53%
Payroll Expenses	100-200	1,946,593.06	1,143,454.30	58.74%	2,050,000.00	1,076,075.54	52.49%
Non-Payroll Expenses	300-900	781,132.64	439,544.45	56.27%	1,100,000.00	326,762.81	29.71%
Totals		2,727,725.70	1,582,998.75	58.03%	3,150,000.00	1,402,838.35	44.53%

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending February 28, 2021

CURRENT MONTH ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	YEAR TO DATE ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
257,619	229,035	28,584	F	12.48	OTHER REVENUE	1,528,569	1,832,282	303,714	U	16.58
257,619	**229,035**	**28,584**	**F**	**12.48**	**TOTAL REVENUE**	**1,528,569**	**1,832,282**	**303,714**	**U**	**16.58**
160,900	170,576	9,675	F	5.67	SALARIES AND BENEFITS	1,303,052	1,364,606	61,554	F	4.51
2,500	2,112	388	U	18.34	PROFESSIONAL FEES	22,450	16,900	5,550	U	32.84
4,753	10,792	6,038	F	55.95	SUPPLIES AND MATERIALS	49,200	86,335	37,134	F	43.01
60,050	32,077	27,973	U	87.21	PURCHASED SERVICES	165,722	256,613	90,891	F	35.42
(40,582)	11,201	51,783	F	462.32	UTILITIES/RENTAL/OTHER	44,797	89,604	44,807	F	50.01
4,980	5,156	177	F	3.42	DEPRECIATION/AMORTIZATION	38,653	41,256	2,604	F	6.31
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
192,601	**231,913**	**39,312**	**F**	**16.95**	**TOTAL EXPENSES**	**1,623,874**	**1,855,314**	**231,440**	**F**	**12.47**
65,018	**(2,878)**	**67,896**	**F**		**INCOME FROM OPERATIONS**	**(95,306)**	**(23,032)**	**72,274**	**U**	**313.80**
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
65,018	**(2,878)**	**67,896**	**F**		**NET INC/(LOSS) before Mkt Chg**	**(95,306)**	**(23,032)**	**72,274**	**U**	**313.80**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
65,018	**(2,878)**	**67,896**	**F**		**NET INC/(LOSS) before Unusual**	**(95,306)**	**(23,032)**	**72,274**	**U**	**313.80**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
65,018	**(2,878)**	**67,896**	**F**		**NET INCOME/(LOSS)**	**(95,306)**	**(23,032)**	**72,274**	**U**	**313.80**

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STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

FEBRUARY 28, 2021

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

March 1, 2021

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of February 28, 2021 and the related statements of revenues and expenses – cash basis for the eight (8) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
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STANLEY HUPFELD ACADEMY
FEBRUARY 28, 2021
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 333,123.47
Total Assets	333,123.47
Liabilities	
Outstanding payments 2020-21	68,010.89
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	72,635.52
Cash Fund Balance	$ 260,487.95

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 2/29/2020	% of YTD to Budj.	2020-21 Budgeted	2020-21 2/28/2021	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64	3,261.46	49.2%			N/A
Commissions	1460	476.92	476.92	100.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	4,947.45	62.3%		55.67	N/A
Contributions and Donations	1610	250,100.00	250,100.00	100.0%	500,000.00	100,000.00	20.0%
Student Lunches	1710	797.50	797.50	100.0%			N/A
Adult Lunches	1730	127.25	56.50	44.4%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	1,214,452.00	63.0%	1,855,958.75	1,151,478.86	62.0%
Flexible Benefit	3250	184,530.12	116,253.97	63.0%	184,530.12	116,200.58	63.0%
Reading Sufficiency	3415	13,279.86	13,279.86	100.0%		12,836.25	N/A
Textbooks	3420	15,961.05	10,055.46	63.0%	15,762.13	15,848.13	100.5%
State Matching	3720	2,342.96	1,171.48	50.0%	2,225.81	1,167.15	52.4%
Title I	4210	134,167.43	73,999.02	55.2%	160,000.00	57,726.90	36.1%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57	20,847.82	97.3%		23,004.98	N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58	37,205.00	75.3%	55,000.00	9,139.73	16.6%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%			N/A
Title IV, Part A Student Support	4442	15,000.00	15,000.00	100.0%	15,000.00	10,000.00	66.7%
CARES Act & Incentive	4689			N/A	114,000.00	63,131.62	55.4%
Federal Lunches	4710	125,963.08	101,488.77	80.6%	177,341.60	26,992.80	15.2%
Federal Breakfasts	4720	47,854.77	39,302.34	82.1%		14,043.64	N/A
Fresh Fruits/Vegetable Program	4760	12,857.52	10,289.52	80.0%		12,659.76	N/A
Correcting Entry	5600	355.14	236.14	66.5%		248.24	N/A
Total revenue		2,851,653.67	1,947,262.35	68.3%	3,079,818.41	1,628,872.58	52.9%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	2,088,243.81		3,353,426.99	1,902,481.16	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	1,303,783.84	67.0%	2,050,000.00	1,221,933.16	59.6%
Non-payroll	300-900	781,132.64	491,930.09	63.0%	1,100,000.00	420,060.05	38.2%
Total expenditures		2,727,725.70	1,795,713.93	65.8%	3,150,000.00	1,641,993.21	52.1%
Ending Balance		$ 273,608.58	292,529.88		203,426.99	260,487.95	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October					167,069.06	16,879.89		27,220.91		211,169.86
November		8.25			167,069.06	16,879.86		16,809.14	53,352.69	254,119.00
December		31.42			167,069.06	29,019.59		9,270.18		205,390.25
January					151,636.59	16,248.88		1,387.65	31,562.83	200,835.95
February		264.24			164,496.98	16,334.88	54,327.92	6,671.92	15,787.21	257,883.15
March										-
April										-
May										-
June										-
Totals	-	303.91	100,000.00	-	1,151,478.86	144,884.96	54,327.92	61,359.80	116,517.13	1,628,872.58

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 2/29/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 2/28/2021	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	809,014.27	69.33%	1,250,000.00	771,485.60	61.72%
Employee Benefits	200	328,329.76	219,772.24	66.94%	390,000.00	186,288.20	47.77%
Worker's Compensation	290	6,654.93	5,925.53	89.04%	15,500.00	5,703.42	36.80%
Management Services	310	6,000.00	4,000.00	66.67%	72,500.00	3,500.00	4.83%
Professional-Education Services	320	1,226.41	360.00	29.35%	50,000.00		0.00%
Accounting Services	331	41,200.00	27,950.00	67.84%	40,000.00	26,950.00	67.38%
Medical Services	336	40,002.60	27,053.22	67.63%	52,000.00	24,461.91	47.04%
Security Services	344	2,235.00	1,995.00	89.26%	1,000.00	1,535.00	153.50%
Tech Related Services	346	94.04	94.04	100.00%	-	439.30	N/A
Legal Services	350	4,154.30	4,154.30	100.00%	-	2,500.00	N/A
Professional Empl Training	360		866.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	7,743.30	65.78%	14,000.00	6,481.35	46.30%
Cleaning Services	420	38,445.75	24,955.75	64.91%	40,000.00	18,280.99	45.70%
Repairs and Maint. Services	430	15,168.91	13,503.79	89.02%	150,000.00	17,955.96	11.97%
Rental Services	440	3,809.61	3,616.76	94.94%	10,000.00	12,229.92	122.30%
Student Transportation	511	1,455.00	1,295.00	89.00%	-		N/A
Insurance	520	35,914.00	28,531.51	79.44%	40,000.00	42,530.74	106.33%
Communications Services	530	10,767.21	6,811.25	63.26%	9,500.00	7,388.58	77.77%
Advertising	540	179.20	179.20	100.00%		179.17	N/A
Printing and Binding	550	4,373.02	2,076.89	47.49%	1,500.00	820.62	54.71%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	19,694.42	66.46%	110,000.00	19,372.46	17.61%
Energy	620	45,147.35	32,426.97	71.82%	50,000.00	25,094.26	50.19%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	3,558.74	#######	7,500.00	1,798.88	23.99%
Equipment and Furniture	650	13,807.79	18,287.88	132.45%	20,000.00	19,626.12	98.13%
Awards, Gifts, Decorations	682	9,816.05	5,911.98	60.23%	15,000.00	2,702.58	18.02%
Technology Related Hardware	733	83,956.48	81,609.04	97.20%	85,000.00	15,102.46	17.77%
Dues and Fees	810	4,321.92	2,764.67	63.97%	4,250.00	4,188.25	98.55%
Staff Registration & Tuition	860	1,055.00	855.00	81.04%	250.00	120.00	48.00%
Donations	881	870.76	747.16	85.81%	-		N/A
Reimbursement	930	355.14	236.14	66.49%		248.24	N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59	36,433.56	63.00%	55,000.00	34,544.36	62.81%
Subtotal		1,965,501.67	1,392,424.02	70.84%	2,484,000.00	1,251,598.37	50.39%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69	115,293.46	65.76%	225,000.00	41,036.44	18.24%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	12,999.12	82.07%	10,000.00	10,002.35	100.02%
Subtotal		191,157.52	128,292.58	67.11%	245,000.00	51,038.79	20.83%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	122,012.08	56.35%	185,000.00	123,848.74	66.95%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	115,780.25	62.61%	165,000.00	103,799.90	62.91%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	115,780.25	62.61%	175,000.00	103,799.90	59.31%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 2/29/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 2/28/2021	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	37,205.00	74.47%	60,000.00	36,510.72	60.85%
Services/Materials	300-860			N/A	1,000.00		0.00%
Subtotal		49,958.33	37,205.00	74.47%	61,000.00	36,510.72	59.85%
Cares Act (Proj. 788)							
Personnel Services - Salaries	100					57,149.80	
Personnel Services - Empl Benefits	200					18,046.89	
Subtotal						75,196.69	
Grand Total		2,727,725.70	1,795,713.93	65.83%	3,150,000.00	1,641,993.21	52.13%
Payroll Expenses	100-200	1,946,593.06	1,303,783.84	66.98%	2,050,000.00	1,221,933.16	59.61%
Non-Payroll Expenses	300-900	781,132.64	491,930.09	62.98%	1,100,000.00	420,060.05	38.19%
Totals		2,727,725.70	1,795,713.93	65.83%	3,150,000.00	1,641,993.21	52.13%

BRITTON, KUYKENDALL, & MILLER
CERTIFIED PUBLIC ACCOUNTANTS

JAMES M. KUYKENDALL
RICK D. MILLER

204 E. FRANKLIN - P.O. BOX 507
WEATHERFORD, OK 73096
580-772-3596
FAX 580-772-3085

February 3, 2021

To the Board of Education and Superintendent
Stanley Hupfeld Academy Charter School at Western Village
1508 NW 106th
Oklahoma City, Oklahoma 73114

We are pleased to confirm our understanding of the services we are to provide Stanley Hupfeld Academy Charter School at Western Village for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Stanley Hupfeld Academy Charter School at Western Village as of and for the year ended June 30, 2021. We have also been engaged to report on supplementary information that accompanies Stanley Hupfeld Academy Charter School at Western Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

1) Combining Financial Statements by Fund Type
2) Schedule of Expenditures of Federal Awards

The document will not include the following information which we will assist you in preparing and will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will not provide an opinion or any assurance on this other information:

1) Estimate of Needs 2021-2022
2) Publication Sheet

Audit Objectives

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, in conformity with the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the first paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of Stanley Hupfeld Academy Charter School at Western Village and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of Stanley Hupfeld Academy Charter School at Western Village's

financial statements. Our report will be addressed to the Board of Education of Stanley Hupfeld Academy Charter School at Western Village. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Stanley Hupfeld Academy Charter School at Western Village is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste and abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the

financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Stanley Hupfeld Academy Charter School at Western Village's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Stanley Hupfeld Academy Charter School at Western Village in conformity with the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements. You are responsible for including all informative disclosures that are appropriate for the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education. Those disclosures will include (1) a description of the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education, including a summary of significant accounting policies, and how the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Britton, Kuykendall & Miller, CPA's, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement. With regard to an exempt offering document with which Britton, Kuykendall & Miller, CPA's is not involved, you agree to clearly indicate in the exempt

offering document that Britton, Kuykendall & Miller, CPA's is not involved with the contents of such offering document.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the regulatory basis of the financial reporting provisions of the Oklahoma State Department of Education; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; to evaluate the adequacy and results of those services; and accept responsibility for them.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever

for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations and schedules we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If for whatever reason your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

We will provide copies of our reports to the Oklahoma State Department of Education and the Oklahoma State Auditor and Inspector; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Britton, Kuykendall & Miller, CPA's and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Oklahoma State Department of Education and the Oklahoma State Auditor and Inspector or their designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Britton, Kuykendall & Miller personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Oklahoma State Department of Education or the Oklahoma State Auditor and Inspector. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

James Kuykendall is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.). We agree that our gross fee, including expenses, except the State Auditor filing fee (currently $100.00), will not exceed $6,350.00. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the contract period. Accordingly, our peer review report accompanies this letter.

We appreciate the opportunity to be of service to Stanley Hupfeld Academy Charter School at Western Village and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Britton, Kuykendall & Miller

BRITTON, KUYKENDALL & MILLER
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of Stanley Hupfeld Academy Charter School at Western Village.

Superintendent signature: _____

Title: _____

Date: _____

Board of Education signature: _____

Title: _____

Date: _____

CONTRACT FOR CHARTER SCHOOL

AGREEMENT between Independent School District No. 89 of Oklahoma County, Oklahoma, also known as Oklahoma City Public Schools, in its capacity as sponsoring school district pursuant to the Oklahoma Charter Schools Act, 70 O.S. §§3-130, et seq., and WESTERN VILLAGE ACADEMY, INC. for the operation of STANLEY HUPFELD ACADEMY AT WESTERN VILLAGE.

ARTICLE I: DEFINITIONS/INTERPRETATION

1.1 Definitions. For purposes of this Contract, and in addition to the terms defined throughout this Contract, each of the following words or expressions, whenever initially capitalized, shall have the meaning set forth in this Section:

a. "Act" means the Oklahoma Charter Schools Act as may be amended from time to time, 70 O.S. §§3-130, et seq.;

b. "Applicable Law" means all state and federal laws, rules and regulations promulgated pursuant thereto, and prevailing case law interpreting them that the charter school is required to follow;

c. "Application" means the charter school application and supporting documentation submitted by Developer and approved by the District's Board of Education (Attached as Appendix E);

d. "Board" means the Board of Education of the District;

e. "Charter" means the Charter contract adopted by the Charter School as required by §3-136 of the Act;

f. "Charter School" means the schools created by this contract and operated by Developer, known as STANLEY HUPFELD ACADEMY AT WESTERN VILLAGE,

g. "Chief Administrative Officer" means the superintendent, principal, or highest level administrator of the Charter School.

h. "Contract" means this contract between District, as sponsor of the Charter School, and Developer for the operation of Charter School;

i. "Developer" means WESTERN VILLAGE ACADEMY, INC., an Oklahoma not-for-profit corporation;

j. "District" means Independent School District No. 89 of Oklahoma County, Oklahoma, also known as Oklahoma City Public Schools;

k. "District Charter Policy" means the District Board of Education policy on Charter Schools, found at I-22.

l. "Governing Board" means the governing body for STANLEY HUPFELD

ACADEMY AT WESTERN VILLAGE which shall be responsible for the policies and operational decisions of the charter school.

m. "Initial Charter Date" means the date upon which the Charter School commences operation pursuant to this Contract; and

n. "School" means the Oklahoma not-for-profit corporation named WESTERN VILLAGE ACADEMY, INC., (the owner and operator of "CHARTER SCHOOL") or the "CHARTER SCHOOL" depending upon the sense and context in which the term is used.

1.2 Captions. The captions and headings in this Contract are included for convenience only and are not to be considered in any construction or interpretation of this Contract or any of its provisions.

1.3 Incorporation. This Contract includes the Attachments hereto; any and all amendments executed by the District and the School; any and all modifications to the Application approved by the District and the School; incorporates by reference the Application and accompanying documents; and hereby incorporates by reference the Oklahoma Charter Schools Act and applicable Department of Education rules and regulations. In the event of an inconsistency or dispute between the Application and the terms and conditions of this Contract, the language or provisions of this contract shall control. District's Charter Policy and its regulations shall apply to all charter schools which are sponsored by District. District may amend and revise its policy and its regulations, and all charter schools sponsored by District shall be subject to any such amendments and revisions following notification.

ARTICLE II: TERM OF CONTRACT

2.1 Term. The term of this Contract shall commence on July 1, 2021, and shall terminate on June 30, 2026 unless terminated as provided herein.

ARTICLE III: GOVERNANCE

3.1 Mission. The mission of the School is set forth in Appendix A.

3.2 Governance. The School, as organized and administered under the direction of the School's Governing Board, shall govern the Charter School in a manner that is consistent with the terms of this Contract so long as such provisions are in accordance with state, federal, and local law. The School shall have final authority and responsibility for the academic, financial, and organizational performance of the School, the fulfillment of this Contract, and approval of the Charter School's budgets. The Governing Board shall also have authority for and be responsible for policy and operational decisions of the Charter School. Nothing herein shall prevent the School from delegating said authority and responsibility herein to officers, employees and agents

of Charter School, including the school's governing board. The School shall govern the Charter School pursuant to the following terms and conditions:

a. Bylaws. The bylaws of the Charter School shall provide for the governance of the operation of the Charter School as a public charter school and shall at all times be consistent with this Contract and Applicable Law. The bylaws are attached to this Contract as Appendix B (initially or as amended, the "Bylaws"). Any modification to the Bylaws must be submitted to the District within five business days of approval by the Governing Board.

b. Articles of Incorporation. The Articles of Incorporation of the Developer are attached hereto as Appendix C. Any amendment to the Articles of Incorporation must be submitted to the District within five business days of being filed.

c. Composition. The composition of the Charter School's Governing Board shall at all times be determined by and consistent with its articles and bylaws and all applicable law and policy. A list of Governing Board members and contact information is attached to this Contract as Appendix D. The Governing Board shall notify the District of any changes to Appendix D within five business days of their taking effect and provide the District with the amended list. Governing Board shall not add sites, facilities, programs, or grades beyond those set forth in the Application or the Charter School Contract unless this Charter Contract is specifically amended accordingly.

d. Conflicts of Interest. Subject to 70 O.S. §3-136(A)(17) of the Act, the Governing Board acknowledges and agrees that they shall abide by the same conflict of interest requirements as members of the Oklahoma City Public Schools Board of Education.

e. Non-Commingling. Assets, funds, liabilities and financial records of the Charter School shall be kept separate from assets, funds, liabilities, and financial records of any other person, entity, or organization. In addition, the assets, funds, liabilities and financial records of the Developer and the Charter School will be kept separate from assets, funds, liabilities, and financial records of each other.

f. Taxes and Bonds. The Governing Board may not levy taxes or issue bonds.

g. Lawsuits. A charter school may enter into contracts and sue and be sued. Oklahoma City Public Schools shall not incur any liability for actions taken by the School prior to commencement of their contract, during their contract, and after the School has closed.

ARTICLE IV: SCHOOL OPERATIONS

4.1 School Operations. The Charter School and its Governing Board shall operate at all times in accordance with all federal and state laws, local ordinances, regulations and District policies applicable to charter schools.. This Contract shall prohibit the Charter School from contracting with an educational management organization or charter management organization to provide the day-to-day operations of the charter school unless this relationship is stated expressly in the approved application.

4.2 Public School Status. The Charter School shall be deemed a public school subject to all applicable provisions of local, state and federal law and regulation, specifically including but not limited to health and safety, civil rights, student assessment and assessment administration, data collection, reporting, grading, and remediation requirements, except to the extent such provisions are inapplicable to charter schools, or where such conflicts with the Act or the Charter School is otherwise exempt.

4.3 Non-Sectarian Status. The Charter School shall be non-sectarian in its programs, admissions policies, employment practices and all other operations. The School shall comply with all state and federal laws applicable to public schools concerning church-state issues and shall not be affiliated with a non-public sectarian school or religious institution.

4.4 Open Meetings and Public Records. The School and its Governing Board shall comply with and implement policies to ensure that it complies with the Oklahoma Open Meeting Act and the Oklahoma Open Records Act. The District designated contact shall receive the meeting notices, agendas and minutes at the same time as the Governing Board. The Charter School shall provide the District with a calendar of Governing Board meetings at the same time it provides such to the Oklahoma County Clerk.

4.5 Non-Discrimination. The School shall not discriminate in its operations against any student, employee or any other person on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, gender identity or expression, genetic information, alienage, military service, parental, family and marital status, or any other ground that would be unlawful if done by any other public school. The School shall not limit admission based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measures of achievement, aptitude, athletic ability, or need for special education services in accordance with Applicable Law. It shall take all steps necessary to ensure that discrimination does not occur, as required by federal civil rights law.

4.6 Financial Reporting Requirements. Monthly financial reporting will be provided to the District's designated contact no later than the 20th of the month following the actual reporting date. Monthly reporting will include copies of the statement of current month and year to date

actual revenue and expenditures versus the annual budget, monthly bank reconciliations, a detailed encumbrance report, and verification of FDIC and/or collateral coverage for funds held by any banking institution. In addition, copies of the School's annual financial reporting including the Estimate of Needs, all Oklahoma State Department of Education OCAS District reports and the annual financial audit will be provided within ten business days of the applicable certification or board approval of the report.

4.7 Administrative Records. The School will maintain all administrative records and student academic records required by law. The School agrees to make all records promptly available to the District upon request within ten business days. Administrative records include, but are not limited to personnel files, contracts and financial documents. Student academic records include, but are not limited to, admissions/enrollment records, student directory information, attendance, test scores and transcripts. The District will notify the School via e-mail and certified mail to the contact information on file for the School. If an extension of time is necessary, the School will advise the District of the requested extension prior to the original deadline via communication with the district's designee.

School shall file an annual report with the Office of Accountability in accordance with 70 O.S. §3-143 containing information requested by the Office of Accountability, including but not limited to information on enrollment, testing, curriculum, finances, and employees.

4.8 Program Audits. The Charter School shall be subject to special education compliance review. The Charter School shall be subject to review of the percentages of and reasons for student dismissal from the Charter School. The Charter School shall keep records reflecting the dismissal of any student and the reason(s) for said dismissal.

4.9 Financial Audits. The Charter School shall be subject to audits of programs and financial conditions as may be imposed by state or federal law, including but not limited to the Oklahoma Public School Audit Law, 70 O.S. §22-101, et seq.

The Charter School shall provide to the District's Superintendent or designated representative a copy of the Charter School's external audit with the board minutes documenting the governing board's action to accept the audit no later than the same date such audit is due to the Oklahoma State Department of Education.

By this same deadline, if School's audit includes any deficiencies or findings, School shall provide to the District a detailed Corrective Action Plan addressing each audit deficiency notated. In the event any issue for which School received a deficiency is cited in the following year's audit, District reserves the right to place School on probation, non-renew or terminate School's charter contract.

In the event School receives a Disclaimer of Opinion Audit, School shall be required to conduct its following year audit and provide to the District no later than October 31st. If any of the issues identified in the Disclaimer of Opinion Audit remain issues of concern in the following audit, District shall begin closure proceedings (Addendum A).

School shall provide District with access to facilities in accordance with their lease, if applicable, and records to review, monitor, verify and audit its operations as provided by this Contract. In this regard, School shall allow appropriate District administration, including but not limited to, District Superintendent and District Charter School Administrator, access to facilities upon 48 hour notice at reasonable times.

4.10 Assumption of Liability. District and School acknowledge and agree that neither party has agreed to assume any liability of the other party as a result of this agreement and that neither party has agreed to indemnify or hold the other party harmless with regard to any loss or damage arising out of this Contract or the operation of the School except as expressly provided in this Contract or any other written agreement executed between the parties. The school assumes all liability imposed on it by law. This Contract does not create any legal relationship between District and School, including but not limited to partnership and joint venture, other than that established by the Act. District and School acknowledge and agree that management decisions made by School are separate from District, and School is solely responsible for the liability resulting from those decisions. Management decisions as referred to in this section include but are not limited to decisions regarding personnel, admissions, facilities, program and curriculum, budget and finance, as well as decisions considered in the normal course of business to be management decisions.

4.11 Funding of School. Funding of School shall be in accordance with Applicable Law and the terms of this Contract. Funding by District shall be provided in the following manner:

a. Administrative Fee. District shall receive from School the applicable administrative fee which is calculated by multiplying 3% times the state aid allocation for the Charter School. By July 31 of each year, the School shall provide to the District the encumbrance for the estimated administrative fee due the District based on the initial state funding allocation. Administrative fees will be billed with the transmittal of the state aid and payment shall be received by the District by the 20th of each month.

b. State Aid Payments. District, upon confirmation of state funding received on behalf of the Charter School, will wire payment of the actual funding received within two business days of receipt of funding.

c. Fiscal Custody and Control. School shall have fiscal custody and control over funding received from District and any such funds held by School or by District on School's behalf on June 30 of each fiscal year during the term of this contract. All School funds held on June 30 of each fiscal year during the term of this agreement shall be paid to School on June 30 or as soon thereafter as practicable.

d. District Invoices. School shall be invoiced on a monthly basis for all payments due District. In the event School accumulates a balance on such payments of over 30 days past due, said balance shall be deducted as payment from the next funding payment from District to School.

4.12 Insurance. By July 15 each year, School shall provide the District with certificates of insurance and proof of worker's compensation coverage. Certificates of insurance must show public liability insurance equal to or greater than the limits of liability set forth in the Oklahoma Governmental Tort Claims Act before commencing operation of School for the current fiscal year covered by this Contract. School shall maintain sufficient property and casualty insurance to cover the value of all property in the possession of the School. School shall provide the District with certificates of insurance evidencing such coverage. A charter school shall be considered a school district for the purposes of tort liability under the Governmental Tort Claims Act.

4.13 Risk Management. The Charter School will keep and maintain records of all pending or threatened claims or charges. The Charter School shall cooperate fully with the District in the defense of any claims asserted against the District, its board members, agents or employees arising from or related to the operation of the Charter School.

4.14 Supplemental Services. To the extent that such services are available as determined by District, School may contract with District to provide services, including, but not limited to student nutrition services or transportation services for regular education and extra-curricular activities to all or part of its students, provided that such contract shall be in writing and provide for a reasonable charge to School for such services.

4.15 Facilities, Furniture and Equipment. District is under no obligation to provide facilities, furniture or equipment to School. During the term(s) of this Contract, School shall develop and maintain the following asset reporting:

a. A detailed inventory of property, assets, furniture, fixtures, and equipment, as defined by OCAS, acquired by purchase or donation by the charter school that equals the reported ending inventory in the Asset Roll forward Summary Schedule and includes the acquisition date, acquisition cost, funding source and detailed description including VIN, serial numbers or other unique identifying

information,

b. An Asset Roll Forward Summary Schedule by asset classification reflecting the prior year ending inventory, current year additions and retirements and the current year ending inventory,

c. A statement of any known asset impairment indicating any impairment or none as of the fiscal year end, and

d. An annual report providing such accounting to the District by August 31 for the previous fiscal year.

4.16 Health and Related Insurance Programs. School shall provide health and all related insurance programs available through the Employee Group Insurance division of the Office of Management and Enterprise Services (OMES) of Oklahoma.

4.17 Retirement. Pursuant to 70 O.S. §3-136, employees of a charter school may participate as members of the Teachers' Retirement System of Oklahoma in accordance with applicable statutes and rules if otherwise allowed pursuant to law. If the School does not participate in Teachers' Retirement System of Oklahoma, another retirement plan may be implemented.

4.18 Personnel Services. As provided by law, the employees of the School are not employees of the District. District does not assume any responsibility for hiring decisions or providing human resources, payroll or personnel services for School's employees.

4.19 Connectivity, Use of District Student Database Components, Provision of Statistical Information. School must implement its own Student Information System for demographic and enrollment information, student scheduling, attendance, development and production of transcripts, special education information, and student discipline. Additional required uses may be added depending on future or additional federal or state reporting and Oklahoma State Department of Education requirements related to the implementation of WAVE and the legal mandate for all school districts in Oklahoma to be "SIF" compliant, as defined in 70 O. S. §3-160(B).

School shall be familiar with the Statistical Profile published by District each year, and shall provide to District, in a timely manner, or when requested by District, all School statistics necessary to complete the profile of the school in the same form as all other schools in District.

ARTICLE V: EDUCATIONAL PROGRAM

5.1 Calendar. A charter school shall implement a calendar and daily schedule for instruction that is in compliance with state law. The Charter School will provide all employee and student calendars by May 30 of the preceding school year to the District to the District's designated

contact.

5.2 Content Standards. The School's educational program shall meet current Oklahoma Academic Standards, as set by state statutes or the Oklahoma State Department of Education.

5.3 Curriculum. The School shall implement curricula that are in compliance with 70 O.S. §3-136(A)(3) of the Act. The governing board may, without seeking District approval, make reasonable modifications to its approved curriculum to permit the School to meet its educational goals and student achievement standards. Any modifications, either individually or cumulatively, that are of such a nature or degree as to cause the approved curriculum to cease to be in operation will require approval from the District and an amendment to this Contract.

5.4 Graduation Requirements. The School's curriculum shall comply with 70 O.S. §3-136(A)(3) of the Act and shall meet all applicable graduation requirements as established by the Oklahoma State Department of Education.

5.5 Staff Qualifications. Each teacher shall possess all applicable qualifications as defined by Applicable Law.

5.6 Staff Training. The School shall provide or cause to occur any training required by Applicable Law.

5.7 Student Assessment. The School shall participate in testing of students as required by the Oklahoma School Testing Program Act and the reporting of test results as is required of a traditional public school district. The School shall also provide any necessary data to the Oklahoma State Department of Education Office of Accountability. The School shall comply with all assessment protocols and requirements as established by the Oklahoma State Department of Education, maintain test security, and administer the tests consistent with all relevant state requirements except where exempted. The School shall follow professional and ethical standards in the conduct of testing.

5.8 English Language Learners. The School shall at all times comply with all state and federal law applicable to the education of English language learners and the engagement of their families, except where exempted. The School shall provide resources and support to English language learners to enable them to acquire sufficient English language proficiency to participate in the mainstream English language instructional program.

5.9 Students with Disabilities. The School shall be responsible for providing to qualifying students such special education services as are mandated by law and regulation. School agrees to provide a free, appropriate public education to all students, including students with disabilities, in

the same manner as a traditional public school district. The School recognizes that providing a free, appropriate public education to a child with a disability may cause the School to incur significant financial obligations. The School shall be responsible for all special education costs associated with instructional-related and health services provided to special education students enrolled in School, including all costs of litigation and/or due process hearings.

The District agrees to review its records to determine existing special education eligibility and provide to the School eligible student's records including existing individualized education programs ("IEPs"). The District may be permitted to have a representative on each such student's IEP team. The expense of such representative shall be borne by the District.

It is the intent of the District to support the work of the Charter School to ensure students are being served appropriately. At the School's request, and to the extent they are available, District personnel may work with School personnel to determine placement, educational plans and other related topics with respect to students with disabilities.

5.10 Homeschool Students. In accordance with 70 O.S. §3-136 (A)(9), the Charter School shall not be used as a method of generating revenue for students who are being homeschooled. Students in a virtual program are subject to the rules and regulations of virtual school students. For purposes of this section, homeschooling excludes students who may be homebound, provided with adequate documentation of their homebound plan. Students who are on a learning plan where they may work at home on curriculum provided by the School are not considered home schooled for purposes of this section

5.11 Student Discipline. The School shall promulgate disciplinary rules and regulations for its students. Such rules and regulations shall comply with Applicable Law and shall afford all due process rights to which students are entitled, including without limitation, Section 24-101.3 of the Oklahoma School Code.

5.12 Program Description. The School shall provide a comprehensive program of instruction to all children otherwise eligible to enroll in the School. The School shall implement the program that addresses curriculum set forth in the Application as amended by the following:

School shall be authorized to offer **Pre-K** through **5th grades.**

School is not authorized to provide any program, including but not limited to any educational offering at a new location, regardless if it is an extension or duplication of current offerings, not described in the Application or subsequently submitted and approved as an amendment by the District to be included as a component of this Contract.

5.13 Admission Policy and Procedures. The School shall comply with admission and enrollment requirements as set forth in 70 O.S. §3-135. If capacity is insufficient to enroll all eligible students, the School shall select students through a lottery selection process. If School utilizes a lottery, it shall provide to the District thirty days advance notice of the date of the lottery. The District shall be entitled to have a representative present at the School's lottery. Such representative will be present for monitoring purposes only. The School should utilize admission guidance put out by the Oklahoma Public School Resource Center.

5.14 Athletics. Where possible, the District will work with the Charter School to address concerns regarding athletics, but the District is bound to the rules and policies of the Oklahoma Secondary Schools Activities Association (OSSAA).

5.15 Transfer Students. Open or Emergency Transfer requests for students enrolling in School will be considered and granted in accordance with District policies. In no event will a student transfer be approved for the purpose of enrolling in a charter school to participate in an internet-based or virtual learning instruction program.

5.16 Right to Remain. Students who enroll in the Charter School shall have the right to remain enrolled in the School through the end of the school year, absent expulsion, graduation, or court-ordered placement. Students who fail to attend the Charter School as required by state law may be removed from the Charter School's rolls only after the requisite unexcused absences have been documented and all truancy procedures have been followed, consistent with state law.

ARTICLE VI: SCHOOL PERFORMANCE STANDARDS, AUDITS & EVALUATION

6.1 School Performance Framework. The School Performance Framework will be a part of the basis, along with the requirements of 70 O.S. §3-137 (B)(C) & (D), upon which the District will decide whether to renew the Charter School's contract at the end of the term of this Contract. The District will provide the initial Uniform School Performance Framework for implementation. Upon mutual agreement, the District and the District-sponsored charter schools may collectively seek to amend the Uniform School Performance Framework. The District shall comply with Applicable Law on charter renewals.

a. The Academic, Financial, Organizational Frameworks together constitute the Performance Framework. The School shall annually *Meet* or *Exceed Expectations* on the School Performance Framework.

b. The designee of the District shall monitor and report to the Oklahoma City Public Schools Board of Education on the Charter School's progress in relation to the indicators,

measures, metrics and targets set out in the Performance Framework. Reporting shall take place annually by April 1 for the immediately preceding year. The Charter School shall be responsible for producing the report on the template provided by the District.

c. The Charter School's performance in relation to the indicators, measures, metrics and targets set forth in the Academic, Financial, Organizational Performance Frameworks will be a part of the basis upon which the District will decide whether to renew the School's Charter contract no later than October 1st prior to the end of the term of this Contract.

d. The parties intend that, where this Contract references or is contingent upon state or federal accountability laws, that they be bound by any applicable modification or amendments to such laws upon the effective date of said modifications or amendments, unless the Charter School is otherwise exempt from such. The specific terms, form and requirements of the Performance Framework may be modified or amended, to the extent required to align with changes to applicable state or federal accountability requirements, as set forth in law. In the event that any such modifications or amendments are required, the District will use best efforts to apply expectations for school performance in a manner consistent with those set forth in the Performance Framework as initially established in this Contract.

6.2 Annual Performance Evaluation. The Charter School shall be subject to an evaluation of its Academic, Financial, Organizational performance annually and is required to provide required documentation on or before February 1st of each year in the format prescribed by the District. The academic evaluation will consist, at a minimum, of a review of student performance and progress. District shall comply with 70 O.S. §3-135 (C) and §3-135(D) in providing the guidance document in sufficient time for the school to provide the documentation required herein.

6.3 Accreditation. Consequences for issues related to state accreditation shall be those prescribed by the state accreditation or accountability system. School shall file an annual report with the Office of Accountability containing information requested by the Office of Accountability, including but not limited to information on enrollment, testing, curriculum, finances, and employees in accordance with 70 O.S. §3-143.

6.4 Charter Renewal. The Initial Charter Date shall serve as the start or beginning of the contractual relationship between the District and School.

a. The District shall develop and maintain chartering policies and practices consistent with recognized principles and standards for quality charter authorizing as established by the State Department of Education in all major areas of authorizing responsibility, including organizational capacity, performance contracting, ongoing charter school oversight,

academic enterprise zone (AEZ) compliance, and evaluation and charter renewal decision making and provide copies of such to the school. 70 O.S. §3-134(K). Academic enterprise zone compliance will be reviewed at renewal for charter schools that have an AEZ.

b. By July 1st of the school year preceding the charter renewal year, the District shall issue a performance framework and renewal application guidance to the school and its Governing Board pursuant to 70 O.S. §3-137(B). The performance framework shall summarize the performance record to date of the school, based upon the data required by the Act and this contract The School shall have forty-five days to respond to the performance report and submit any corrections or clarification for the report.

c. The District shall give written notice of its intent to renew or not renew by October 1 of the last year of this contract and in making renewal decisions the District shall: (1) Ground decisions on evidence of the performance of the school over the term of the contract in accordance with the performance framework set forth in the contract; (2) Grant renewal to schools that have achieved the standards, targets and performance expectations as stated in the contract and are organizationally and fiscally viable and have been faithful to the terms of the contract and applicable law; (3) Ensure that data used in making renewal decisions are available to the school and public; and (4) Provide a report to the school summarizing the evidence used as the basis for such decision.

d. The charter renewal guidance shall, at a minimum, provide the school the opportunity to:

i. Present additional evidence, beyond the data contained in the performance report, supporting its case for renewal;

ii. Describe improvements undertaken or planned for the School;

iii. Detail the plan for the next charter term for the School.

ARTICLE VII: CONTRACT REVOCATION, SUSPENSION, AND TERMINATION

7.1 Breach of Contract, Termination and Dissolution. The grounds and procedures for breach and termination this Contract and dissolution of the School will be as follows:

a. Breach of Contract. In the event the District has reason to believe the School has failed to meet or violated any provision of state or federal law, this Contract, or failed to meet the Performance Frameworks and effectiveness of the School's program, the District will notify the governing board in writing of the violation and the proposed action to be taken.

The governing board shall have thirty days to respond and provide an explanation and corrective action plan. Probation, termination or non-renewal of this Contract shall be in relation to the continuation, materiality and severity of the violation and the District may impose other appropriate remedies for breach including, but not limited to, revocation of waiver(s). Any non-renewal or termination due to such failure or violation shall comply with the Act. Provided, however, that the terms and conditions of Article VI of this Contract shall supersede this section.

b. Grounds for Termination. Grounds for termination during the term of this contract are those set forth in and in accordance with 70 O.S. §3-137 of the Act. "Other good cause" shall be deemed to include a material violation of any of the conditions, standards, or procedures set forth in this Contract.

i. Termination by the District. Any termination, revocation, or non-renewal of this Contract shall be in accordance with 70 O.S. §3-137 of the Act. Any termination or revocation shall take effect after the School has had the opportunity to exhaust any appeal or review as provided by law or this contract. In order to minimize the disruption to students, the effective date of the termination shall be no sooner than the end of the current school year, unless termination on a different date is reasonably necessary to protect the health, safety, or welfare of students or staff.

ii. Termination by Governing Board. Should the Governing Board choose to terminate this Contract before the end of the contract term, it may do so in consultation with the District at the close of any school year and upon written notice to the District given at least ninety days before the end of the school year.

c. Dissolution. Upon termination of this Contract for any reason by the District, or if the School should cease operations or otherwise dissolve, the Governing Board will supervise and have authority to conduct the winding up of the business and other affairs of the School; provided, however, that in doing so the District will not be responsible for and will not assume any liability incurred by the School under this Contract. The Governing Board and School personnel shall cooperate fully with the winding up of the affairs of the School.

d. Disposition of School's Assets upon Termination or Dissolution.
Upon termination of this Contract for any reason or if the School should cease operations or otherwise dissolve, then any real or personal property shall revert to the sponsoring school district. If a charter school that was previously sponsored by the board of education of a school district continues operation within the school district under a new charter sponsored by an entity authorized pursuant to 70 O.S. §3-132, the charter school may retain any personal property purchased for use in the operation of the charter school until

termination, or failure of the charter school to continue operations.

e. Waiver of Breach. No express or implied consent or waiver of any breach or default by one party to the other shall be deemed or construed to be consent or waiver of any other breach or default by such party hereunder. Furthermore, except as otherwise provided herein, failure on the part of either party hereto to complain of any act or failure to act by the other party or to declare the other party in default hereunder, irrespective of how long such failure continues, shall not constitute a waiver of the rights of such party hereunder.

ARTICLE VIII: GENERAL TERMS

8.1 No Authority to Bind District. Charter School may not extend the faith and credit of the District to any third person or entity. Charter School may not contractually bind District to any third party. Charter School acknowledges the applicable provisions of Article X, Section 26 of the Oklahoma Constitution. District has no financial obligation to Charter School beyond the current fiscal year except to pass through any funding authorized by law.

8.2 Entire Agreement. This Contract, with attachments, contains all terms, conditions and provisions hereof and the entire understandings and all representations of understandings and discussions of the parties relating thereto, and all prior representations, understandings and discussions are merged herein and superseded and canceled by this Contract. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written. It is further agreed that no modification, amendment or alteration in the terms and conditions contained herein shall be effective unless contained in a written document approved and executed by the parties.

8.3 Notices. Any notice required or permitted under this Contract, shall be in writing and shall be effective upon actual delivery, if delivery is by hand; or upon receipt by the transmitting party of confirmation or answer back if delivery is by electronic mail; or three (3) days after mailing when sent by certified mail, postage prepaid, to the following persons:

For notice to School:
For mailing or personal delivery:
CHARTER SCHOOL PERSON
CHARTER SCHOOL
CHARTER ADDRESS
CHARTER ADDRESS

For notice to District:
For mailing or personal delivery:
Mr. Craig Cates, Clerk
Board of Education
Oklahoma City Public Schools
P.O. Box 36609
Oklahoma City, OK 73136

8.4 Force Majeure. Neither party shall be in breach of this Contract if the performance of any

part or all of this Contract is prevented, delayed, hindered, or otherwise made impracticable or impossible because of strike, flood, tornado, hurricane, riot, explosion, war, act of God, sabotage, accident, epidemic or pandemic, or any other casualty or cause beyond either party's control and that cannot be overcome by reasonable diligence and without unusual expense.

8.5 Assignment. School shall not assign any of its rights or obligations under this Contract to any person or entity without the prior written approval of the District, which approval will not be unreasonably withheld. Any such transfer shall be in accordance with the Act.

8.6 Exemption. The parties recognize the Charter School is exempt from certain laws, regulations and rules and agree that this contract shall not nor is intended to waive, override, preempt or otherwise negate any such exemptions excepting those detailed in District Charter Policy.

8.7 Severability. If any term or provision of this Contract or the application thereof to any person or circumstance shall, to any extent, be held invalid or unenforceable for the remainder of the term of this Contract, then the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

8.8 Amendments. This contract may be amended by the mutual approval of written amendments hereto by District's Board of Education and School's Governing Board. The parties agree to amend or revise this contract to confirm any agreed upon or statutorily required revisions.

Dated this _____ day of _____, 2021.
INDEPENDENT SCHOOL DISTRICT NO. 89
OF OKLAHOMA COUNTY, OKLAHOMA

By _____
Paula Lewis, Chairperson, Board of Education

WESTERN VILLAGE ACADEMY, INC.,

By _____
President

CERTIFICATES

The undersigned Clerk of District's Board of Education certifies that this contract was approved by the Board of Education at its meeting held on _____, 2021.

_____
Craig A. Cates, Clerk

The undersigned Secretary of WESTERN VILLAGE ACADEMY, INC. certifies that this contract was adopted by the Developer's Board of Directors at its meeting held on _____, 2021.

_____
Secretary

ADDENDUM A
Closure Proceedings

Upon final school closure determination and in compliance with the Oklahoma Charter School Act, the following information provides guidance in the closing of **Charter School**. With the guidance of the District, the Charter School is responsible for completing the tasks required for the closing of the school in a legal and orderly manner while continuing to operate the school and provide academic and other services to students and families through the remainder of the school year **(or closing date).**

Failure to comply with the District may result in legal action. Although timelines are not prescribed below, the understanding of this document is that all processes should be executed prior to the beginning of the next fiscal year, July 1st.

1. The District meets with the school's Chief Administrative Officer and the Governing Board president to provide information regarding the school closure process and expectations.

2. The Charter School shall call a special meeting of the Charter School Governing Board to establish a transition plan based on this school closure guidance.

3. Notification shall be sent to parents of enrolled students regarding school closure determination and shall include name of school, date of action, effective date of closure and expected future communication.

4. Notification shall be sent to school staff regarding school closure determination and shall include name of school, date of action, effective date of closure and expected future communication.

5. Notification of school closure determination shall be sent to the Oklahoma State Department of Education (OSDE) and shall include name of school, date of action, effective date of closure, criteria for closure determination, closure process information and location of student and personnel records. Request name and contact information for OSDE representative for communication purposes and for assistance with closure. Similar notification shall also be sent to the Oklahoma Teachers Retirement System (if applicable), State Treasurer and State Auditor.

6. Post public information release and related information document(s) on the Charter School website

7. Establish a written student transfer plan including the steps required for the transfer of students and student records and the security of those records. The plan shall include communication through the closure process and a final report of school closure to charter school families. A list of all students/families shall be generated and maintained by both

the District and Charter School and shall include student name, parent name, address, telephone, email, grade level, and school district of residence.

8. Establish a written plan for ongoing communication with staff including the initial communication of school closure, follow-up communication as needed, and a final report of school closure to charter school staff. A list of all staff shall be created to include name, position, address, telephone, email. Notification shall include information regarding closure determination, closure date, personnel records and benefits.

9. The District shall secure all financial and personnel records, and keep a chain of custody. The Charter School shall provide a list of all agencies, employees, insurers, contractors, creditors, debtors, grantors, and management organizations related to the Charter School to the assigned District designee. The District designee shall notify all entities on the list of the Charter School's closure.

10. The Charter School shall provide the District with the following documents:
    a. A detailed inventory of all assets including asset description, date of acquisition, quantity, acquisition value, and location of property. Assets include, but are not limited to; physical property, furniture and equipment, land, technology, books, and supplies;
    b. Title documents, deeds, and leases for all real or personal property or other assets procured;
    c. Copies of all executory contracts to which the charter school is a party; and d. All documentation relating to debt, liabilities, encumbrances, or other obligations incurred or outstanding by the Charter School.

11. The District and Charter School shall ensure a complete financial plan for school closure. The plan shall establish and must ensure only essential invoices and regular salaries are paid, all vendor refunds are received and the immediate collection of all credit cards and closing of credit accounts or lines of credit.

    As needed to complete the closing actions of the Charter School, encumbrances will be submitted for Governing Board approval for accounting services, bookkeeping services, financial software services and other services as needed to ensure the complete and accurate closure and final reporting of the Charter School.

12. The Charter School Governing Board shall convene in two (2) final meetings to close the Charter School. Agenda must include, but is not limited to the following:
    a. Transfer Activity and other Funds to General Fund and acknowledge account balances.
    b. Communication of current check signing access and authority will be provided to the District and no changes to access will be initiated without District written approval.
    c. Charter School will implement an agreed upon procedure for any payments to be processed by the charter school that will include a prior-approval process by the District. This process will require that any requests for payment will include a board approved purchase order, invoice and proof of goods or services received.

d. Add District to "view only" rights for online bank access when available
e. Transfer all school records. The Charter School should keep chain of custody documentation, and should keep a control document explaining the organization of school records. School records include but are not limited to--

✔ Administrative, Governing Board, and Regulatory Records
- ✔ Academic Records
- ✔ Financial Records
- ✔ Personnel Records;

f. Transfer all school property and inventory records to District;
g. Acknowledge Statement of Affirmation that the District shall be immune from all incurred debts, civil liabilities, and/or criminal liabilities of charter school pursuant to 70 O.S. §3-134 (L);
h. Transfer board authority to District at adjournment of meeting; and
i. Formally adjourn and dissolve the Charter School Governing Board.

Following adjournment of the first meeting, a second meeting must convene for the sole purpose of approval of minutes.

1. Forward school mail to District.

2. All school records, including but not limited to, Administrative, Governing Board, Regulatory Records, Academic Records, Financial Records, Personnel Records, along with chain of custody documentation and organization of school records documentation shall be received and secured by the District.

3. All personal property of the Charter School reverting to the District in accordance with the provisions of 70 O.S. §3-136 and regulations shall be delivered in the manner and to location(s) directed by the District.

4. Prior to final closeout, the Charter School shall complete all federal, state, and local obligations on behalf of school employees as governed by federal and state statute and regulations; including but not limited to the following:
   a. File all final federal, state, and local employer payroll tax returns and issue final W-2s and Form 1099s by the statutory deadlines;
   b. File the Federal Notice of Discontinuance with the Department of Treasury;
   c. Make final federal tax payments;
   d. File the final payroll withholding tax return;
   e. File the final return with the IRS;
   f. Complete all tax reporting and remittance requirements of the state of Oklahoma; and
   g. Provide employees with notices and pamphlets required under applicable state and federal law.

Pursuant to Article III, Section 3.2, please include the following Appendices:

Appendix A: Mission
Appendix B: Bylaws
Appendix C: Articles of Incorporation
Appendix D: Governing Board members with contact information

Academic Performance Framework - Elementary and Middle Schools

Indicator	Does Not Meet Standard (1 point)	Meets Standard (2 points)	Exceeds Standard (3 points)	Points score for Indicator
Overall Achievement and Growth				
Is the school faithful to its mission and the key design elements outlined in the approved charter contract?	Evidence does not document faithfulness to the school's mission and implementation of key design elements of the school.	Evidence documents faithfulness to the school's mission and implementation of key design elements of the school.	Substantial evidence documents faithfulness to the school's mission and implementation of key design elements of the school.	
Are students meeting or exceeding their state-level English language arts (ELA) target based on their performance on state tests.	Lower than the district score of the total student population meeting or exceeding their state-level ELA target on their performance on state tests.	Between equal to and 3 points higher than the district score of the total student population meeting or exceeding their state-level ELA target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the total student population meeting or exceeding their state-level ELA target on their performance on state tests.	
Are students meeting or exceeding their state-level math target based on their performance on state tests?	Lower than the district score of the total student population meeting or exceeding their state-level math target on their performance on state tests.	Between equal to and 3 points higher than the district score of the total student population meeting or exceeding their state-level math target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the total student population meeting or exceeding their state-level math target on their performance on state tests.	
Are students improving academically on statewide assessments in English language arts (ELA)?	Less than or equal to ___ percent of students have moved to the next higher level	Between ___ and ___ percent of students have moved to the next higher level on the state-level ELA state test.	Greater than ___ percent of students have moved to the next higher level on the state-level ELA state test.	

	on the state-level ELA state test.			
Are students improving academically on statewide assessments in math?	Less than or equal to ___ percent of students have moved to the next higher level on the state-level math state test.	Between ___ and ___ percent or more of students have moved to the next higher level on the state-level math state test.	Greater than ___ percent of students have moved to the next higher level on the state-level math state test.	
Subgroup/students with disabilities Achievement and Growth				
Are students in the students with disabilities subgroup meeting or exceeding their state-level English language arts (ELA) target based on their performance on state tests?	Lower than the district score of the students with disabilities population meeting or exceeding their state-level ELA target on their performance on state tests.	Between equal to and 3 points higher than the district score of the students with disabilities population meeting or exceeding their state-level ELA target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the students with disabilities population meeting or exceeding their state-level ELA target on their performance on state tests.	
Are students in the students with disabilities subgroup meeting or exceeding their state-level math target based on their performance on state tests?	Lower than the district score of the students with disabilities population meeting or exceeding their state-level math target on their performance on state tests.	Between equal to and 3 points higher than the district score of the students with disabilities population meeting or exceeding their state-level math target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the students with disabilities population meeting or exceeding their state-level math target on their performance on state tests.	
Are students in the students with disabilities subgroup improving academically on statewide assessments in English language arts (ELA)?	Less than or equal to ___ percent of students in the students with disabilities subgroup have moved to the next higher level on the state-level ELA state test.	Between ___ and ___ percent of students in the students with disabilities subgroup have moved to the next higher level on the state-level ELA state test.	Greater than ___ percent of students in the students with disabilities subgroup have moved to the next higher level on the state-level ELA state test.	

Are students in the students with disabilities subgroup improving academically on statewide assessments in math?	Less than or equal to ___ percent of students in the students with disabilities subgroup have moved to the next higher level on the state-level math state test.	Between ___ and ___ percent of students in the students with disabilities subgroup have moved to the next higher level on the state-level math state test.	Greater than ___ percent of students in the students with disabilities subgroup have moved to the next higher level on the state-level math state test.	
Subgroup/Economically Disadvantaged Achievement and Growth				
Are students in the economically disadvantaged subgroup meeting or exceeding their state-level English language arts (ELA) target based on their performance on state tests?	Lower than the district score of the economically disadvantaged subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Between equal to and 3 points higher than the district score of the economically disadvantaged subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the economically disadvantaged subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	
Are students in the economically disadvantaged subgroup meeting or exceeding their state-level math target based on their performance on state tests?	Lower than the district score of the economically disadvantaged subgroup meeting or exceeding their state-level math target on their performance on state tests.	Between equal to and 3 points higher than the district score of the economically disadvantaged subgroup meeting or exceeding their state-level math target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the economically disadvantaged subgroup meeting or exceeding their state-level math target on their performance on state tests.	
Are students in the economically disadvantaged subgroup improving academically on statewide assessments in English language arts (ELA)?	Less than or equal to ___ percent of students in the economically disadvantaged subgroup have moved to the next higher level on the state-level ELA state test.	Between ___ and ___ percent of students in the economically disadvantaged subgroup have moved to the next higher level on the state-level ELA state test.	Greater than ___ percent of students in the economically disadvantaged subgroup have moved to the next higher level on the state-level ELA state test.	

Are students in the economically disadvantaged subgroup improving academically on statewide assessments in math?	Less than or equal to ___ percent of students in the economically disadvantaged subgroup have moved to the next higher level on the state-level math state test.	Between ___ and ___ percent of students in the economically disadvantaged subgroup have moved to the next higher level on the state-level math state test.	Greater than ___ percent of students in the economically disadvantaged subgroup have moved to the next higher level on the state-level math state test.	
Subgroup/English Learner Achievement and Growth				
Are students in the English learner subgroup meeting or exceeding their state-level English language arts (ELA) target based on their performance on state tests?	Lower than the district score of the English learner subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Between equal to and 3 points higher than the district score of the English learner subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the English learner subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	
Are students in the English learner subgroup meeting or exceeding their state-level math target based on their performance on state tests?	Lower than the district score of the English learner subgroup meeting or exceeding their state-level math target on their performance on state tests.	Between equal to and 3 points higher than the district score of the English learner subgroup meeting or exceeding their state-level math target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the English learner subgroup meeting or exceeding their state-level math target on their performance on state tests.	
Are students in the English learner subgroup improving academically on statewide assessments in English language arts (ELA)?	Less than or equal to ___ percent of students in the English learner subgroup have moved to the next higher level on the state-level ELA state test.	Between ___ and ___ percent of students in the English learner subgroup have moved to the next higher level on the state-level ELA state test.	Greater than ___ percent of students in the English learner subgroup have moved to the next higher level on the state-level ELA state test.	

Are students in the English learner subgroup improving academically on statewide assessments in math?	Less than or equal to ___ percent of students in the English learner subgroup have moved to the next higher level on the state-level math state test.	Between ___ and ___ percent of students in the English learner subgroup have moved to the next higher level on the state-level math state test.	Greater than ___ percent of students in the English learner subgroup have moved to the next higher level on the state-level math state test.	
Subgroup/Black Achievement and Growth				
Are students in the black subgroup meeting or exceeding their state-level English language arts (ELA) target based on their performance on state tests?	Lower than the district score of the black subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Between equal to and 3 points higher than the district score of the black subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the black subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	
Are students in the black subgroup meeting or exceeding their state-level math target based on their performance on state tests?	Lower than the district score of the black subgroup meeting or exceeding their state-level math target on their performance on state tests.	Between equal to and 3 points higher than the district score of the black subgroup meeting or exceeding their state-level math target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the black subgroup meeting or exceeding their state-level math target on their performance on state tests.	
Are students in the black subgroup improving academically on statewide assessments in English language arts (ELA)?	Less than or equal to ___ percent of students in the black subgroup have moved to the next higher level on the state-level ELA state test.	Between ___ and ___ percent of students in the black subgroup have moved to the next higher level on the state-level ELA state test.	Greater than ___ percent of students in the black subgroup have moved to the next higher level on the state-level ELA state test.	
Are students in the black subgroup improving academically on statewide assessments in math?	Less than or equal to ___ percent of students in the black subgroup have moved to the next higher level on the state-level math state test.	Between ___ and ___ percent of students in the black subgroup have moved to the next higher level on the state-level math state test.	Greater than ___ percent of students in the black subgroup have moved to the next higher level on the state-level math state test.	
Subgroup/Hispanic Achievement and Growth				

Are students in the Hispanic subgroup meeting or exceeding their state-level English language arts (ELA) target based on their performance on state tests?	Lower than the district score of the Hispanic subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Between equal to and 3 points higher than the district score of the Hispanic subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the Hispanic subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	
Are students in the Hispanic subgroup meeting or exceeding their state-level math target based on their performance on state tests?	Lower than the district score of the Hispanic subgroup meeting or exceeding their state-level math target on their performance on state tests.	Between equal to and 3 points higher than the district score of the Hispanic subgroup meeting or exceeding their state-level math target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the Hispanic subgroup meeting or exceeding their state-level math target on their performance on state tests.	
Are students in the Hispanic subgroup improving academically on statewide assessments in English language arts (ELA)?	Less than or equal to ___ percent of students in the Hispanic subgroup have moved to the next higher level on the state-level ELA state test.	Between ___ and ___ percent of students in the Hispanic subgroup have moved to the next higher level on the state-level ELA state test.	Greater than ___ percent of students in the Hispanic subgroup have moved to the next higher level on the state-level ELA state test.	
Are students in the Hispanic subgroup improving academically on statewide assessments in math?	Less than or equal to ___ percent of students in the Hispanic subgroup have moved to the next higher level on the state-level math state test.	Between ___ and ___ percent of students in the Hispanic subgroup have moved to the next higher level on the state-level math state test.	Greater than ___ percent of students in the Hispanic subgroup have moved to the next higher level on the state-level math state test.	
Subgroup/Other Achievement and Growth				
Are students in the other subgroup meeting or exceeding their state-level English language arts (ELA)	Lower than the district score of the other subgroup meeting or exceeding their state-level ELA target on their performance on state tests.	Between equal to and 3 points higher than the district score of the other subgroup meeting or exceeding their state-level ELA	Equal to or greater than 3 points higher than the district score of the other subgroup meeting or exceeding their	

target based on their performance on state tests?		target on their performance on state tests.	state-level ELA target on their performance on state tests.	
Are students in the other subgroup meeting or exceeding their state-level math target based on their performance on state tests?	Lower than the district score of the other subgroup meeting or exceeding their state-level math target on their performance on state tests.	Between equal to and 3 points higher than the district score of the other subgroup meeting or exceeding their state-level math target on their performance on state tests.	Equal to or greater than 3 points higher than the district score of the other subgroup meeting or exceeding their state-level math target on their performance on state tests.	
Are students in the other subgroup improving academically on statewide assessments in English language arts (ELA)?	Less than or equal to ___ percent of students in the other subgroup have moved to the next higher level on the state-level ELA state test.	Between ___ and ___ percent of students in the other subgroup have moved to the next higher level on the state-level ELA state test.	Greater than ___ percent of students in the other subgroup have moved to the next higher level on the state-level ELA state test.	
Are students in the other subgroup improving academically on statewide assessments in math?	Less than or equal to ___ percent of students in the other subgroup have moved to the next higher level on the state-level math state test.	Between ___ and ___ percent of students in the other subgroup have moved to the next higher level on the state-level math state test.	Greater than ___ percent of students in the other subgroup have moved to the next higher level on the state-level math state test.	
Total Points				
Academic Performance Score				
[(Points Earned)/(Points Available)]*100=Score				

Financial Performance Framework

Indicator	Does Not Meet Standard (1 point)	Meets Standard (2 points)	Exceeds Standard (3 points)	
Did any of the required school's annual financial audits over the term of the charter contract have findings?	There were findings of significant deficiencies, material noncompliance of known fraud on any independent financial audits over the term of the charter contract.	There were findings of significant deficiencies, material noncompliance of known fraud on any independent financial audits over the term of the charter contract. If a finding occurred, immediate and effective corrective actions were taken to resolve the issue.	There were no findings of significant deficiencies, material noncompliance of known fraud on any independent financial audits over the term of the charter contract.	
Did the school maintain a positive cumulative cash flow over the term of the charter contract?	The school did not maintain a positive cumulative cash flow over the term of the charter contract as evidenced by quarterly financial reports and other school finance documents.	The school maintained a positive cumulative cash flow over the term of the charter contract as evidenced by quarterly financial reports and other school finance documents. If a negative cash flow occurred, immediate and effective corrective actions taken to resolve the issue.	The school maintained a positive cumulative cash flow over the term of the charter contract as evidenced by quarterly financial reports and other school finance documents.	

Did the school maintain an appropriate current ratio over the term of the charter contract? Current Ratio: Current Assets divided by Current Liabilities	The school's current ratio is less than or equal to 0.9.	The school's current ratio is between 1.0 and 1.1 and one-year trend is positive.	The school's current ratio is greater than or equal to 1.1.	
Did the school consistently meet financial reporting requirements of the State Department of Education, confirmed by the Office of Financial Accounting, Oklahoma Cost Accounting System (OCAS), and Audits?	The State Department of Education confirms financial reporting requirements not met over the term of the charter contract.	The State Department of Education confirms financial reporting requirements met over the term of the charter contract. If a reporting requirement not met, immediate and effective corrective actions taken to resolve the issue.	The State Department of Education confirms financial reporting requirements met over the term of the charter contract.	
Did the school consistently meet financial reporting requirements of the authorizer?	Financial reporting requirements of the authorizer not met over the term of the contract.	Financial reporting requirements of the authorizer met over the term of the contract. If a reporting requirement not met, immediate and effective corrective actions taken to resolve the issue.	Financial reporting requirements of the authorizer met over the term of the contract.	
Total Points				
Financial Performance Score				

[(Points Earned)/(Points Available)]*100=Score		

Organizational Performance Framework

Indicator	Does Not Meet Standard (1 point)	Meets Standard (2 points)	Exceeds Standard (3 points)	
Organizational Structure				
Does the school have board-approved and appropriate policies and procedures that ensure student and staff safety and success, and does the school implement and communicate those policies and procedures to students/families and staff?	Approved and appropriate policies and procedures are not implemented or communicated.	Approved and appropriate policies and procedures implemented and communicated. Immediate and effective corrective action taken if a concern was noted.	Approved and appropriate policies and procedures implemented and communicated with no concerns.	
Does the school adhere to applicable state and federal statute and regulations (e.g., Oklahoma Charter School Act, Oklahoma Title 70, Oklahoma Code 210, Every Student Succeeds Act)?	Evidence suggests the school does not adhere to state and federal statute and regulations.	Evidence suggests the school adheres to state and federal statute and regulations. Immediate and effective corrective action taken if a concern was noted.	Evidence suggests the school adheres to state and federal statute and regulations with no concerns noted.	
Does the school adhere to the terms of the charter contract?	Evidence suggests the school does not adhere to the terms of the charter contract.	Evidence suggests the school adheres to the terms of the charter contract. Immediate	Evidence suggests the school adheres to the terms of the	

		and effective action taken if a concern was noted.	charter contract with no concerns noted.	
Governance				
Does a stable governing board exist?	Board agendas, membership rosters, other documents do not indicate board stability.	Board agendas, minutes, membership rosters, other documents indicate board stability.	Board agendas, membership rosters, other documents create a history of board stability.	
Does the governing board recruit, select, orient, and train members with skills and expertise to enable them to govern the school effectively?	Board agendas, approved minutes, and supporting documents do not provide evidence of board member activities.	Board agendas, approved minutes, and supporting documents provide evidence of board member activities.	Board agendas, approved minutes, and supporting documents provide substantial evidence of board member activities.	
Does the charter school comply with the Open Meeting Act and Open Records Act?	School does not consistently comply with the requirements of the Open Meeting Act and Open Records Act.	School consistently complies with the requirements of the Open Meeting Act and Open Records Act. Immediate and effective action taken if a concern was noted.	School consistently complies with the requirements of the Open Meeting Act and Open Records Act with no concerns noted.	
Record of Compliance				
Does the school provide transparency through authorizer access to school records?	School does not provide authorizer with access to school records.	School provides authorizer with access to school records. Immediate and effective action taken if a concern was noted.	School consistently provides authorizer with access to school records.	

Does the school consistently meet the reporting requirements of the State Department of Education, confirmed by the Accreditation Division?	SDE does not confirm reporting expectations fulfilled.	SDE confirms reporting expectations fulfilled. Immediate and effective action taken if a concern was noted.	SDE confirms reporting expectations consistently fulfilled with no concerns noted.	
Does the school consistently meet the reporting requirements of the authorizer?	Reporting requirements not fulfilled.	Reporting requirements fulfilled. Immediate and effective action taken if a concern was noted.	Reporting requirements consistently fulfilled with no concerns noted.	
Does the school website meet the standards for transparency and documentation as mandated by the Oklahoma School District Transparency Act?	School has not met the requirements for school website.	School has met the requirements for school website.	School consistently meets the requirements for school website.	
Accreditation				
Does the school maintain accreditation by the State Department of Education?	School has not received accreditation or has received accreditation with deficiencies noted from the SDE.	School received accreditation from the SDE with no deficiencies. Immediate and effective action taken if a concern was noted.	School received accreditation with no deficiencies noted from the SDE.	
Attendance				
Does the school meet the expectations for student attendance in Oklahoma?	Greater than three points lower than the district attendance rate.	Less than or equal to three points lower than the district attendance rate.	Greater than the district attendance rate.	
Enrollment				

Does Enrollment Variance meet expectations as indicated by actual (Oct. 1) versus projected enrollment?	Enrollment Variance is below 90 percent in the most recent year	Enrollment Variance is between 90 percent and 95 percent in the most recent year.	Enrollment Variance equals or exceeds 95 percent in the most recent year.	
Student Support				
Does the school provide academic and social/emotional support structures for students and families?	Evidence does not indicate support structures consistently available for students and families.	Evidence indicates some academic and/or social/emotional support structures available for students and families.	Evidence indicates both academic and social/emotional support structures consistently available for students and families.	
School Goals *(The school will submit three (3) data-driven goals and measurement criteria, approved by both the authorizer and the school governing board, for inclusion in the Performance Framework.)*				
Does the school meet the expectations of goal one?				
Does the school meet the expectations of goal two?				
Does the school meet the expectations of goal three?				
Total Points				

Organizational Performance Score		
[(Points Earned)/(Points Available)]*100=Score		

Performance Framework Index					
Performance Framework	**Calculation**	**Score**	**Weight**	**Index**	
Academic (A)	(Score)*(Weight) = (A)		.40		
Financial (F)	(Score)*(Weight) = (F)		.30		
Organizational(O)	(Score)*(Weight) = (O)		.30		
Performance Framework Index (PFI)	**[(A) + (F) + (O)] = PFI**				

A Performance Framework Index (PFI) _____ or higher calculated over the course of the charter contract term will result in the renewal of authorization for a five (5) year term should the governing board of the charter school choose to submit a letter requesting reauthorization.

A Performance Framework Index (PFI) of _____ or higher calculated over the course of the charter contract term is expected. However, an application for renewal of authorization is required for consideration by the authorizer.

A Performance Framework Index (PFI) of less than _____ calculated over the course of the charter contract term places the school at risk of non-approval of renewal of authorization. An application for renewal of authorization is required for consideration by the authorizer.

NOTE: In the event data is not available for a particular Performance Framework indicator, the result will be "not applicable" and scoring adjusted accordingly.

Renewal Performance Framework Data/Document Submissions List

Evidence of Academic Performance	**Due Date**
Oklahoma School Testing Program (OSTP) Final Results	Within Ten Business Days of Receipt
Oklahoma and School Four-Year Cohort Graduation Report	Within Ten Business Days of Receipt
Oklahoma ACT Profile Report	Within Ten Business Days of Receipt
State Department of Education (SDE) Academic Ranking of School Sites	June 30
School Accountability Report	Within Ten Business Days of Receipt
Annual School Portfolio Documenting College and Career Readiness Opportunities for Students	June 30
Annual School Report Regarding School Mission and Implementation of Key Design Elements	June 30
Evidence of Financial Performance	**Due Date**
Annual Board-Approved School Budget	Within Ten Business Days of Approval
Approved Estimate of Needs and Applicable Supplemental Estimate(s)	Within Ten Business Days of Receipt

Final State Aid Allocation Reports	Within Ten Business Days of Receipt
Final Federal Programs Allocation Reports	Within Ten Business Days of Receipt
Annual Required Financial Audit Report and All Other Communication Between the School and Auditor and Between School and State Department of Education Regarding the Audit	Within Ten Business Days of Receipt
Current and Complete Inventory	August 1
Insurance Verification	August 1
Quarterly Financial Statements (Submit itemized report of all income and expenses of charter school. The financial statement shall include the following verification signed by the school treasurer: *"I hereby certify under penalty of perjury under the laws of the State of Oklahoma and the United States of America that the foregoing is true and correct to the best of my knowledge as of this ____ day of (month), (year)."*	Within Ten Business Days of the Conclusion of Each Quarter of the Calendar Year

Evidence of Organizational Performance	**Due Date**
Board Meeting Agendas, Approved and Signed Minutes, and All Related Board Meeting Documents	Within Ten Business Days Following Board Meeting
Board Roster Including Names, Offices, Terms, Contact Information (address, phone number, email address)	Within Ten Business Days of Any Change
Student and Employee Handbooks	Within Ten Business Days of Approval
School Calendar	Within Ten Business Days of Approval
Board-Approved Management Contract(s) (if applicable)	Within Ten Business Days of Approval
Current lease and/or deeds and applicable Certificate of Occupancy	Within Ten Business Days of Receipt and/or Approval
Admissions and Enrollment Policy(ies)	Within Ten Business Days of Approval
SDE Accreditation Status Notice	Within Ten Business Days of Receipt

October 1 Enrollment Data	October 10
SDE First Quarter Statistical Report and Annual Statistical Report Summaries	Within Ten Business Days of Receipt
Litigation Notices (if applicable)	Within Ten Business Days of Receipt

Stanley Hupfeld
ACADEMY
AT WESTERN VILLAGE

• Our mission is to provide effective learning opportunities for all students. •

2-1-2021

Accreditation Standards Services
Oklahoma State Department of Education
2500 N. Lincoln Boulevard, Ste. 210
Oklahoma City, OK 73105

RE: Calendar Based Upon Hours

Please accept this letter to the Accreditation Standards Services of the Oklahoma State Department of Education as official notification of the intent of Stanley Hupfeld Academy @ Western Village (55-E001) to operate under a school-hours policy for the 2021-2022 school year.

Oklahoma Statute 70 O.S. § 1-109 states, "For all public schools in Oklahoma, school shall actually be in session and classroom instruction offered for not less than one thousand eighty (1,080) hours each school year, if a district board of education adopts a school-hours policy and notifies the State Board of Education prior to September 15 of the applicable school year."

On February 1, 2020, the Stanley Hupfeld Academy @ Western Village board approved the school-hours calendar for the 2021-2022 school year and distance learning plan. A copy of this academic calendar is attached.

Stanley Hupfeld Academy @ Western Village has 175 days per the 2021-2022 calendar. The instructional day is from 8:00 am - 3:15 pm each day. Subtracting 20 minutes for lunch, leaves a total of 415 instructional minutes per day. The total amount of instructional time for the 2021-2022 school year is 175 total days; 1210.42 hours respectively which exceeds the 1,080 hours requirement.

If you have any questions, please contact me at (405) 751-1774.

Respectfully,

Ruthie Rayner

Ruthie Rayner
Principal

Tobi Campbell
Director

OKCPS – SHA Calendar Comparison 2021/2022

	OKCPS	SHA
First day of school	August 9	August 5
Labor day	Sept. 6	Sept. 6
Fall break	Oct. 11-15	Oct. 11-15
Thanksgiving	Nov. 22-26	Nov. 24-26
Winter break	Dec. 20 – Dec. 31	Dec. 20 – Jan. 4
M. L. King day	Jan. 17	Jan. 17
President's day	---	Feb. 21
Spring break	March 14-18	March 14-18
April Day	---	April 15
Last day of school	May 18	May 18
Parent Teacher Conference Days	2	2 (Nov. 22 & 23)
Professional Development Days	5	5
Total class days in session	170	175
Total days	**177**	**182**

Stanley Hupfeld Academy Calendar

2021-2022

Stanley Hupfeld ACADEMY AT WESTERN VILLAGE

• Our mission is to provide effective learning opportunities for all students. •

July 2021

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2021

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Date — Event or Holiday

Aug 2,3,4 - Professional Development Days (All Staff)
August 5- First Day of School
September 6- Labor Day- No School
October 5 & 7 - Virtual Student Led Conferences
October 11-15 - Fall Break - No School
November 22 & 23 - Comp Days (No School)
November 24, 25, 26 Thanksgiving
December 20- Jan. 4 - Winter Break
Jan. 3 - Professional Development Day (All Staff)
Jan. 4- Students Return Back from Winter Break
Jan. 17- MLK Day (No School)
February 21 - President's Day - No School
March 8 & 10 - Student- Led Conferences
March 14-18- Spring Break
April 15- April Day- No School
May 18 - Last Day of School
May 19- Teacher Record Day / Professional Development (All Staff)

Green Shading = Professional Development Days
Yellow Shading = School Not In Session
Blue Shading = Student Led Conferences

October 1 – End of 1st Quarter (41 Days)
January 7- End of 2nd Quarter (49 Days)
March 4- End of 3rd Quarter (38 Days)
May 18 - End of 4th Quarter (47 Days)

175 School Days
2 Student Led Conference Days
5 Professional Development Days
182 Total Days

Revised:12/14/2020

STANLEY HUPFELD ACADEMY @WESTERN VILLAGE
2021-2022 Staff Planning/Assignments (Tentative)

NAME	TITLE			21-22 Exp/Degree	
ALKIRE, COREY	TEACHER – 3RD			8 / BA	
BABBIT, KARA	OPERATIONS ASSISTANT				
BANISTER, MADISON	TEACHER – 4TH (Resigned in Oct)			5/BA	Open Position
BELL, MATT	TEACHER – TECHNOLOGY			10 / NA	
BURNETT, TIFFANY	PARA – Pre-K				
BUSH, JACQUE	TEACHER - LITERARY ARTS			7 / NA	
CAMPBELL, TORA	TEACHER- 5th			3 / BA	
CARTER, KATHY	TEACHER – 1ST			26 / BA	
DOE, LYNNE	TEACHER- 1st			11 / BA	
DOLF, JULIE	TEACHER – PE			8 / BA	
DUDLEY, HOLLY	TEACHER – 1ST			8 / BA	
GLOVER, BARBARA	PARA – Special Ed				
HEINE, GRETCHEN	TEACHER – 5TH			5 / MA	Open Position
HORNBEAK, MONESHA	TEACHER - KINDERGARTEN			4 / MA	
KING, KIM	TEACHER – SPECIAL ED.			24 / MA	

KNUTSO[illegible]LMA	TEACHER – 2ND			3 / BA	
LIVINGSTON, TAMMY	READING SPECIALIST			14 / MA	
LOFGREN, TARA	TEACHER - ART			3 / BA	
MAHAN, MADELINE	TEACHER- 4th			10 / BA	Open Position
MARSHALL, AMY	PARA – Part-time KIND. (2 classes)				
MARTINEZ, ANGELA	TEACHER – KIND.			8 / MA	
MCBRIDE, CINDY	TEACHER –2nd			22 / MA	
MELDRUM, HEATHER	COUNSELOR			14 / BA	
MOORE, JAMES	PARA – 4TH/5TH (4 classes)				
PRICE, CHERI	TEACHER – 3RD			24 / BA	
RAYNER, RUTHIE	PRINCIPAL			27 / MA	
ROWE, EBBONY	MUSIC SPECIALIST & P/T PARA – 2 days/wk.			2 / NA	
SAVAGE, CHRISTY	ASSISTANT TO PRINCIPAL/ OFFICE MANAGER				
SIVARD, JAYNE	TEACHER – PRE-K			20 / BA	
WHATLEY, TORRIE	TEACHER – PRE-K			3 / BA	
WILLIAMS, LAUREN	PARA – 2ND & 3RD				

Stanley Hupfeld Academy @ Western Village
2020-2021 Advisory Board
REVISED 3.28.21

NAME AND POSITION	COMPANY	ADDRESS	PHONE #	FAX	E-MAIL	VOTING MEMBERS
ADCOX, CHRISTINA Director	Director of Development Noble Research Institute				cladcox@noble.org	YES
CAMPBELL, TOBI Director	Director, INTEGRIS Community Benefit & Stanley Hupfeld Academy	INTEGRIS 3030 NW Expy, Ste. 1620 Oklahoma City, OK 73112	550-3762	951-8808	tobi.campbell@integrisok.com	YES
CASSELL, KEITH Director	Head of Upper School Heritage Hall	1800 NW 122nd Oklahoma City, OK 73120	936-3142 417-3881 C	749-3014	kcassell@heritagehall.com	YES
HARMON, ERIC Director		4600 NE 90th St OKC, OK 73131	810-5893 H 210-268-8628 C		P4Principles@gmail.com	YES
HATCH, MIKE Chairman	SVP, Chief Strategy Officer INTEGRIS	3366 NW Expy, Ste. 800 Oklahoma City, OK 73112 Brenda Frick - Admin. Asst.			Mike.Hatch@Integrisok.com	YES
HUPFELD, STAN Ex-Officio Director	INTEGRIS Foundation	3030 NW Expy, Ste. 1600 Oklahoma City, OK 73112 110.7470 Suzan Whaley – Admin. Asst.	951-5098		Stanley.hupfeld@integrisok.com Suzan.whaley@yahoo.com	YES
JACKSON, DAVID Director	Executive Director, OK Secondary Schools Activities Association (OSSAA)	17013 Prestwick Circle Edmond, OK 73012 – HOME 7300 N Broadway Ext. OKC, OK 73116 – WORK	973-5901 C 840-1116 W		djackson@ossaa.com	YES
LAWSON, KEN Director		2901 Brush Creek Road Oklahoma City, OK 73120	441-0004		Lawson127@att.net	YES
MELDRUM, HEATHER Counselor	Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114	751-1774		Heather.Meldrum@wvacademy.com	NO
MILLINGTON, PAM Director	Retired Pastor, Missions/Outreach Crossings	1608 Tall Trees Way OKC, OK 73131	755-2227 302-1267		pmillington06@gmail.com	YES
PEOPLES, CHARLES Director		1417 N.W. 104th Terr. Oklahoma City, OK 73114	755-2497 875-5786 C		charlespeoples@hotmail.com	YES
RAYNER, RUTHIE Secretary	Principal Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114 Christy Savage, Admin. Asst.	751-1774 550-9837 C		Ruthie.Rayner@wvacademy.com	NO
SCOTT, KIMBERLY Treasurer	Admin. Director, Corp. Treasury INTEGRIS Financial Reporting	3500 NW Independence Ave, Ste.130, OKC, OK 73112 001.7036	951-2705		Kimberly.Scott@integrisok.com	NO

VERA, JOHN Legal Counsel Director	INTEGRIS Legal	3366 NW Expy., Bldg. D, Ste. 800 Oklahoma City, OK 73112 001.7367			John.Vera@integrisok.com	YES
WADE, ROSALYNN Director	Program Director Oklahoma A+ Schools	Campus Box 97 100 N University Drive Edmond, OK 73034	974-3777 602-4040		RWade@uco.edu	YES

Notices: Carolynn Caudill – Oklahoma County Clerk 320 Robert S. Kerr Ave. Room 105, OKC, OK 73102

NOTICE OF MEETING

STANLEY HUPFELD ACADEMY at Western Village

ADVISORY BOARD

MONDAY, JUNE 7, 2021

3:45 P.M. – Schwartz Performing Arts/Community Center (SPAC)
SW Corner of Campus (Park in West Lot, Enter North Door)

AGENDA – REVISED 6.2.21

Agenda items are subject to change up to 24 hours prior to meeting, excluding holidays and weekends. Meetings are open to the public.

Welcome and Introductions — **Tobi Campbell, Director**

Approval of Minutes — **Tobi Campbell, Director**

- April 5, 2021

Connect to Purpose

- 2021-22 Highlights — **Ruthie Rayner, Principal**

Director's Report — **Tobi Campbell, Director**

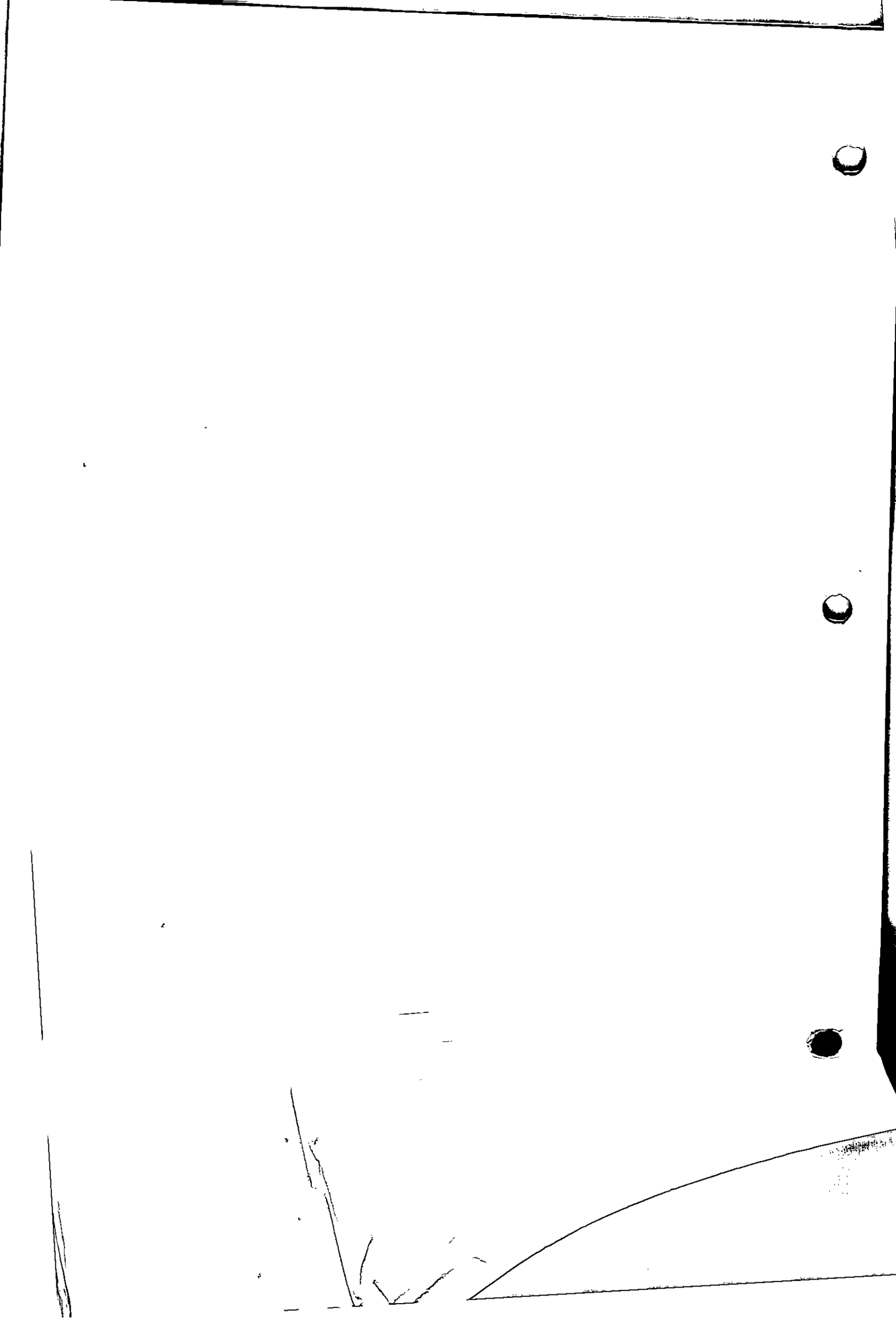
- Financial Report:
  - Approval of March and April 2021 **Financials**
- **Approve Charter Contract Renewal with OKCPS as charter sponsor for FY22-FY26**
- **Approve school property Lease Renewal with OKCPS**
- Discussion of **OKCPS Charter Policy** Implications
- Update on OKCPS **Kitchen Equipment** removal
- Approval to purchase/replace **Kitchen Equipment**
- Review of Student Nutrition Services **(SNS) RFP**
- Approval to authorize Administrative Team and Legal Counsel to select and **contract with an approved vendor** for SNS for FY '22.
- Approval of **Employment Contracts**, Resignations and New Hires
- Approval of FY 2022 **Vendor Contracts**
- Approval of FY 2022 **Budget**
- Approval of **Board Meeting Dates** for FY '22

Principal's Report — **Ruthie Rayner, Principal**

New Business

Adjourn — **5:00 p.m.**

Next Meeting: Monday, August 2, 2021



STANLEY HUPFELD ACADEMY (SHA) at Western Village
ADVISORY COUNCIL, MINUTES OF MEETING
April 5, 2021

ATTENDEES

Voting Members in attendance: Christina Adcox, Tobi Campbell, Keith Cassell, Eric Harmon, Stanley Hupfeld, Ken Lawson, Pam Millington, Charles Peoples, John Vera, Rosalynn Wade

Voting Members absent: Mike Hatch, David Jackson

School Staff & Guests in attendance: Julie Dolf, Heather Meldrum, Ruthie Rayner

MINUTES

On a motion by Pam Millington, seconded by Keith Cassell, **Minutes of the December 7, 2020** Advisory Board meeting were unanimously approved.

DIRECTOR'S REPORT

Financial & Facility

Income Statements and Monthly Financial Reports including: Compilation Report; Statement of Assets, Liabilities and Net Assets – Cash Basis; Statement of Revenue and Expenses – General Fund – Cash Basis; Detailed Revenue Summary – General Fund – Cash Basis; and Statement of Expenses Two Year Comparisons by Project, Object – General Fund – Cash Basis, for periods **ended 11/20/20, 12/31/20, 1/31/21 and 2/28/21** were reviewed and unanimously accepted as presented, on a motion by Ken Lawson, seconded by John Vera.

Contract for Audit

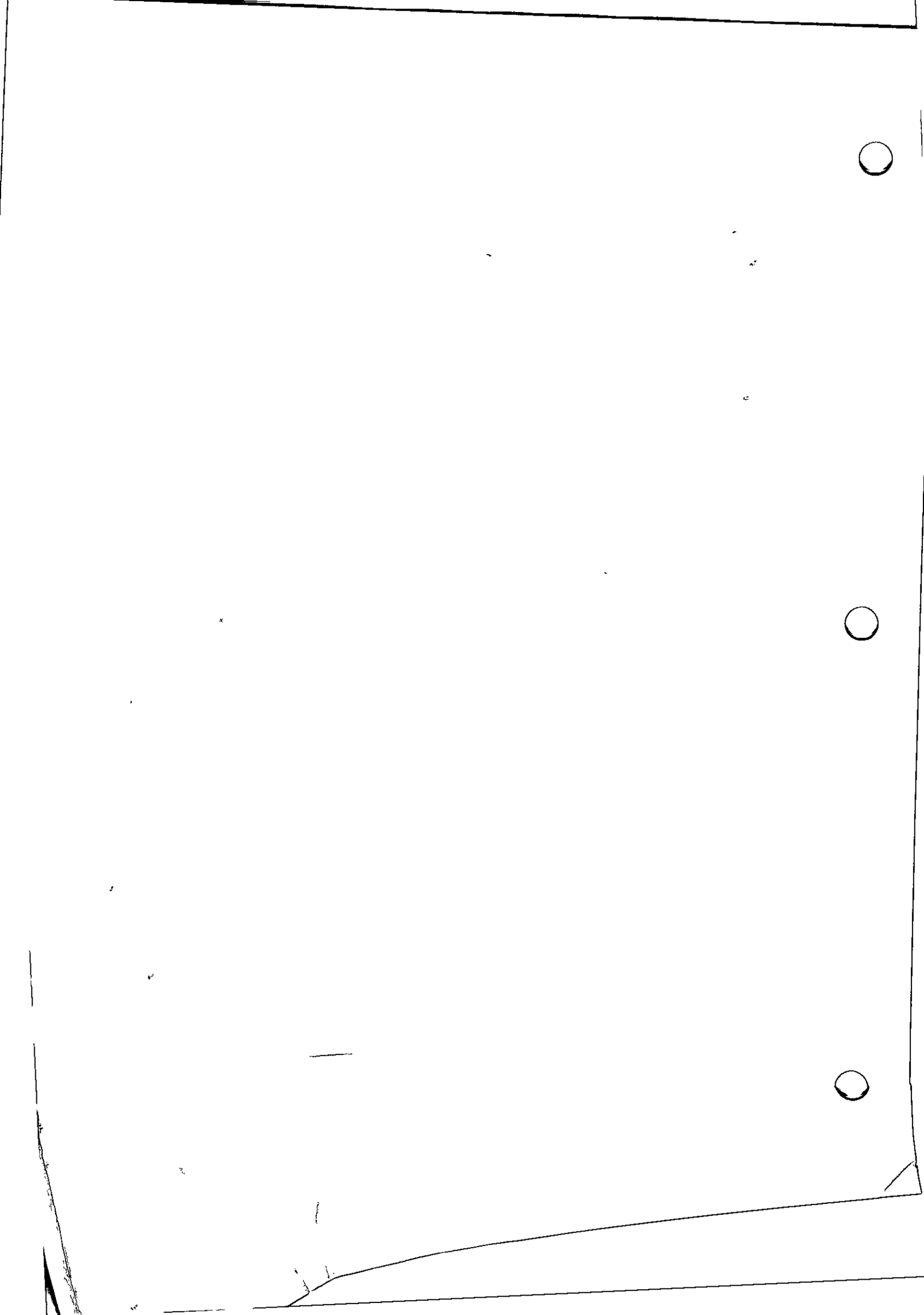
On a motion by Charles Peoples, seconded by Eric Harmon, the board unanimously approved the **Contract for Audit of Public Schools** for year ended June 30, 2021, with vendor Britton, Kuykendall & Miller, Certified Public Accountants.

Charter Contract & Lease/OKCPS

The proposed agreement terms were reviewed and discussed. On a motion by Keith Cassell, seconded by Ken Lawson, the Board unanimously agreed to authorize the SHA administrative and legal team to finalize the negotiation of terms with OKCPS, and process the documents for signature.

Employment Contracts

Staff Employment Contracts, Salaries and Staffing Assignments for 2021-2022, including the authorization for 4 full-time new hires to fill existing open teaching positions, were unanimously approved on a motion by Eric Harmon, seconded by Christina Adcox.



PRINCIPAL'S REPORT

Calendar & Based Upon Hours

The board unanimously approved the application to the OSDE for operation under a school-hours policy for the 2021-2022 school year, and approved the 2021-2022 SHA Academic Calendar as presented, on a motion by Charles Peoples, seconded by Pam Millington.

NEW BUSINESS

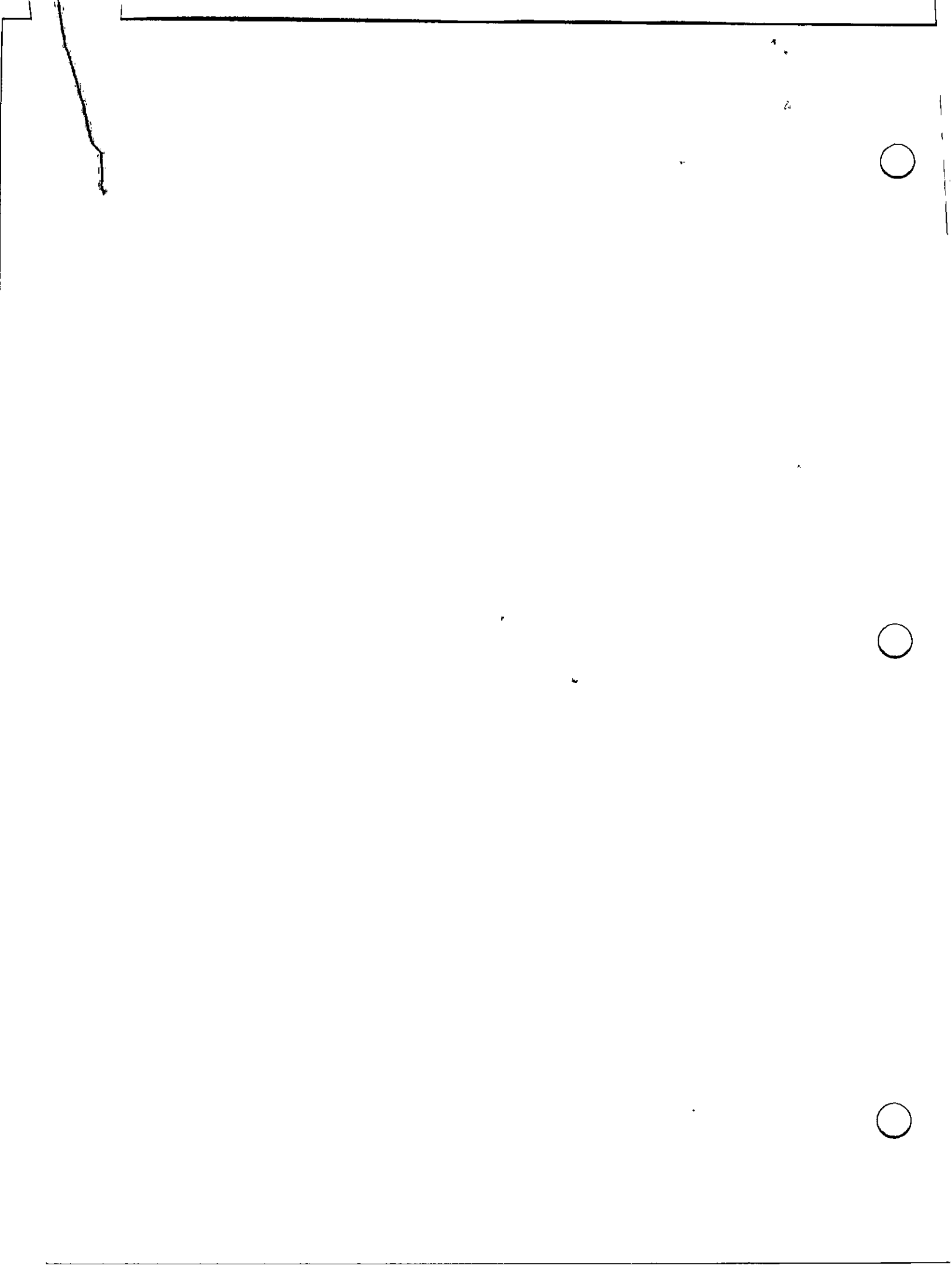
None

ADJOURN

There being no further business, the meeting was adjourned at 4:50 p.m.

NEXT MEETING: June 7, 2021

Approved: _____ **Ruthie Rayner, Secretary**



STANLEY HUPFELD ACADEMY (SHA) at Western Village
ADVISORY COUNCIL, MINUTES OF MEETING
June 7, 2021

ATTENDEES

Voting Members in attendance: Tobi Campbell, Keith Cassell, Eric Harmon, Stanley Hupfeld, David Jackson, Ken Lawson, Pam Millington, Charles Peoples, John Vera

Voting Members absent: Christina Adcox, Mike Hatch, Rosalynn Wade

School Staff & Guests in attendance: Rebecca Budd, Kathy Lowder, Ruthie Rayner

MINUTES

On a motion by Stanley Hupfeld, seconded by Eric Harmon, **Minutes of the April 5, 2021** Advisory Board meeting were unanimously approved.

DIRECTOR'S REPORT

Financial & Facility

Income Statements and Monthly Financial Reports including: Compilation Report; Statement of Assets, Liabilities and Net Assets – Cash Basis; Statement of Revenue and Expenses – General Fund – Cash Basis; Detailed Revenue Summary – General Fund – Cash Basis; and Statement of Expenses Two Year Comparisons by Project, Object – General Fund – Cash Basis, for periods **ended 3/31/21 and 4/30/21** were reviewed and unanimously accepted as presented, on a motion by David Jackson, seconded by Charles Peoples.

Charter Contract & Lease/OKCPS

The proposed agreement terms were reviewed and discussed. On a motion by Stanley Hupfeld, seconded by Pam Millington, the Board unanimously agreed to approve the charter contract for FY 22-FY26. On a motion by Charles Peoples, seconded by Keith Cassell, the Board unanimously agreed to approve the lease renewal for FY 22-31.

Kitchen Equipment

The bid from Oklahoma Restaurant Supply to replace kitchen equipment was reviewed by the board. On a motion by Eric Harmon, seconded by Stanley Hupfeld, the Board unanimously agreed to accept the bid and proceed with the purchase.

Student Nutrition Services

Vendor options were discussed by the board. On a motion by John Vera, seconded by Stanley Hupfeld, the Board unanimously agreed to authorize the SHA administrative team to accept the best bid and to notify the board accordingly.

Employment Contracts

Staff contracts for 2021-2022 were unanimously approved on a motion by Charles Peoples, seconded by Pam Millington.

Vendor Contracts

The list of vendor contracts was reviewed and approved on a motion by Eric Harmon, seconded by Stanley Hupfeld.

Budget

On a motion by Stanley Hupfeld, seconded by Eric Harmon, the budget for FY22 was unanimously approved.

Board Meeting Dates

On a motion by Charles Peoples, seconded by David Jackson, board meeting dates for FY22 were unanimously approved.

PRINCIPAL'S REPORT

OK A+ information was reviewed, along with documentation that SHA is compliant with required Consolidated Monitoring documents.

NEW BUSINESS

Stanley Hupfeld suggested that board members send thank you notes to Tim Pehrson, CEO of INTEGRIS Health, in appreciation of their generous and unwavering commitment to SHA for 21 years.

ADJOURN

There being no further business, the meeting was adjourned at 5:10 pm.

NEXT MEETING: August 2, 2021

Approved: _____Ruthie Rayner, Secretary

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending March 31, 2021

CURRENT MONTH						YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
233,251	229,035	4,215	F	1.84	OTHER REVENUE	1,761,819	2,061,318	299,498	U	14.53
233,251	**229,035**	**4,215**	**F**	**1.84**	**TOTAL REVENUE**	**1,761,819**	**2,061,318**	**299,498**	**U**	**14.53**
159,488	170,576	11,088	F	6.50	SALARIES AND BENEFITS	1,462,540	1,535,181	72,642	F	4.73
1,250	2,112	862	F	40.83	PROFESSIONAL FEES	23,700	19,012	4,688	U	24.66
4,020	10,792	6,772	F	62.75	SUPPLIES AND MATERIALS	53,220	97,127	43,906	F	45.21
45,645	32,077	13,568	U	42.30	PURCHASED SERVICES	211,367	288,690	77,323	F	26.78
9,504	11,201	1,697	F	15.15	UTILITIES/RENTAL/OTHER	54,301	100,805	46,504	F	46.13
4,980	5,232	252	F	4.83	DEPRECIATION/AMORTIZATION	43,632	46,488	2,856	F	6.14
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
224,886	**231,989**	**7,104**	**F**	**3.06**	**TOTAL EXPENSES**	**1,848,760**	**2,087,303**	**238,543**	**F**	**11.43**
8,365	**(2,954)**	**11,319**	**F**	**383.18**	**INCOME FROM OPERATIONS**	**(86,941)**	**(25,986)**	**60,955**	**U**	**234.57**
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
8,365	**(2,954)**	**11,319**	**F**	**383.18**	**NET INC/(LOSS) before Mkt Chg**	**(86,941)**	**(25,986)**	**60,955**	**U**	**234.57**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
8,365	**(2,954)**	**11,319**	**F**	**383.18**	**NET INC/(LOSS) before Unusual**	**(86,941)**	**(25,986)**	**60,955**	**U**	**234.57**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
8,365	**(2,954)**	**11,319**	**F**	**383.18**	**NET INCOME/(LOSS)**	**(86,941)**	**(25,986)**	**60,955**	**U**	**234.57**

STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

MARCH 31, 2021

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Statement of Revenue and Expenses – General Fund - Cash Basis	2
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Statement of Expenses Two Year Comparison by Project, Object – General Fund - Cash Basis	4-5

JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

April 2, 2021

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of March 31, 2021 and the related statements of revenues and expenses – cash basis for the nine (9) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
WWW.JENKINSKEMPER.COM

STANLEY HUPFELD ACADEMY
MARCH 31, 2021
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 354,926.75
Total Assets	354,926.75
Liabilities	
Outstanding payments 2020-21	76,698.86
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	81,323.49
Cash Fund Balance	$ 273,603.26

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 3/31/2020	% of YTD to Budj.	2020-21 Budgeted	2020-21 3/31/2021	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64	6,096.41	92.0%			N/A
Commissions	1460	476.92	476.92	100.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	5,655.38	71.2%		619.50	N/A
Contributions and Donations	1610	250,100.00	250,100.00	100.0%	500,000.00	100,000.00	20.0%
Student Lunches	1710	797.50	797.50	100.0%			N/A
Adult Lunches	1730	127.25	127.25	100.0%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	1,387,945.00	72.0%	1,827,776.66	1,315,999.20	72.0%
Flexible Benefit	3250	184,530.12	132,861.69	72.0%	183,001.56	132,449.47	72.4%
Reading Sufficiency	3415	13,279.86	13,279.86	100.0%		12,836.25	N/A
Textbooks	3420	15,961.05	11,491.96	72.0%	15,762.13	15,848.13	100.5%
State Matching	3720	2,342.96	1,171.48	50.0%	2,225.81	1,167.15	52.4%
Title I	4210	134,167.43	73,999.02	55.2%	160,000.00	57,726.90	36.1%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57	20,847.82	97.3%		23,004.98	N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58	37,205.00	75.3%	55,000.00	24,466.91	44.5%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%			N/A
Title IV, Part A Student Support	4442	15,000.00	15,000.00	100.0%	15,000.00	10,000.00	66.7%
CARES Act & Incentive	4689			N/A	114,000.00	78,918.93	69.2%
Federal Lunches	4710	125,963.08	116,136.26	92.2%	177,341.60	38,937.60	22.0%
Federal Breakfasts	4720	47,854.77	44,437.38	92.9%		18,812.24	N/A
Fresh Fruits/Vegetable Program	4760	12,857.52	10,289.52	80.0%		16,831.91	N/A
Correcting Entry	5600	355.14	236.14	66.5%		248.24	N/A
Total revenue		2,851,653.67	2,162,195.73	75.8%	3,050,107.76	1,862,205.68	61.1%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	2,303,177.19		3,323,716.34	2,135,814.26	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	1,463,716.94	75.2%	2,050,000.00	1,366,378.33	66.7%
Non-payroll	300-900	781,132.64	520,165.49	66.6%	1,100,000.00	495,832.67	45.1%
Total expenditures		2,727,725.70	1,983,882.43	72.7%	3,150,000.00	1,862,211.00	59.1%
Ending Balance		$ 273,608.58	319,294.76		173,716.34	273,603.26	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October					167,069.06	16,879.89		27,220.91		211,169.86
November					167,069.06	16,879.86		9,145.54	61,016.29	254,110.75
December		31.42			167,069.06	29,019.59		9,270.18		205,390.25
January					151,636.59	16,248.88		1,387.65	31,562.83	200,835.95
February		24.25			164,496.98	16,334.88	1,167.15	6,671.92	68,947.98	257,643.16
March		563.83			164,520.34	16,248.89		20,885.55	31,114.49	233,333.10
April										-
May										-
June										-
Totals	-	619.50	100,000.00	-	1,315,999.20	161,133.85	1,167.15	74,581.75	208,455.99	1,861,957.44

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 3/31/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 3/31/2021	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	920,689.79	78.90%	1,250,000.00	855,830.94	68.47%
Employee Benefits	200	328,329.76	246,466.90	75.07%	390,000.00	206,746.10	53.01%
Worker's Compensation	290	6,654.93	6,097.53	91.62%	15,500.00	5,703.42	36.80%
Management Services	310	6,000.00	4,500.00	75.00%	72,500.00	4,500.00	6.21%
Professional-Education Services	320	1,226.41	360.00	29.35%	50,000.00		0.00%
Accounting Services	331	41,200.00	30,950.00	75.12%	40,000.00	31,700.00	79.25%
Medical Services	336	40,002.60	29,456.59	73.64%	52,000.00	32,881.71	63.23%
Security Services	344	2,235.00	2,055.00	91.95%	1,000.00	1,672.50	167.25%
Tech Related Services	346	94.04	94.04	100.00%	-	439.30	N/A
Legal Services	350	4,154.30	4,154.30	100.00%	-	2,500.00	N/A
Professional Empl Training	360		866.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	8,808.28	74.82%	14,000.00	7,630.70	54.51%
Cleaning Services	420	38,445.75	28,455.75	74.02%	40,000.00	25,480.99	63.70%
Repairs and Maint. Services	430	15,168.91	13,653.79	90.01%	150,000.00	18,405.96	12.27%
Rental Services	440	3,809.61	3,616.76	94.94%	10,000.00	12,921.59	129.22%
Student Transportation	511	1,455.00	1,295.00	89.00%	-		N/A
Insurance	520	35,914.00	30,992.34	86.30%	40,000.00	44,526.36	111.32%
Communications Services	530	10,767.21	7,542.41	70.05%	9,500.00	8,610.13	90.63%
Advertising	540	179.20	179.20	100.00%		179.17	N/A
Printing and Binding	550	4,373.02	2,076.89	47.49%	1,500.00	820.62	54.71%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	23,084.26	77.90%	110,000.00	20,583.40	18.71%
Energy	620	45,147.35	36,473.24	80.79%	50,000.00	30,395.15	60.79%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	3,558.74	#######	7,500.00	1,798.88	23.99%
Equipment and Furniture	650	13,807.79	18,287.88	132.45%	20,000.00	23,492.00	117.46%
Awards, Gifts, Decorations	682	9,816.05	6,636.04	67.60%	15,000.00	2,824.98	18.83%
Technology Related Hardware	733	83,956.48	81,609.04	97.20%	85,000.00	15,102.46	17.77%
Dues and Fees	810	4,321.92	2,821.92	65.29%	4,250.00	4,188.25	98.55%
Staff Registration & Tuition	860	1,055.00	855.00	81.04%	250.00	120.00	48.00%
Donations	881	870.76	747.16	85.81%	-		N/A
Reimbursement	930	355.14	236.14	66.49%		248.24	N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59	41,638.35	71.99%	55,000.00	39,479.97	71.78%
Subtotal		1,965,501.67	1,558,258.75	79.28%	2,484,000.00	1,398,852.82	56.31%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00		0.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	-	0.00%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69	115,293.46	65.76%	225,000.00	58,916.99	26.19%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	13,012.65	82.15%	10,000.00	10,400.60	104.01%
Subtotal		191,157.52	128,306.11	67.12%	245,000.00	69,317.59	28.29%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	137,641.59	63.56%	185,000.00	139,098.87	75.19%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	121,713.66	65.82%	165,000.00	121,046.42	73.36%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	121,713.66	65.82%	175,000.00	121,046.42	69.17%

STANLEY HUPFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 3/31/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 3/31/2021	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	37,205.00	74.47%	60,000.00	43,656.00	72.76%
Services/Materials	300-860		757.32	N/A	1,000.00		0.00%
Subtotal		49,958.33	37,962.32	75.99%	61,000.00	43,656.00	71.57%
Cares Act (Proj. 788)							
Personnel Services - Salaries	100					68,579.76	
Personnel Services - Empl Benefits	200					21,659.54	
Subtotal						90,239.30	
Grand Total		2,727,725.70	1,983,882.43	72.73%	3,150,000.00	1,862,211.00	59.12%
Payroll Expenses	100-200	1,946,593.06	1,463,716.94	75.19%	2,050,000.00	1,366,378.33	66.65%
Non-Payroll Expenses	300-900	781,132.64	520,165.49	66.59%	1,100,000.00	495,832.67	45.08%
Totals		2,727,725.70	1,983,882.43	72.73%	3,150,000.00	1,862,211.00	59.12%

INTEGRIS ACADEMY
INCOME STATEMENT
Period Ending April 30, 2021

CURRENT MONTH							YEAR TO DATE				
ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR	DESCRIPTION	ACTUAL	BUDGET	AMOUNT VARIANCE		% VAR
0	0	0	F	0	NET OPERATING REVENUE	0	0	0	F	0
252,238	229,035	23,203	F	10.13	OTHER REVENUE	2,014,057	2,290,353	276,296	U	12.06
252,238	**229,035**	**23,203**	**F**	**10.13**	**TOTAL REVENUE**	**2,014,057**	**2,290,353**	**276,296**	**U**	**12.06**
162,119	170,576	8,457	F	4.96	SALARIES AND BENEFITS	1,624,659	1,705,757	81,098	F	4.75
1,250	2,112	862	F	40.83	PROFESSIONAL FEES	24,950	21,125	3,825	U	18.11
3,398	10,792	7,394	F	68.52	SUPPLIES AND MATERIALS	56,618	107,918	51,300	F	47.54
19,012	32,077	13,065	F	40.73	PURCHASED SERVICES	230,379	320,766	90,387	F	28.18
6,271	11,201	4,930	F	44.02	UTILITIES/RENTAL/OTHER	60,571	112,006	51,434	F	45.92
4,657	4,910	252	F	5.14	DEPRECIATION/AMORTIZATION	48,289	51,398	3,109	F	6.05
0	0	0	U	0	NET BAD DEBT EXPENSE	0	0	0	U	0
0	0	0	U	0	INTEREST EXPENSE	0	0	0	U	0
196,706	**231,667**	**34,961**	**F**	**15.09**	**TOTAL EXPENSES**	**2,045,467**	**2,318,970**	**273,504**	**F**	**11.79**
55,531	**(2,632)**	**58,163**	**F**		**INCOME FROM OPERATIONS**	**(31,409)**	**(28,618)**	**2,792**	**U**	**9.76**
0	0	0	F	0	OPERATING INCOME ATTRIBUTABLE TO NON CONTROLLING INTEREST	0	0	0	F	0
55,531	**(2,632)**	**58,163**	**F**		**OPERATING INCOME AFTER NON CONTROLLING INTEREST**	**(31,409)**	**(28,618)**	**2,792**	**U**	**9.76**
0	0	0	F	0	NON OPERATING INCOME	0	0	0	F	0
55,531	**(2,632)**	**58,163**	**F**		**NET INC/(LOSS) before Mkt Chg**	**(31,409)**	**(28,618)**	**2,792**	**U**	**9.76**
0	0	0	F	0	UNRLZ INC/DEC MKT VALUE	0	0	0	F	0
55,531	**(2,632)**	**58,163**	**F**		**NET INC/(LOSS) before Unusual**	**(31,409)**	**(28,618)**	**2,792**	**U**	**9.76**
0	0	0	F	0	UNUSUAL/NON-RECURRING GAIN/(LOSSES)	0	0	0	F	0
55,531	**(2,632)**	**58,163**	**F**		**NET INCOME/(LOSS)**	**(31,409)**	**(28,618)**	**2,792**	**U**	**9.76**
0	0	0	F	0	NON OPERATING INCOME ATTRIBUTABLE TO NON CONTROLLING INTEREST	0	0	0	F	0
0	**0**	**0**	**F**	**0**	**NON OPERATING INCOME AFTER NON CONTROLLING INTEREST**	**0**	**0**	**0**	**F**	**0**
55,531	**(2,632)**	**58,163**	**F**		**NET INCOME/(LOSS) AFTER NON CONTROLLING INTEREST**	**(31,409)**	**(28,618)**	**2,792**	**U**	**9.76**

STANLEY HUPFELD ACADEMY
OKLAHOMA CITY, OKLAHOMA

MONTHLY FINANCIAL REPORT

APRIL 30, 2021

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JENKINS & KEMPER
CERTIFIED PUBLIC ACCOUNTANTS, P.C.

JACK JENKINS, CPA
MICHAEL KEMPER, CPA

May 4, 2021

Honorable Board of Education
Stanley Hupfeld Academy
Oklahoma City, Oklahoma

We have compiled the accompanying statement of assets, liabilities, and net assets – cash basis for the Stanley Hupfeld Academy as of April 30, 2021 and the related statements of revenues and expenses – cash basis for the ten (10) months then ended. Prior year's comparative revenue and expense information and current year budgetary information are included in the related statements of revenue and expenses, as well as items listed in the table of contents under the heading supplemental information, which are presented only for analysis purposes. Our compilation was performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements have been prepared on the cash basis of accounting and the budget laws of the State of Oklahoma, which is a basis of accounting other than generally accepted accounting principles.

A compilation is limited to presenting, in the form of financial statements and supplemental information that is the representation of the management. We have not audited or reviewed the accompanying financial statements and supplemental information and, accordingly, do not express an opinion or any other form of assurance on them. However, we did become aware of a departure from the cash and budgetary basis of accounting that is described in the following paragraph.

The regulatory basis of accounting requires a specific format of presentation of governmental funds and the accompanying presentation does not comply with that format. Additionally, fixed assets and any related debt are not included in the statement of assets, liabilities and net assets presented on a cash basis. Any such accounts are reflected in the statement of revenues and expenses as a corresponding receipt and/or expenditure of funds. The effects of these departures on the financial statements have not been determined.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the School's assets, liabilities, net assets, revenues and expenses. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Stanley Hupfeld Academy

Sincerely,

Jenkins & Kemper, CPAs P.C.

Jenkins & Kemper
Certified Public Accountants, P.C.

116 WEST BRECKENRIDGE AVE, BIXBY, OK 74008
PHONE: 918.366.4440 FAX: 918.366.4443
WWW.JENKINSKEMPER.COM

STANLEY HUPFELD ACADEMY
APRIL 30, 2021
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS - CASH BASIS

	General Fund
Assets	
Cash	$ 362,290.82
Total Assets	362,290.82
Liabilities	
Outstanding payments 2020-21	33,530.92
Outstanding payments 2019-20	4,561.63
Open Encumbrances	63.00
Total Liabilities	38,155.55
Cash Fund Balance	$ 324,135.27

SEE ACCOUNTANT'S COMPILATION REPORT

STANLEY HUFFELD ACADEMY - 2020-21 FISCAL YEAR
STATEMENT OF REVENUE AND EXPENSES - GENERAL FUND - CASH BASIS

	Source Codes	2019-20 Actual	2019-20 4/30/2020	% of YTD to Budj.	2020-21 Budgeted	2020-21 4/30/2021	% of YTD to Budj.
Revenue							
Interest Earnings	1310	$ 10.86	$ 10.86	100.0%			N/A
Bookstore Revenue	1450	6,623.64	6,096.41	92.0%			N/A
Commissions	1460	476.92	476.92	100.0%			N/A
Miscellaneous Reimb.	1590	7,940.39	5,984.39	75.4%		665.67	N/A
Contributions and Donations	1610	250,100.00	250,100.00	100.0%	500,000.00	100,000.00	20.0%
Student Lunches	1710	797.50	797.50	100.0%			N/A
Adult Lunches	1730	127.25	127.25	100.0%			N/A
Foundation & Incentive Aid	3210	1,927,853.00	1,561,439.00	81.0%	1,827,776.66	1,484,567.35	81.2%
Flexible Benefit	3250	184,530.12	149,469.39	81.0%	183,001.56	148,698.35	81.3%
Reading Sufficiency	3415	13,279.86	13,279.86	100.0%		12,836.25	N/A
Textbooks	3420	15,961.05	12,928.45	81.0%	15,762.13	15,848.13	100.5%
State Matching	3720	2,342.96	1,171.48	50.0%	2,225.81	1,167.15	52.4%
Title I	4210	134,167.43	105,607.48	78.7%	160,000.00	93,827.90	58.6%
Title I Prior Year	4210	28,078.64	28,078.64	100.0%		14,338.27	N/A
Title II-Part A	4271	21,423.57	20,847.82	97.3%		23,210.31	N/A
Title II-Prior Year	4271			N/A			N/A
Special Education - Flowthrough	4310	49,379.58	47,835.00	96.9%	55,000.00	39,794.13	72.4%
Special Education - Preschool	4340	578.75		0.0%			N/A
Special Ed - Prior Year	4340	5,951.64	5,951.64	100.0%			N/A
Title IV, Part A Student Support	4442	15,000.00	15,000.00	100.0%	15,000.00	10,000.00	66.7%
CARES Act & Incentive	4689			N/A	114,000.00	94,706.14	83.1%
Federal Lunches	4710	125,963.08	116,136.26	92.2%	177,341.60	38,937.60	22.0%
Federal Breakfasts	4720	47,854.77	44,437.38	92.9%		18,812.24	N/A
Fresh Fruits/Vegetable Program	4760	12,857.52	10,289.52	80.0%		16,831.91	N/A
Correcting Entry	5600	355.14	236.14	66.5%		248.24	N/A
Total revenue		2,851,653.67	2,396,301.39	84.0%	3,050,107.76	2,114,489.64	69.3%
Cash fund balance (beginning)	6110	140,981.46	140,981.46		273,608.58	273,608.58	
Lapsed Approp/Estopped Warr.	6130-6140	8,699.15					
Total revenue and beg. balance		3,001,334.28	2,537,282.85		3,323,716.34	2,388,098.22	
	Object Codes						
Expenditures							
Payroll	100-200	1,946,593.06	1,633,055.22	83.9%	2,050,000.00	1,512,381.22	73.8%
Non-payroll	300-900	781,132.64	571,077.26	73.1%	1,100,000.00	551,581.73	50.1%
Total expenditures		2,727,725.70	2,204,132.48	80.8%	3,150,000.00	2,063,962.95	65.5%
Ending Balance		$ 273,608.58	333,150.37		173,716.34	324,135.27	

SUPPLEMENTAL INFORMATION

STANLEY HUPFELD ACADEMY - 2020-21 FISCAL YEAR
DETAILED REVENUE SUMMARY - GENERAL FUND - CASH BASIS

	Interest	Reimb.	Donations	Student Lunches	State Aid	Other State Sources	State Matching	Federal Child Nut.	Federal Program	Total
July										-
August					148,505.40	32,642.01			15,814.40	196,961.81
September			100,000.00		185,632.71	16,879.85				302,512.56
October					167,069.06	16,879.89		27,220.91		211,169.86
November					167,069.06	16,879.86		9,145.54	61,016.29	254,110.75
December		31.42			167,069.06	29,019.59		9,270.18		205,390.25
January					151,636.59	16,248.88		1,387.65	31,562.83	200,835.95
February		24.25			164,496.98	16,334.88	1,167.15	6,671.92	68,947.98	257,643.16
March		563.83			164,520.34	16,248.89		20,885.55	31,114.49	233,333.10
April		46.17			168,568.15	16,248.88			67,420.76	252,283.96
May										-
June										-
Totals	-	665.67	100,000.00	-	1,484,567.35	177,382.73	1,167.15	74,581.75	275,876.75	2,114,241.40

STANLEY HUFFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 4/30/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 4/30/2021	% of YTD to Budg.
000 General Fund							
Salaries	100	1,166,835.37	1,009,496.38	86.52%	1,250,000.00	947,340.69	75.79%
Employee Benefits	200	328,329.76	275,064.14	83.78%	390,000.00	228,747.55	58.65%
Worker's Compensation	290	6,654.93	6,436.33	96.72%	15,500.00	6,823.26	44.02%
Management Services	310	6,000.00	5,000.00	83.33%	72,500.00	5,000.00	6.90%
Professional-Education Services	320	1,226.41	360.00	29.35%	50,000.00		0.00%
Accounting Services	331	41,200.00	33,950.00	82.40%	40,000.00	34,700.00	86.75%
Medical Services	336	40,002.60	36,371.40	90.92%	52,000.00	39,293.64	75.56%
Security Services	344	2,235.00	2,115.00	94.63%	1,000.00	1,672.50	167.25%
Tech Related Services	346	94.04	94.04	100.00%	-	439.30	N/A
Legal Services	350	4,154.30	4,154.30	100.00%	-	2,500.00	N/A
Professional Empl Training	360		866.41	N/A	1,000.00	70.00	7.00%
Water Utilities	410	11,772.24	10,140.35	86.14%	14,000.00	8,586.83	61.33%
Cleaning Services	420	38,445.75	30,805.75	80.13%	40,000.00	26,430.99	66.08%
Repairs and Maint. Services	430	15,168.91	13,713.79	90.41%	150,000.00	20,903.76	13.94%
Rental Services	440	3,809.61	3,616.76	94.94%	10,000.00	13,613.26	136.13%
Student Transportation	511	1,455.00	1,295.00	89.00%	-		N/A
Insurance	520	35,914.00	33,453.17	93.15%	40,000.00	46,521.98	116.30%
Communications Services	530	10,767.21	8,388.16	77.90%	9,500.00	8,610.13	90.63%
Advertising	540	179.20	179.20	100.00%		179.17	N/A
Printing and Binding	550	4,373.02	2,262.84	51.75%	1,500.00	968.52	64.57%
Food Service Management	570			N/A			N/A
Staff Travel	580			N/A			N/A
Supplies and Materials	610	29,634.84	25,324.82	85.46%	110,000.00	23,524.34	21.39%
Energy	620	45,147.35	41,590.01	92.12%	50,000.00	33,170.00	66.34%
Food and Milk	630			N/A			N/A
Bks & Periodicals	640	83.40	6,920.92	8298.47%	7,500.00	1,837.85	24.50%
Equipment and Furniture	650	13,807.79	23,287.88	168.66%	20,000.00	23,641.90	118.21%
Awards, Gifts, Decorations	682	9,816.05	6,932.67	70.63%	15,000.00	3,176.19	21.17%
Technology Related Hardware	733	83,956.48	81,609.04	97.20%	85,000.00	24,529.96	28.86%
Dues and Fees	810	4,321.92	4,321.92	100.00%	4,250.00	4,188.25	98.55%
Staff Registration & Tuition	860	1,055.00	855.00	81.04%	250.00	120.00	48.00%
Donations	881	870.76	870.76	100.00%	-		N/A
Reimbursement	930	355.14	355.14	100.00%		248.24	N/A
Credit Card pmt not yet classified				N/A			N/A
Intrafund Transfer	970	57,835.59	46,843.17	80.99%	55,000.00	44,537.01	80.98%
Subtotal		1,965,501.67	1,716,674.35	87.34%	2,484,000.00	1,551,375.32	62.45%
Richison Family Foundation (Proj. 019)							
Communication Services	530	30,389.18		0.00%			
General Supplies & Materials	610-650	46,733.31		0.00%			
Awards, Gifts, Decorations	682	9,900.00	9,900.00	100.00%			
Donations	881	1,764.40		0.00%			
Subtotal		88,786.89	9,900.00	11.15%			
Child Nutrition (Proj. 285,385,763,764,768)							
Food Service Management	570	175,317.69	115,293.46	65.76%	225,000.00	58,916.99	26.19%
Cleaning & Maintenance Supplies	618			N/A	10,000.00		0.00%
Food and Milk	630	15,839.83	13,012.65	82.15%	10,000.00	12,095.75	120.96%
Subtotal		191,157.52	128,306.11	67.12%	245,000.00	71,012.74	28.98%
Flexible Benefit Allowance (Proj. 331-335)							
Salaries/Employee Benefits	100-299	216,540.33	153,271.10	70.78%	185,000.00	154,349.00	83.43%
Reading Sufficiency (Proj. 367)							
Salaries/Employee Benefits	100-299	4,245.15					
Supplies & Materials	300-860	25,130.41					
Subtotal		29,375.56					
Basic Prog, CY (Proj. 511)							
Salaries/Employee Benefits	100-299	184,929.27	147,388.60	79.70%	165,000.00	138,287.98	83.81%
Services/Materials	300-860			N/A	10,000.00		0.00%
Subtotal		184,929.27	147,388.60	79.70%	175,000.00	138,287.98	79.02%

STANLEY HUFFELD ACADEMY -
2020-21 FISCAL YEAR
STATEMENT OF EXPENSES TWO YEAR COMPARISON
BY PROJECT/OBJECT - GENERAL FUND - CASH BASIS

Classification (Project)	Object	2019-20 Actual	2019-20 4/30/2020	% of YTD to Budg.	2020-21 Budgeted	2020-21 4/30/2021	% of YTD to Budg.
Project ECCO (Proj. 615)							
Books & Periodicals	640	1,476.13					
Special Education (Proj. 621,641)							
Salaries/Employee Benefits	100-299	49,958.33	47,835.00	95.75%	60,000.00	43,656.00	72.76%
Services/Materials	300-860		757.32	N/A	1,000.00		0.00%
Subtotal		49,958.33	48,592.32	97.27%	61,000.00	43,656.00	71.57%
Cares Act (Proj. 788)							
Personnel Services - Salaries	100					80,009.72	
Personnel Services - Empl Benefits	200					25,272.19	
Subtotal						105,281.91	
Grand Total		2,727,725.70	2,204,132.48	80.80%	3,150,000.00	2,063,962.95	65.52%
Payroll Expenses	100-200	1,946,593.06	1,633,055.22	83.89%	2,050,000.00	1,512,381.22	73.77%
Non-Payroll Expenses	300-900	781,132.64	571,077.26	73.11%	1,100,000.00	551,581.73	50.14%
Totals		2,727,725.70	2,204,132.48	80.80%	3,150,000.00	2,063,962.95	65.52%

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CONTRACT FOR CHARTER SCHOOL

AGREEMENT between Independent School District No. 89 of Oklahoma County, Oklahoma, also known as Oklahoma City Public Schools, in its capacity as sponsoring school district pursuant to the Oklahoma Charter Schools Act, 70 O.S. §§3-130, et seq., and WESTERN VILLAGE ACADEMY, INC. for the operation of STANLEY HUPFELD ACADEMY AT WESTERN VILLAGE.

ARTICLE I: DEFINITIONS/INTERPRETATION

1.1 Definitions. For purposes of this Contract, and in addition to the terms defined throughout this Contract, each of the following words or expressions, whenever initially capitalized, shall have the meaning set forth in this Section:

a. "Act" means the Oklahoma Charter Schools Act as may be amended from time to time, 70 O.S. §§3-130, et seq.;

b. "Applicable Law" means all state and federal laws, rules and regulations promulgated pursuant thereto, and prevailing case law interpreting them that the charter school is required to follow;

c. "Application" means the charter school application and supporting documentation submitted by Developer and approved by the District's Board of Education (Attached as Appendix E);

d. "Board" means the Board of Education of the District;

e. "Charter" means the Charter contract adopted by the Charter School as required by §3-136 of the Act;

f. "Charter School" means the schools created by this contract and operated by Developer, known as STANLEY HUPFELD ACADEMY AT WESTERN VILLAGE,

g. "Chief Administrative Officer" means the superintendent, principal, or highest level administrator of the Charter School.

h. "Contract" means this contract between District, as sponsor of the Charter School, and Developer for the operation of Charter School;

i. "Developer" means WESTERN VILLAGE ACADEMY, INC., an Oklahoma not-for-profit corporation;

j. "District" means Independent School District No. 89 of Oklahoma County, Oklahoma, also known as Oklahoma City Public Schools;

k. "District Charter Policy" means the District Board of Education policy on Charter Schools, found at I-22.

l. "Governing Board" means the governing body for STANLEY HUPFELD

ACADEMY AT WESTERN VILLAGE which shall be responsible for the policies and operational decisions of the charter school.

m. "Initial Charter Date" means the date upon which the Charter School commences operation pursuant to this Contract; and

n. "School" means the Oklahoma not-for-profit corporation named WESTERN VILLAGE ACADEMY, INC., (the owner and operator of "CHARTER SCHOOL") or the "CHARTER SCHOOL" depending upon the sense and context in which the term is used.

1.2 Captions. The captions and headings in this Contract are included for convenience only and are not to be considered in any construction or interpretation of this Contract or any of its provisions.

1.3 Incorporation. This Contract includes the Attachments hereto; any and all amendments executed by the District and the School; any and all modifications to the Application approved by the District and the School; incorporates by reference the Application and accompanying documents; and hereby incorporates by reference the Oklahoma Charter Schools Act and applicable Department of Education rules and regulations. In the event of an inconsistency or dispute between the Application and the terms and conditions of this Contract, the language or provisions of this contract shall control. District's Charter Policy and its regulations shall apply to all charter schools which are sponsored by District. District may amend and revise its policy and its regulations, and all charter schools sponsored by District shall be subject to any such amendments and revisions following notification.

ARTICLE II: TERM OF CONTRACT

2.1 Term. The term of this Contract shall commence on July 1, 2021, and shall terminate on June 30, 2026 unless terminated as provided herein.

ARTICLE III: GOVERNANCE

3.1 Mission. The mission of the School is set forth in Appendix A.

3.2 Governance. The School, as organized and administered under the direction of the School's Governing Board, shall govern the Charter School in a manner that is consistent with the terms of this Contract so long as such provisions are in accordance with state, federal, and local law. The School shall have final authority and responsibility for the academic, financial, and organizational performance of the School, the fulfillment of this Contract, and approval of the Charter School's budgets. The Governing Board shall also have authority for and be responsible for policy and operational decisions of the Charter School. Nothing herein shall prevent the School from delegating said authority and responsibility herein to officers, employees and agents

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of Charter School, including the school's governing board. The School shall govern the Charter School pursuant to the following terms and conditions:

a. Bylaws. The bylaws of the Charter School shall provide for the governance of the operation of the Charter School as a public charter school and shall at all times be consistent with this Contract and Applicable Law. The bylaws are attached to this Contract as Appendix B (initially or as amended, the "Bylaws"). Any modification to the Bylaws must be submitted to the District within five business days of approval by the Governing Board.

b. Articles of Incorporation. The Articles of Incorporation of the Developer are attached hereto as Appendix C. Any amendment to the Articles of Incorporation must be submitted to the District within five business days of being filed.

c. Composition. The composition of the Charter School's Governing Board shall at all times be determined by and consistent with its articles and bylaws and all applicable law and policy. A list of Governing Board members and contact information is attached to this Contract as Appendix D. The Governing Board shall notify the District of any changes to Appendix D within five business days of their taking effect and provide the District with the amended list. Governing Board shall not add sites, facilities, programs, or grades beyond those set forth in the Application or the Charter School Contract unless this Charter Contract is specifically amended accordingly.

d. Conflicts of Interest. Subject to 70 O.S. §3-136(A)(17) of the Act, the Governing Board acknowledges and agrees that they shall abide by the same conflict of interest requirements as members of the Oklahoma City Public Schools Board of Education.

e. Non-Commingling. Assets, funds, liabilities and financial records of the Charter School shall be kept separate from assets, funds, liabilities, and financial records of any other person, entity, or organization. In addition, the assets, funds, liabilities and financial records of the Developer and the Charter School will be kept separate from assets, funds, liabilities, and financial records of each other.

f. Taxes and Bonds. The Governing Board may not levy taxes or issue bonds.

g. Lawsuits. A charter school may enter into contracts and sue and be sued. Oklahoma City Public Schools shall not incur any liability for actions taken by the School prior to commencement of their contract, during their contract, and after the School has closed.

ARTICLE IV: SCHOOL OPERATIONS

4.1 School Operations. The Charter School and its Governing Board shall operate at all times in accordance with all federal and state laws, local ordinances, regulations and District policies applicable to charter schools.. This Contract shall prohibit the Charter School from contracting with an educational management organization or charter management organization to provide the day-to-day operations of the charter school unless this relationship is stated expressly in the approved application.

4.2 Public School Status. The Charter School shall be deemed a public school subject to all applicable provisions of local, state and federal law and regulation, specifically including but not limited to health and safety, civil rights, student assessment and assessment administration, data collection, reporting, grading, and remediation requirements, except to the extent such provisions are inapplicable to charter schools, or where such conflicts with the Act or the Charter School is otherwise exempt.

4.3 Non-Sectarian Status. The Charter School shall be non-sectarian in its programs, admissions policies, employment practices and all other operations. The School shall comply with all state and federal laws applicable to public schools concerning church-state issues and shall not be affiliated with a non-public sectarian school or religious institution.

4.4 Open Meetings and Public Records. The School and its Governing Board shall comply with and implement policies to ensure that it complies with the Oklahoma Open Meeting Act and the Oklahoma Open Records Act. The District designated contact shall receive the meeting notices, agendas and minutes at the same time as the Governing Board. The Charter School shall provide the District with a calendar of Governing Board meetings at the same time it provides such to the Oklahoma County Clerk.

4.5 Non-Discrimination. The School shall not discriminate in its operations against any student, employee or any other person on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, gender identity or expression, genetic information, alienage, military service, parental, family and marital status, or any other ground that would be unlawful if done by any other public school. The School shall not limit admission based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measures of achievement, aptitude, athletic ability, or need for special education services in accordance with Applicable Law. It shall take all steps necessary to ensure that discrimination does not occur, as required by federal civil rights law.

4.6 Financial Reporting Requirements. Monthly financial reporting will be provided to the District's designated contact no later than the 20th of the month following the actual reporting date. Monthly reporting will include copies of the statement of current month and year to date

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actual revenue and expenditures versus the annual budget, monthly bank reconciliations, a detailed encumbrance report, and verification of FDIC and/or collateral coverage for funds held by any banking institution. In addition, copies of the School's annual financial reporting including the Estimate of Needs, all Oklahoma State Department of Education OCAS District reports and the annual financial audit will be provided within ten business days of the applicable certification or board approval of the report.

4.7 Administrative Records. The School will maintain all administrative records and student academic records required by law. The School agrees to make all records promptly available to the District upon request within ten business days. Administrative records include, but are not limited to personnel files, contracts and financial documents. Student academic records include, but are not limited to, admissions/enrollment records, student directory information, attendance, test scores and transcripts. The District will notify the School via e-mail and certified mail to the contact information on file for the School. If an extension of time is necessary, the School will advise the District of the requested extension prior to the original deadline via communication with the district's designee.

School shall file an annual report with the Office of Accountability in accordance with 70 O.S. §3-143 containing information requested by the Office of Accountability, including but not limited to information on enrollment, testing, curriculum, finances, and employees.

4.8 Program Audits. The Charter School shall be subject to special education compliance review. The Charter School shall be subject to review of the percentages of and reasons for student dismissal from the Charter School. The Charter School shall keep records reflecting the dismissal of any student and the reason(s) for said dismissal.

4.9Financial Audits. The Charter School shall be subject to audits of programs and financial conditions as may be imposed by state or federal law, including but not limited to the Oklahoma Public School Audit Law, 70 O.S. §22-101, et seq.

The Charter School shall provide to the District's Superintendent or designated representative a copy of the Charter School's external audit with the board minutes documenting the governing board's action to accept the audit no later than the same date such audit is due to the Oklahoma State Department of Education.

By this same deadline, if School's audit includes any deficiencies or findings, School shall provide to the District a detailed Corrective Action Plan addressing each audit deficiency notated. In the event any issue for which School received a deficiency is cited in the following year's audit, District reserves the right to place School on probation, non-renew or terminate School's charter contract.

In the event School receives a Disclaimer of Opinion Audit, School shall be required to conduct its following year audit and provide to the District no later than October 31st. If any of the issues identified in the Disclaimer of Opinion Audit remain issues of concern in the following audit, District shall begin closure proceedings (Addendum A).

School shall provide District with access to facilities in accordance with their lease, if applicable, and records to review, monitor, verify and audit its operations as provided by this Contract. In this regard, School shall allow appropriate District administration, including but not limited to, District Superintendent and District Charter School Administrator, access to facilities upon 48 hour notice at reasonable times.

4.10 Assumption of Liability. District and School acknowledge and agree that neither party has agreed to assume any liability of the other party as a result of this agreement and that neither party has agreed to indemnify or hold the other party harmless with regard to any loss or damage arising out of this Contract or the operation of the School except as expressly provided in this Contract or any other written agreement executed between the parties. The school assumes all liability imposed on it by law. This Contract does not create any legal relationship between District and School, including but not limited to partnership and joint venture, other than that established by the Act. District and School acknowledge and agree that management decisions made by School are separate from District, and School is solely responsible for the liability resulting from those decisions. Management decisions as referred to in this section include but are not limited to decisions regarding personnel, admissions, facilities, program and curriculum, budget and finance, as well as decisions considered in the normal course of business to be management decisions.

4.11 Funding of School. Funding of School shall be in accordance with Applicable Law and the terms of this Contract. Funding by District shall be provided in the following manner:

a. Administrative Fee. District shall receive from School the applicable administrative fee which is calculated by multiplying 3% times the state aid allocation for the Charter School. By July 31 of each year, the School shall provide to the District the encumbrance for the estimated administrative fee due the District based on the initial state funding allocation. Administrative fees will be billed with the transmittal of the state aid and payment shall be received by the District by the 20th of each month.

b. State Aid Payments. District, upon confirmation of state funding received on behalf of the Charter School, will wire payment of the actual funding received within two business days of receipt of funding.

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c. Fiscal Custody and Control. School shall have fiscal custody and control over funding received from District and any such funds held by School or by District on School's behalf on June 30 of each fiscal year during the term of this contract. All School funds held on June 30 of each fiscal year during the term of this agreement shall be paid to School on June 30 or as soon thereafter as practicable.

d. District Invoices. School shall be invoiced on a monthly basis for all payments due District. In the event School accumulates a balance on such payments of over 30 days past due, said balance shall be deducted as payment from the next funding payment from District to School.

4.12 Insurance. By July 15 each year, School shall provide the District with certificates of insurance and proof of worker's compensation coverage. Certificates of insurance must show public liability insurance equal to or greater than the limits of liability set forth in the Oklahoma Governmental Tort Claims Act before commencing operation of School for the current fiscal year covered by this Contract. School shall maintain sufficient property and casualty insurance to cover the value of all property in the possession of the School. School shall provide the District with certificates of insurance evidencing such coverage. A charter school shall be considered a school district for the purposes of tort liability under the Governmental Tort Claims Act.

4.13 Risk Management. The Charter School will keep and maintain records of all pending or threatened claims or charges. The Charter School shall cooperate fully with the District in the defense of any claims asserted against the District, its board members, agents or employees arising from or related to the operation of the Charter School.

4.14 Supplemental Services. To the extent that such services are available as determined by District, School may contract with District to provide services, including, but not limited to student nutrition services or transportation services for regular education and extra-curricular activities to all or part of its students, provided that such contract shall be in writing and provide for a reasonable charge to School for such services.

4.15 Facilities, Furniture and Equipment. District is under no obligation to provide facilities, furniture or equipment to School. During the term(s) of this Contract, School shall develop and maintain the following asset reporting:

a. A detailed inventory of property, assets, furniture, fixtures, and equipment, as defined by OCAS, acquired by purchase or donation by the charter school that equals the reported ending inventory in the Asset Roll forward Summary Schedule and includes the acquisition date, acquisition cost, funding source and detailed description including VIN, serial numbers or other unique identifying

information,

b. An Asset Roll Forward Summary Schedule by asset classification reflecting the prior year ending inventory, current year additions and retirements and the current year ending inventory,

c. A statement of any known asset impairment indicating any impairment or none as of the fiscal year end, and

d. An annual report providing such accounting to the District by August 31 for the previous fiscal year.

4.16 Health and Related Insurance Programs. School shall provide health and all related insurance programs available through the Employee Group Insurance division of the Office of Management and Enterprise Services (OMES) of Oklahoma.

4.17 Retirement. Pursuant to 70 O.S. §3-136, employees of a charter school may participate as members of the Teachers' Retirement System of Oklahoma in accordance with applicable statutes and rules if otherwise allowed pursuant to law. If the School does not participate in Teachers' Retirement System of Oklahoma, another retirement plan may be implemented.

4.18 Personnel Services. As provided by law, the employees of the School are not employees of the District. District does not assume any responsibility for hiring decisions or providing human resources, payroll or personnel services for School's employees.

4.19 Connectivity, Use of District Student Database Components, Provision of Statistical Information. School must implement its own Student Information System for demographic and enrollment information, student scheduling, attendance, development and production of transcripts, special education information, and student discipline. Additional required uses may be added depending on future or additional federal or state reporting and Oklahoma State Department of Education requirements related to the implementation of WAVE and the legal mandate for all school districts in Oklahoma to be "SIF" compliant, as defined in 70 O. S. §3-160(B).

School shall be familiar with the Statistical Profile published by District each year, and shall provide to District, in a timely manner, or when requested by District, all School statistics necessary to complete the profile of the school in the same form as all other schools in District.

ARTICLE V: EDUCATIONAL PROGRAM

5.1 Calendar. A charter school shall implement a calendar and daily schedule for instruction that is in compliance with state law. The Charter School will provide all employee and student calendars by May 30 of the preceding school year to the District to the District's designated

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contact.

5.2 Content Standards. The School's educational program shall meet current Oklahoma Academic Standards, as set by state statutes or the Oklahoma State Department of Education.

5.3 Curriculum. The School shall implement curricula that are in compliance with 70 O.S. §3-136(A)(3) of the Act. The governing board may, without seeking District approval, make reasonable modifications to its approved curriculum to permit the School to meet its educational goals and student achievement standards. Any modifications, either individually or cumulatively, that are of such a nature or degree as to cause the approved curriculum to cease to be in operation will require approval from the District and an amendment to this Contract.

5.4 Graduation Requirements. The School's curriculum shall comply with 70 O.S. §3-136(A)(3) of the Act and shall meet all applicable graduation requirements as established by the Oklahoma State Department of Education.

5.5 Staff Qualifications. Each teacher shall possess all applicable qualifications as defined by Applicable Law.

5.6 Staff Training. The School shall provide or cause to occur any training required by Applicable Law.

5.7 Student Assessment. The School shall participate in testing of students as required by the Oklahoma School Testing Program Act and the reporting of test results as is required of a traditional public school district. The School shall also provide any necessary data to the Oklahoma State Department of Education Office of Accountability. The School shall comply with all assessment protocols and requirements as established by the Oklahoma State Department of Education, maintain test security, and administer the tests consistent with all relevant state requirements except where exempted. The School shall follow professional and ethical standards in the conduct of testing.

5.8 English Language Learners. The School shall at all times comply with all state and federal law applicable to the education of English language learners and the engagement of their families, except where exempted. The School shall provide resources and support to English language learners to enable them to acquire sufficient English language proficiency to participate in the mainstream English language instructional program.

5.9 Students with Disabilities. The School shall be responsible for providing to qualifying students such special education services as are mandated by law and regulation. School agrees to provide a free, appropriate public education to all students, including students with disabilities, in

the same manner as a traditional public school district. The School recognizes that providing a free, appropriate public education to a child with a disability may cause the School to incur significant financial obligations. The School shall be responsible for all special education costs associated with instructional-related and health services provided to special education students enrolled in School, including all costs of litigation and/or due process hearings.

The District agrees to review its records to determine existing special education eligibility and provide to the School eligible student's records including existing individualized education programs ("IEPs"). The District may be permitted to have a representative on each such student's IEP team. The expense of such representative shall be borne by the District.

It is the intent of the District to support the work of the Charter School to ensure students are being served appropriately. At the School's request, and to the extent they are available, District personnel may work with School personnel to determine placement, educational plans and other related topics with respect to students with disabilities.

5.10 Homeschool Students. In accordance with 70 O.S. §3-136 (A)(9), the Charter School shall not be used as a method of generating revenue for students who are being homeschooled. Students in a virtual program are subject to the rules and regulations of virtual school students. For purposes of this section, homeschooling excludes students who may be homebound, provided with adequate documentation of their homebound plan. Students who are on a learning plan where they may work at home on curriculum provided by the School are not considered home schooled for purposes of this section

5.11 Student Discipline. The School shall promulgate disciplinary rules and regulations for its students. Such rules and regulations shall comply with Applicable Law and shall afford all due process rights to which students are entitled, including without limitation, Section 24-101.3 of the Oklahoma School Code.

5.12 Program Description. The School shall provide a comprehensive program of instruction to all children otherwise eligible to enroll in the School. The School shall implement the program that addresses curriculum set forth in the Application as amended by the following:

School shall be authorized to offer **Pre-K** through **5th grades.**

School is not authorized to provide any program, including but not limited to any educational offering at a new location, regardless if it is an extension or duplication of current offerings, not described in the Application or subsequently submitted and approved as an amendment by the District to be included as a component of this Contract.

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5.13 Admission Policy and Procedures. The School shall comply with admission and enrollment requirements as set forth in 70 O.S. §3-135. If capacity is insufficient to enroll all eligible students, the School shall select students through a lottery selection process. If School utilizes a lottery, it shall provide to the District thirty days advance notice of the date of the lottery. The District shall be entitled to have a representative present at the School's lottery. Such representative will be present for monitoring purposes only. The School should utilize admission guidance put out by the Oklahoma Public School Resource Center.

5.14 Athletics. Where possible, the District will work with the Charter School to address concerns regarding athletics, but the District is bound to the rules and policies of the Oklahoma Secondary Schools Activities Association (OSSAA).

5.15 Transfer Students. Open or Emergency Transfer requests for students enrolling in School will be considered and granted in accordance with District policies. In no event will a student transfer be approved for the purpose of enrolling in a charter school to participate in an internet-based or virtual learning instruction program.

5.16 Right to Remain. Students who enroll in the Charter School shall have the right to remain enrolled in the School through the end of the school year, absent expulsion, graduation, or court-ordered placement. Students who fail to attend the Charter School as required by state law may be removed from the Charter School's rolls only after the requisite unexcused absences have been documented and all truancy procedures have been followed, consistent with state law.

ARTICLE VI: SCHOOL PERFORMANCE STANDARDS, AUDITS & EVALUATION

6.1 School Performance Framework. The School Performance Framework will be a part of the basis, along with the requirements of 70 O.S. §3-137 (B)(C) & (D), upon which the District will decide whether to renew the Charter School's contract at the end of the term of this Contract. The District will provide the initial Uniform School Performance Framework for implementation. Upon mutual agreement, the District and the District-sponsored charter schools may collectively seek to amend the Uniform School Performance Framework. The District shall comply with Applicable Law on charter renewals.

a. The Academic, Financial, Organizational Frameworks together constitute the Performance Framework. The School shall annually *Meet* or *Exceed Expectations* on the School Performance Framework.

b. The designee of the District shall monitor and report to the Oklahoma City Public Schools Board of Education on the Charter School's progress in relation to the indicators,

measures, metrics and targets set out in the Performance Framework. Reporting shall take place annually by April 1 for the immediately preceding year. The Charter School shall be responsible for producing the report on the template provided by the District.

c. The Charter School's performance in relation to the indicators, measures, metrics and targets set forth in the Academic, Financial, Organizational Performance Frameworks will be a part of the basis upon which the District will decide whether to renew the School's Charter contract no later than October 1st prior to the end of the term of this Contract.

d. The parties intend that, where this Contract references or is contingent upon state or federal accountability laws, that they be bound by any applicable modification or amendments to such laws upon the effective date of said modifications or amendments, unless the Charter School is otherwise exempt from such. The specific terms, form and requirements of the Performance Framework may be modified or amended, to the extent required to align with changes to applicable state or federal accountability requirements, as set forth in law. In the event that any such modifications or amendments are required, the District will use best efforts to apply expectations for school performance in a manner consistent with those set forth in the Performance Framework as initially established in this Contract.

6.2 Annual Performance Evaluation. The Charter School shall be subject to an evaluation of its Academic, Financial, Organizational performance annually and is required to provide required documentation on or before February 1st of each year in the format prescribed by the District. The academic evaluation will consist, at a minimum, of a review of student performance and progress. District shall comply with 70 O.S. §3-135 (C) and §3-135(D) in providing the guidance document in sufficient time for the school to provide the documentation required herein.

6.3 Accreditation. Consequences for issues related to state accreditation shall be those prescribed by the state accreditation or accountability system. School shall file an annual report with the Office of Accountability containing information requested by the Office of Accountability, including but not limited to information on enrollment, testing, curriculum, finances, and employees in accordance with 70 O.S. §3-143.

6.4 Charter Renewal. The Initial Charter Date shall serve as the start or beginning of the contractual relationship between the District and School.

a. The District shall develop and maintain chartering policies and practices consistent with recognized principles and standards for quality charter authorizing as established by the State Department of Education in all major areas of authorizing responsibility, including organizational capacity, performance contracting, ongoing charter school oversight,

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academic enterprise zone (AEZ) compliance, and evaluation and charter renewal decision making and provide copies of such to the school. 70 O.S. §3-134(K). Academic enterprise zone compliance will be reviewed at renewal for charter schools that have an AEZ.

b. By July 1st of the school year preceding the charter renewal year, the District shall issue a performance framework and renewal application guidance to the school and its Governing Board pursuant to 70 O.S. §3-137(B). The performance framework shall summarize the performance record to date of the school, based upon the data required by the Act and this contract The School shall have forty-five days to respond to the performance report and submit any corrections or clarification for the report.

c. The District shall give written notice of its intent to renew or not renew by October 1 of the last year of this contract and in making renewal decisions the District shall: (1) Ground decisions on evidence of the performance of the school over the term of the contract in accordance with the performance framework set forth in the contract; (2) Grant renewal to schools that have achieved the standards, targets and performance expectations as stated in the contract and are organizationally and fiscally viable and have been faithful to the terms of the contract and applicable law; (3) Ensure that data used in making renewal decisions are available to the school and public; and (4) Provide a report to the school summarizing the evidence used as the basis for such decision.

d. The charter renewal guidance shall, at a minimum, provide the school the opportunity to:

i. Present additional evidence, beyond the data contained in the performance report, supporting its case for renewal;

ii. Describe improvements undertaken or planned for the School;

iii. Detail the plan for the next charter term for the School.

ARTICLE VII: CONTRACT REVOCATION, SUSPENSION, AND TERMINATION

7.1 Breach of Contract, Termination and Dissolution. The grounds and procedures for breach and termination this Contract and dissolution of the School will be as follows:

a. Breach of Contract. In the event the District has reason to believe the School has failed to meet or violated any provision of state or federal law, this Contract, or failed to meet the Performance Frameworks and effectiveness of the School's program, the District will notify the governing board in writing of the violation and the proposed action to be taken.

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The governing board shall have thirty days to respond and provide an explanation and corrective action plan. Probation, termination or non-renewal of this Contract shall be in relation to the continuation, materiality and severity of the violation and the District may impose other appropriate remedies for breach including, but not limited to, revocation of waiver(s). Any non-renewal or termination due to such failure or violation shall comply with the Act. Provided, however, that the terms and conditions of Article VI of this Contract shall supersede this section.

b. Grounds for Termination. Grounds for termination during the term of this contract are those set forth in and in accordance with 70 O.S. §3-137 of the Act. "Other good cause" shall be deemed to include a material violation of any of the conditions, standards, or procedures set forth in this Contract.

i. Termination by the District. Any termination, revocation, or non-renewal of this Contract shall be in accordance with 70 O.S. §3-137 of the Act. Any termination or revocation shall take effect after the School has had the opportunity to exhaust any appeal or review as provided by law or this contract. In order to minimize the disruption to students, the effective date of the termination shall be no sooner than the end of the current school year, unless termination on a different date is reasonably necessary to protect the health, safety, or welfare of students or staff.

ii. Termination by Governing Board. Should the Governing Board choose to terminate this Contract before the end of the contract term, it may do so in consultation with the District at the close of any school year and upon written notice to the District given at least ninety days before the end of the school year.

c. Dissolution. Upon termination of this Contract for any reason by the District, or if the School should cease operations or otherwise dissolve, the Governing Board will supervise and have authority to conduct the winding up of the business and other affairs of the School; provided, however, that in doing so the District will not be responsible for and will not assume any liability incurred by the School under this Contract. The Governing Board and School personnel shall cooperate fully with the winding up of the affairs of the School.

d. Disposition of School's Assets upon Termination or Dissolution.
Upon termination of this Contract for any reason or if the School should cease operations or otherwise dissolve, then any real or personal property shall revert to the sponsoring school district. If a charter school that was previously sponsored by the board of education of a school district continues operation within the school district under a new charter sponsored by an entity authorized pursuant to 70 O.S. §3-132, the charter school may retain any personal property purchased for use in the operation of the charter school until

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termination, or failure of the charter school to continue operations.

e. Waiver of Breach. No express or implied consent or waiver of any breach or default by one party to the other shall be deemed or construed to be consent or waiver of any other breach or default by such party hereunder. Furthermore, except as otherwise provided herein, failure on the part of either party hereto to complain of any act or failure to act by the other party or to declare the other party in default hereunder, irrespective of how long such failure continues, shall not constitute a waiver of the rights of such party hereunder.

ARTICLE VIII: GENERAL TERMS

8.1 No Authority to Bind District. Charter School may not extend the faith and credit of the District to any third person or entity. Charter School may not contractually bind District to any third party. Charter School acknowledges the applicable provisions of Article X, Section 26 of the Oklahoma Constitution. District has no financial obligation to Charter School beyond the current fiscal year except to pass through any funding authorized by law.

8.2 Entire Agreement. This Contract, with attachments, contains all terms, conditions and provisions hereof and the entire understandings and all representations of understandings and discussions of the parties relating thereto, and all prior representations, understandings and discussions are merged herein and superseded and canceled by this Contract. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements, whether oral or written. It is further agreed that no modification, amendment or alteration in the terms and conditions contained herein shall be effective unless contained in a written document approved and executed by the parties.

8.3 Notices. Any notice required or permitted under this Contract, shall be in writing and shall be effective upon actual delivery, if delivery is by hand; or upon receipt by the transmitting party of confirmation or answer back if delivery is by electronic mail; or three (3) days after mailing when sent by certified mail, postage prepaid, to the following persons:

For notice to School:
For mailing or personal delivery:
Tobi Campbell, Director
1508 N.W. 106th
Oklahoma City, OK 73114

For notice to District:
For mailing or personal delivery:
Mr. Craig Cates, Clerk
Board of Education
Oklahoma City Public Schools
P.O. Box 36609
Oklahoma City, OK 73136

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8.4 Force Majeure. Neither party shall be in breach of this Contract if the performance of any part or all of this Contract is prevented, delayed, hindered, or otherwise made impracticable or impossible because of strike, flood, tornado, hurricane, riot, explosion, war, act of God, sabotage, accident, epidemic or pandemic, or any other casualty or cause beyond either party's control and that cannot be overcome by reasonable diligence and without unusual expense.

8.5 Assignment. School shall not assign any of its rights or obligations under this Contract to any person or entity without the prior written approval of the District, which approval will not be unreasonably withheld. Any such transfer shall be in accordance with the Act.

8.6 Exemption. The parties recognize the Charter School is exempt from certain laws, regulations and rules and agree that this contract shall not nor is intended to waive, override, preempt or otherwise negate any such exemptions excepting those detailed in District Charter Policy.

8.7 Severability. If any term or provision of this Contract or the application thereof to any person or circumstance shall, to any extent, be held invalid or unenforceable for the remainder of the term of this Contract, then the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

8.8 Amendments. This contract may be amended by the mutual approval of written amendments hereto by District's Board of Education and School's Governing Board. The parties agree to amend or revise this contract to confirm any agreed upon or statutorily required revisions.

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Dated this _____ day of_____, 2021.
INDEPENDENT SCHOOL DISTRICT NO. 89
OF OKLAHOMA COUNTY, OKLAHOMA

By _____
Paula Lewis, Chairperson, Board of Education

WESTERN VILLAGE ACADEMY, INC.,

DocuSigned by:
By Douglas M. Smith
F253B7737EA3461...
Douglas M. Smith EVP/CFO

CERTIFICATES

The undersigned Clerk of District's Board of Education certifies that this contract was approved by the Board of Education at its meeting held on_____, 2021.

_____
Craig A. Cates, Clerk

The undersigned Secretary of WESTERN VILLAGE ACADEMY, INC. certifies that this contract was adopted by the Developer's Board of Directors at its meeting held on_____, 2021.

_____
Secretary

ADDENDUM A
Closure Proceedings

Upon final school closure determination and in compliance with the Oklahoma Charter School Act, the following information provides guidance in the closing of **Charter School.** With the guidance of the District, the Charter School is responsible for completing the tasks required for the closing of the school in a legal and orderly manner while continuing to operate the school and provide academic and other services to students and families through the remainder of the school year **(or closing date).**

Failure to comply with the District may result in legal action. Although timelines are not prescribed below, the understanding of this document is that all processes should be executed prior to the beginning of the next fiscal year, July 1st.

1. The District meets with the school's Chief Administrative Officer and the Governing Board president to provide information regarding the school closure process and expectations.

2. The Charter School shall call a special meeting of the Charter School Governing Board to establish a transition plan based on this school closure guidance.

3. Notification shall be sent to parents of enrolled students regarding school closure determination and shall include name of school, date of action, effective date of closure and expected future communication.

4. Notification shall be sent to school staff regarding school closure determination and shall include name of school, date of action, effective date of closure and expected future communication.

5. Notification of school closure determination shall be sent to the Oklahoma State Department of Education (OSDE) and shall include name of school, date of action, effective date of closure, criteria for closure determination, closure process information and location of student and personnel records. Request name and contact information for OSDE representative for communication purposes and for assistance with closure. Similar notification shall also be sent to the Oklahoma Teachers Retirement System (if applicable), State Treasurer and State Auditor.

6. Post public information release and related information document(s) on the Charter School website

7. Establish a written student transfer plan including the steps required for the transfer of students and student records and the security of those records. The plan shall include communication through the closure process and a final report of school closure to charter school families. A list of all students/families shall be generated and maintained by both

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the District and Charter School and shall include student name, parent name, address, telephone, email, grade level, and school district of residence.

8. Establish a written plan for ongoing communication with staff including the initial communication of school closure, follow-up communication as needed, and a final report of school closure to charter school staff. A list of all staff shall be created to include name, position, address, telephone, email. Notification shall include information regarding closure determination, closure date, personnel records and benefits.

9. The District shall secure all financial and personnel records, and keep a chain of custody. The Charter School shall provide a list of all agencies, employees, insurers, contractors, creditors, debtors, grantors, and management organizations related to the Charter School to the assigned District designee. The District designee shall notify all entities on the list of the Charter School's closure.

10. The Charter School shall provide the District with the following documents:
    a. A detailed inventory of all assets including asset description, date of acquisition, quantity, acquisition value, and location of property. Assets include, but are not limited to; physical property, furniture and equipment, land, technology, books, and supplies;
    b. Title documents, deeds, and leases for all real or personal property or other assets procured;
    c. Copies of all executory contracts to which the charter school is a party; and d. All documentation relating to debt, liabilities, encumbrances, or other obligations incurred or outstanding by the Charter School.

11. The District and Charter School shall ensure a complete financial plan for school closure. The plan shall establish and must ensure only essential invoices and regular salaries are paid, all vendor refunds are received and the immediate collection of all credit cards and closing of credit accounts or lines of credit.

    As needed to complete the closing actions of the Charter School, encumbrances will be submitted for Governing Board approval for accounting services, bookkeeping services, financial software services and other services as needed to ensure the complete and accurate closure and final reporting of the Charter School.

12. The Charter School Governing Board shall convene in two (2) final meetings to close the Charter School. Agenda must include, but is not limited to the following:
    a. Transfer Activity and other Funds to General Fund and acknowledge account balances.
    b. Communication of current check signing access and authority will be provided to the District and no changes to access will be initiated without District written approval.
    c. Charter School will implement an agreed upon procedure for any payments to be processed by the charter school that will include a prior-approval process by the District. This process will require that any requests for payment will include a board approved purchase order, invoice and proof of goods or services received.

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d. Add District to "view only" rights for online bank access when available
e. Transfer all school records. The Charter School should keep chain of custody documentation, and should keep a control document explaining the organization of school records. School records include but are not limited to--

✔ Administrative, Governing Board, and Regulatory Records
✔ Academic Records
✔ Financial Records
✔ Personnel Records;

f. Transfer all school property and inventory records to District;
g. Acknowledge Statement of Affirmation that the District shall be immune from all incurred debts, civil liabilities, and/or criminal liabilities of charter school pursuant to 70 O.S. §3-134 (L);
h. Transfer board authority to District at adjournment of meeting; and
i. Formally adjourn and dissolve the Charter School Governing Board.

Following adjournment of the first meeting, a second meeting must convene for the sole purpose of approval of minutes.

1. Forward school mail to District.

2. All school records, including but not limited to, Administrative, Governing Board, Regulatory Records, Academic Records, Financial Records, Personnel Records, along with chain of custody documentation and organization of school records documentation shall be received and secured by the District.

3. All personal property of the Charter School reverting to the District in accordance with the provisions of 70 O.S. §3-136 and regulations shall be delivered in the manner and to location(s) directed by the District.

4. Prior to final closeout, the Charter School shall complete all federal, state, and local obligations on behalf of school employees as governed by federal and state statute and regulations; including but not limited to the following:
   a. File all final federal, state, and local employer payroll tax returns and issue final W-2s and Form 1099s by the statutory deadlines;
   b. File the Federal Notice of Discontinuance with the Department of Treasury;
   c. Make final federal tax payments;
   d. File the final payroll withholding tax return;
   e. File the final return with the IRS;
   f. Complete all tax reporting and remittance requirements of the state of Oklahoma; and
   g. Provide employees with notices and pamphlets required under applicable state and federal law.

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Pursuant to Article III, Section 3.2, please include the following Appendices:

Appendix A: Mission
Appendix B: Bylaws
Appendix C: Articles of Incorporation
Appendix D: Governing Board members with contact information

OFFICE OF THE SECRETARY OF STATE

STATE OF OKLAHOMA

NOT FOR PROFIT
CERTIFICATE OF INCORPORATION

WHEREAS, the Certificate of Incorporation of

WESTERN VILLAGE ACADEMY, INC.

has been filed in the office of the Secretary of State as provided by the laws of the State of Oklahoma..

NOW THEREFORE, I, the undersigned, Secretary of State of the State of Oklahoma, by virtue of the powers vested in me by law, do hereby issue this certificate evidencing such filing.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Oklahoma.

GREAT SEAL OF THE STATE OF OKLAHOMA 1907

Filed in the City of Oklahoma City this 10TH *day of* APRIL, 2000.

Mike Hunter

Secretary of State

By:

FILED

APR 10 2000

OKLAHOMA SECRETARY OF STATE

CERTIFICATE OF INCORPORATION

OF

WESTERN VILLAGE ACADEMY, INC.

FIRST. The name of the Corporation is Western Village Academy, Inc.

SECOND. The address of its registered office in Oklahoma County, Oklahoma is: 3366 Northwest Expressway, Suite 800, Oklahoma City, OK 73112-4418. The name of its registered agent at such address is Stanley F. Hupfeld.

THIRD. The duration of this Corporation is perpetual.

FOURTH. This Corporation is organized as a not for profit corporation exclusively for charitable, scientific and educational purposes and shall be authorized to hold one or more charters for a public school under the Oklahoma Charter School Act, 70 Okla. Stat. § 3-130 *et seq.* and conduct or transact any and all lawful business related thereto or otherwise authorized under the laws of the State of Oklahoma and other applicable law as long as such business is not inconsistent with it charitable, scientific and educational purposes.

FIFTH. The Corporation is not organized for profit and does not afford pecuniary gain, incidentally or otherwise, to its members, as such no dividend shall be paid and no part of the income shall be distributed to its members, other than distributions to members qualified under 501(c)(3) of the Internal Revenue Code of 1986, as amended (or the corresponding provision of any future United States Internal Revenue Law).

SIXTH. The Corporation has no authority to issue capital stock and is organized on a nonstock, not for profit basis with a sole member in lieu of shareholders. The conditions for membership of the Corporation shall be stated in the bylaws of the Corporation. Provisions for additional members and transfer of membership shall be prescribed from time to time by the bylaws of the Corporation. No member, in such capacity, shall have any vested rights in the assets of the Corporation.

SEVENTH. The management and operation of the business and affairs of the Corporation shall be vested in the Board of Directors selected as prescribed in the bylaws of the Corporation. Election of directors need not be by written ballot unless the bylaws so provide. The initial Board of Directors shall be elected at the first meeting. The number of Directors shall be seven (7).

EIGHTH. The names and addresses of the incorporators/trustees being persons legally competent to enter into contracts, for the purpose of forming a not for profit corporation pursuant to the Oklahoma General Corporation Act, and for purposes carrying on all management and operation of the business and affairs of the Corporation until the Directors are selected as prescribed in the bylaws of the Corporation are listed below:

Name	Address
Ira Schlezinger	3366 Northwest Expressway, Suite 800 Oklahoma City, OK 73112
Lyn Hester	3366 Northwest Expressway, Suite 800 Oklahoma City, OK 73112
Susan Henderson	3366 Northwest Expressway, Suite 800 Oklahoma City, OK 73112

NINTH. The incorporators, until the Board of Directors is elected, shall manage the affairs of the Corporation and may do whatever is necessary and proper to perfect the organization of the Corporation, including the adoption of the original bylaws and the election of the Board of Directors. Following such election, the management and operation of the business and affairs of the Corporation shall be vested in the Board of Directors as prescribed in the bylaws of the Corporation.

TENTH. (1) The Corporation shall indemnify, and advance litigation expenses to, its officers, directors, employees and agents of the Corporation, and persons serving at the request of the Corporation as officers, directors, employees or agents of another corporation, partnership, joint venture, trust or other enterprise to the fullest extent permitted by the Oklahoma General Corporation Act, as the same exists or may hereafter be amended, and all other laws of the State of Oklahoma. No amendment to or repeal of this Article TENTH shall apply to or have any effect on the right of a person entitled to indemnification hereunder for or with respect to any acts or omissions of such person occurring prior to the time of such amendment or repeal.

(2) By action of the Board of Directors, notwithstanding any interest of the directors in the action, the Corporation may purchase and maintain insurance, in such amounts as the Board of Directors deems appropriate, on behalf of any person who is or was a director, officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another Corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against him and incurred by him in any such capacity, or arising out of his status as such, whether or not the Corporation would have the power or would be required to indemnify him against such liability under the provisions of this Article TENTH or of the Oklahoma General Corporation Act.

(3) The right to indemnification conferred in this Article TENTH shall be a contract right and shall not be exclusive of any other right which any person may have or hereafter acquire under the Corporation's Certificate of Incorporation, bylaws, or any statute, bylaw, agreement, resolution of members or directors or otherwise.

ELEVENTH. (1) To the fullest extent that the Oklahoma General Corporation Act and all other laws of the State of Oklahoma, as they exist on the original date of filing of this Certificate of Incorporation with the Oklahoma Secretary of State ("Effective Date"), permit the limitation or elimination of the liability of directors, no director of this Corporation shall be liable to this Corporation or its members for monetary damages for breach of fiduciary duty as a director. No amendment to or repeal of this Article ELEVENTH shall apply to or have any effect on the liability or alleged liability of any director of this Corporation for or with respect to any acts or omissions of such director occurring prior to the time of such amendment or repeal.

(2) If the Oklahoma General Corporation Act or other applicable Oklahoma laws are amended after the Effective Date to further limit or eliminate liability of this Corporation's directors for breach of fiduciary duty, then a director of this Corporation shall not be liable for any such breach to the fullest extent permitted by the Oklahoma General Corporation Act, or other applicable Oklahoma laws, as so amended. If the Oklahoma General Corporation Act or other applicable Oklahoma laws are amended after the Effective Date to increase or expand liability of directors of this Corporation for breach of fiduciary duty, no such amendment shall apply to or have any effect on the liability or alleged liability of any director of this Corporation for or with respect to any acts or omissions of such director occurring prior to the time of such amendment or otherwise adversely affect any right or protection of a director of this Corporation existing at the time of such amendment.

TWELFTH. Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code, as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the district court of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

THIRTEENTH. Subject to the limitations set forth in this Certificate of Incorporation, the Corporation reserves the right to amend, alter, change or repeal any provision contained in this Certificate of Incorporation, in the manner now or hereafter prescribed by statute, and all rights conferred upon members herein are granted subject to this reservation.

FOURTEENTH. Except upon the affirmative vote of all members, no amendment to this Certificate of Incorporation may be adopted by the Corporation which would impose personal liability for the debts of the Corporation on the members of the Corporation or which would amend, alter, repeal or adopt any provision inconsistent with this Article FOURTEENTH.

WE, THE UNDERSIGNED, for the purpose of forming a not for profit corporation under the laws of the State of Oklahoma, do file this Certificate of Incorporation, and do certify that the facts herein stated are true, and have accordingly hereunto set our hands this April ___, 1999.

INCORPORATORS:

Incorporator/Trustee

Incorporator/Trustee

Incorporator/Trustee

L:\SMH\Academy\CHARTER\incorp.certf.doc

MISSION STATEMENT OF INTEGRIS HEALTH
Partnering with people to live healthier lives.

MISSION STATEMENT OF STANLEY HUPFELD ACADEMY AT WESTERN VILLAGE (SHA@WV)
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

OUR PHILOSOPHY
SHA@WV believes all students can learn. Our staff celebrates students as individuals and seeks to provide a safe learning community where students meet high academic expectations through the delivery of a rigorous arts-integrated curriculum and the use of advanced technology as tools for learning and developing higher level thinking skills and problem solving capabilities.
We believe students can become responsible and healthy adults by learning to solve problems and make appropriate choices. We believe exposure to real-life experiences which develop positive character, cultural awareness and life skills, is essential.

School Colors: Blue and Gold Mascot: Eagles

Stanley Hupfeld Academy @ Western Village Annual Goals 2021-2022

To focus on reading & mathematics curriculum and instructional strategies in a way that increases overall levels of student achievement resulting in upward movements of performance, so that 90% or more of all students in grades 3-5 score at or above standard (satisfactory or advanced levels) on the OCCT Math and Reading assessments.

To design instructional programs, assessments, and interventions that focus on reading & math results, so that 100% of students at each grade level meet or exceed reading & math benchmarks as measured by performance on local assessments. (Focus on lowest performing subgroups including IEP students, Economically Disadvantaged and ELL students.)

To design language curriculum and instruction across grades K-5 in a way that aligns with the Oklahoma Academic Standards and sets high expectations for written compositions, so that 95% or more of students at all grade levels demonstrate writing proficiency by scoring at or above standard (satisfactory or advanced) on the writing benchmarks.

Increase students' scientific knowledge by 10% by providing Science, Technology, Engineering, Art and Mathematics (STEAM) education aligned with state standards.

Increase parental participation 10% by providing consistent, positive & encouraging activities and communication for the parents and families of SHA@WV students so that student achievement is improved in all areas.

Increase school attendance 1% and minimize tardies 10% by providing consistent, positive & encouraging activities, incentives and communication for the parents and families of SHA@WV students so that student achievement is improved in all areas.

BY-LAWS

WESTERN VILLAGE ACADEMY, INC.,

An Oklahoma not for Profit Corporation

OKLAHOMA CITY, OKLAHOMA

ARTICLE ONE
PURPOSES

Section 1.1 Purposes

Western Village Academy, Inc. (the "Corporation") is organized as a charitable corporation for the benefit of the people of Oklahoma City and the State of Oklahoma. The Corporation is organized exclusively for charitable, scientific, and educational purposes as set forth in the Articles of Incorporation of the Corporation and as defined in section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). More specifically, the Corporation is organized solely as an organization described in section 501(c)(3) of the Code, and exempt from taxation under section 501(a) of the Code. The primary purpose of the Corporation is to lease, operate and hold one or more charters for a public school under the Oklahoma Charter School Act, 70 Okla. Stat. § 3-130 *et seq.*

The Corporation shall be operated exclusively for such purposes, and, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payment and distributions in furtherance of charitable and educational purposes, no part of its net earnings shall inure to the benefit of, or be distributable to, any director, officer or other private person. No substantial part of the activities of the Corporation shall be carrying on propaganda, or otherwise attempting to influence legislation, and it shall not participate in, or intervene in (including the publishing or distributing of statements), any political campaign on behalf of or in opposition to any candidate for public office.

Section 1.2 Powers

The Corporation shall have and exercise such powers in furtherance of its purposes as are now or may hereafter be granted under the laws of the State of Oklahoma, the Certificate of Incorporation and these Bylaws.

ARTICLE TWO
OFFICES

Section 2.1 Registered Office and Registered Agent

The Corporation shall continuously maintain a registered office and registered agent in the State of Oklahoma. If the location of the registered office is changed, or if the registered agent is changed, dies, resigns or becomes disqualified, the Board (hereinafter defined) or its designee, shall, as applicable, determine the address of a new registered office, designate a successor registered agent, or both. To effect the change in registered office or registered agent, the Board shall cause the officers of the Corporation to file the required documents with the proper state agency.

Section 2.2 Principal Place of Business

The principal place of business of the Corporation is located at Western Village Academy, 1508 NW 106th Street in the Village, Oklahoma. The premises are owned by the Oklahoma City Public School District and will be leased by the Corporation.

ARTICLE THREE
ORGANIZATION

Section 3.1 Organization

Western Village Academy, Inc. is a not-for-profit Oklahoma corporation.

Section 3.2 Membership

The sole member of the Corporation shall be INTEGRIS Ambulatory Care Corporation, an Oklahoma not for profit corporation (the "Sole Member"). Additional members may be admitted into the Corporation only by amendment to these Bylaws and approval by the Sole Member. Membership in the Corporation is not transferable, assignable, voluntary or otherwise. The Sole Member may vote to dissolve the Corporation at any time.

Section 3.3 Board

The Board shall consist of no less than seven (7) and no more than fifteen (15) members who shall hold terms for three (3) years. Each member's term shall renew automatically for another three (3) year term, subject to Article Five.

ARTICLE FOUR
RESERVE POWERS

Section 4.1 Reserve Powers

All votes taken by the Board relating to the matters set forth in this Section shall not be valid as action by the Corporation until these matters have been first approved by the Sole Member:

(a) Statement of philosophy, purpose, objectives, or mission of the Corporation;

(b) Policies for voluntary free care and charitable health care programs;

(c) Long term capital improvements in excess of One Hundred Thousand Dollars ($100,000);

(d) Borrowing, loan or lease financing, and any incurrence of any "Indebtedness" and any creation of liens in excess of One Hundred Thousand Dollars ($100,000);

(e) Any creation, acquisition or joinder as a member of other corporations, partnerships, limited liability companies, trusts, joint ventures or other business entities by the Corporation; or any sale, lease, mortgage or other transfer or encumbrance of any real property or capital asset of the Corporation and of corporations or business entities of which the Corporation is the owner;

(f) Any amendment, modification or restatement of these Bylaws and any other powers stated in these Bylaws as matters reserved for approval by the Sole Member; and

(g) Execution of leases or management agreements in excess of Twenty-Five Thousand Dollars ($25,000).

ARTICLE FIVE
BOARD OF DIRECTORS

Section 5.1 General Powers and Responsibilities.

Subject to these Bylaws, all of the business and affairs of the Corporation shall be managed by the Board of Directors ("Board"), provided, however, that all matters specified in Sections 4.1 of these Bylaws shall be considered as authorized only after the appropriate approval has also been received. The Board shall make appropriate delegations of authority to the officers and staff of the Corporation and, to the extent permitted by law, by appropriate resolution may authorize an administrative team, and advisory board and one or more other committees.

Section 5.2 Duties of the Board.

Without prejudice to such general powers, but subject to the same limitations, the Board shall have the following specific powers:

(a) Participate in forming policies for the Corporation consistent with its stated philosophies, mission, purposes and objectives;

(b) Assure that Corporation's mission and overall purpose in compliance with State and Federal guidelines;

(c) Establish a suitable mechanism for conducting the business of the Corporation;

(d) Establish the Corporation's organization and major authority patterns;

(e) Conduct, manage and control the affairs and business of the Corporation and make such rules and regulations therefor, consistent with applicable law, the Certificate of Incorporation and these Bylaws, as it may deem best;

(f) Promote the Corporation's image, services, and programs in the community;

(g) Monitor and manage fiscal affairs;

(h) Safeguard the Corporation's assets and ensure that an annual operating and three (3) year capital budget are prepared, according to acceptable accounting principles;

(i) Approve an appropriate report of the financial activity of the Corporation for each fiscal year;

(j) Review and approve the operating budgets of the Corporation;

(k) Arrange for insuring the Corporation and the Board against liability and approve a risk management strategy;

(l) Approve policies concerning relationships with other groups and organizations;

(m) Analyze and evaluate the total operation of the Corporation including all activities and services;

(n) Establish short and long term goals and the strategic plan of the Corporation; and

(o) Adopt, make and use a corporate seal, and alter the form of such seal as may be necessary or desirable, consistent with applicable law, as it deems best from time to time.

Section 5.3 Qualifications

Persons serving on the Board shall possess basic qualities such as honesty, integrity, a sense of justice and sound moral character. Directors will function in a fiduciary capacity with a full understanding of the attendant responsibilities, including freedom from conflicts of interest and maintaining the necessary level of confidentiality.

Section 5.4 Number, Election and Tenure

The initial Directors shall continue to serve for a minimum of three (3) years or until their successor has been elected and qualified.

Section 5.5 Resignation and Removal

A Director may resign at any time by giving written notice to the Chairperson of the Board. The resignation shall be effective on its receipt unless a future effective date is set forth in the notice of resignation.

The Board of Directors may remove a Director for cause. For purposes of removal, cause shall exist under any of the following circumstances:

(a) Failure to faithfully carry out any duty or responsibility established by these Bylaws;

(b) Failure or inability to attend at least fifty percent (50%) of the meetings during any calendar year without good cause shown for such absence;

(c) Failure of a Director to accept his or her office in writing within sixty (60) days of notice of appointment after election or failure to attend a meeting within that same time period;

(d) Conviction of any crime;

(e) Any conduct or course of conduct contrary to the best interests of the Corporation or at variance with the precepts, purposes, values and mission of the Corporation as set forth in these Bylaws;

(f) Declared legally incompetent by a court of competent jurisdiction or had a legal guardian appointed on his or her behalf;

A vacancy shall exist in the case of death, resignation or removal of any Director. No reduction in the authorized number of Directors shall have the effect of removing any Director prior to the expiration of his or her term of office.

Section 5.6 Regular Meetings.

The annual meeting of the Board shall be held no later than the last Tuesday of June of each year or as otherwise specified by Board resolution each year, for the purpose of electing officers and for the transaction of such other business as may come before the Board. The Board shall hold additional regular meetings as specified by Board resolution. The Board may, by resolution, prescribe the time and place for the holding of regular meetings and may provide that the adoption of such resolution shall constitute notice of such regular meetings. If the Board does not prescribe the time and place for the holding of regular meetings, such regular meetings shall

be held at the time and place specified by the Chairperson or the Secretary in the notice of each such regular meeting. The Secretary shall maintain minutes of the meetings.

Section 5.7 Special Meetings

To the extent authorized under the Open Meeting Act, special meetings of the Board may be called by, or at the direction of, the Chairperson of the Board, a majority of the voting Directors then in office, or the Administrative Team designated by the Board, to be held at such date, time and place as shall be designated in the notice of the meeting. No business shall be considered at any special meeting other than the purposes mentioned in the notice given to each Director of the meeting, except by unanimous consent of all Directors.

Section 5.8 Quorum

A majority of the voting Directors then in office shall constitute a quorum for the transaction of business at any meeting of the Board. If less than a majority of the Board is present, the Directors in attendance may adjourn the meeting with notice as required under the Open Meeting Act to a later date but may not conduct business until a quorum is secured.

Meetings may be conducted by telecommunications, provided a quorum is connected by telecommunication linkage and all such persons are able to be in audio communication with every person participating in the meeting. Persons on the Board present and persons on the Board connected by telecommunication linkage may be counted toward a quorum.

Section 5.9 Formal Action By Directors

The act of a majority of the Directors present at a meeting at which a quorum is present shall be an act of the Board except as may be otherwise specifically provided by statute or by the Certificate of Incorporation or by these by-laws/Bylaws.

Section 5.10 Action Without Meeting

To the extent permitted under the Open Meeting Act, any action required by law to be taken at a meeting of the Board or any other action which permitted at a meeting of the Board may be taken without a meeting if a consent, in writing, setting forth the action to be taken, is signed by all of the Directors. Such consent shall have the same effect as a meeting of the Board and shall be filed with the Secretary of the Corporation and made a part of the Corporate records.

Section 5.11 Notice

Written notice of the time, date and place of the regular and annual meetings and of the time, date, place and purposes of all special meetings shall be delivered to each Director, transmitted electronically or sent by mail or by other form of written communication, charges prepaid, addressed to him/her at the address shown on the records of the Corporation. All such notices shall be delivered or mailed not less than five (5) days nor more than thirty (30) days prior the time of the meeting, excluding the date of the meetings. Such mailing or delivery as above provided shall be due, legal and personal notice to such Director. Additionally, notice of all regular, special and annual meetings and of the time, date, place and purposes or agenda of such meetings shall be given in accordance with the Open Meeting Act.

Section 5.12 Waiver of Notice

To the extent permitted under the Open Meeting Act, the actions taken at any meeting of the Board, however called or noticed or wherever held, are as valid as if they had been taken or approved at a duly called and noticed meeting if a quorum is present and if, either before or after the meeting, each Director who is not present signs a waiver of notice or a consent to holding the meeting or an approval of the minutes thereof. All such waivers, consents or approvals shall be filed with the corporate records or made a part of the minutes of the meeting. Attendance of a Director at any meeting constitutes a waiver of notice of the meeting, unless his or her attendance is for the express purpose of objecting to, and he or she does object to the transaction of any business because the meeting is not lawfully called or convened.

Section 5.13 Conduct of Meetings

At every meeting of the Board, the Chairperson of the Board, or in his or her absence, a Presiding Chairperson, appointed by the Chairperson, or a majority of the Directors present, shall preside. At the annual Meeting, the Chairperson, or a majority of the members of the Board may designate a Presiding Chairperson to conduct the meetings for the following year, upon approval of a majority of the members of the Board present at the Annual Meeting.

Section 5.14 Voting

At any Board meeting, a person entitled to vote may vote in person or by oral vote via telecommunication linkage. Each person shall be entitled to one (1) vote on each matter submitted to a vote of the Board. The act of a majority of the Board present or connected by telecommunication linkage at a meeting at which a quorum is present shall be the act of the Board.

Section 5.15 Compensation

Directors shall not receive any stated salaries for their services in their capacities as Directors, but by resolution of the Board a reasonable amount for services rendered and reimbursement for expenses incurred in attending to their authorized duties may be allowed; but nothing herein contained shall be construed to preclude any Director from serving the Corporation in any other capacity and receiving compensation therefor.

Section 5.16 Procedure

The Board may also adopt its own rules of procedure, which shall not be inconsistent with these Bylaws or applicable law.

The Board may adopt, amend or repeal rules (not inconsistent with these Bylaws) for the management of internal affairs of the Corporation, and the governance of its officers, agents, committees, employees, and students.

Section 5.17 Annual Evaluation

The Board shall review and approve the Annual Audit, the Annual Performance Indicator Reports, and any other reports or audits necessary to assess the effectiveness in meeting its responsibilities to the community it serves and providing leadership for the Corporation.

ARTICLE SIX
OFFICERS

Section 6.1 Chairperson of the Board

The Board shall elect a Chairperson from the current Board of Directors. The Chairperson shall, if present, preside at all meetings of the Board and shall exercise and perform all powers and duties as may be from time to time assigned to him or her by the Board of directors or prescribed by these Bylaws. If the Chairperson is not present or elects, a Presiding Chairperson from the current Board of Directors may be appointed to preside in the Chairperson's place. The Chairperson shall serve until his successor is elected and qualified.

Section 6.2 Treasurer

The Treasurer shall be appointed by the Board and shall have charge and custody of and be responsible for all funds and securities of the Corporation, receive and give receipts for monies due and payable to the Corporation from any source whatsoever; deposit all such monies in the name of the Corporation in such banks, trust companies or other depositories as shall be selected

in accordance with the provisions of these Bylaws; and such other duties as from time to time may be assigned to him or her by the Board. If required by the Board, the Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety as the Board shall determine.

Section 6.3 Secretary

The Secretary shall keep or cause to be kept, at the principal office of the Corporation or such other place as the Board may order, the minutes of the meetings of the Board in one or more books provided for that purpose as well as all notices, consents and resolutions of the Board; shall assure that minutes of all meetings of other committees are prepared and filed with the records of the Corporation; assure that all notices are given in accordance with the provisions of these by-laws/Bylaws or as required by law; shall be custodian of the corporate records of the Corporation; shall keep the corporate seal, shall sign, with the President or other officer so designated, all contracts, deeds, licenses and other instruments when so ordered; and in general shall perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him/her by the Board or its designee.

Section 6.4 Subordinate Officers

The Board may appoint such other officers as the business of the Corporation may require, each of whom shall hold office for such periods, have such authority and perform such duties as are provided herein or by the Board from time to time.

ARTICLE SEVEN
FISCAL YEAR

The fiscal year of the Corporation begins on July 1 of each year, unless otherwise provided by the Board.

ARTICLE EIGHT
EXECUTION OF INSTRUMENTS AND DEPOSIT OF FUNDS

Section 8.1 Authority For Execution of Instruments

The Board may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation. The authority may be general or confined to specific instances provided that it is consistent with applicable law.

Section 8.2 Bank Accounts, Deposits, Warrants

All funds of the Corporation not otherwise employed shall be deposited from time to time to the credit of the Corporation with banks, trust companies, or other depositaries as directed by Board through cash management or other system established with the approval of the Board and consistent with the Oklahoma Charter School Act.

Section 8.3 Endorsement Without Countersignatures

Unless otherwise provided by Board resolution or applicable law, endorsements for deposit of commercial paper to the credit of the Corporation in any of its duly authorized depositaries may be made by hand-stamped legend in the name of the Corporation or by written endorsement of any officer without countersignature by the Treasurer, or by any other officer or agent of the Corporation to whom the Board of Directors, by resolution, shall have delegated the power.

Section 8.4 Signing of Checks and Drafts

Except as otherwise provided in these Bylaws and applicable law, all checks, drafts, or other order for payment of money, notes, or other evidences of indebtedness issued in the name of or payable to the Corporation shall be signed or endorsed by those person or persons and in the manner as shall be determined from time to time by resolution of the Board and in accordance with applicable law. In the absence of such determination by the Board such instruments shall be signed by the Treasurer.

ARTICLE NINE
MISCELLANEOUS

Section 9.1 Gifts

The Corporation may accept any contribution, gift, bequest, or devise for the general purpose or for any specific purpose of the Corporation, in accordance with federal and state law.

Section 9.2 Books and Records

The Corporation shall keep correct and complete books and records of account and shall also keep records of the actions and the minutes of the proceedings of the Board. The books and records of account, and the minutes of the proceedings of the Board at any reasonable time and for any purpose reasonably related may be inspected by any officer, agent or attorney of the Sole Member and the right to make such inspection shall include the right to make extracts or copies.

Section 9.3 Annual Report

An annual report of the Corporation shall be prepared at the direction of the Board no later than ninety (90) days after the close of each fiscal year of the Corporation or sooner if required by applicable law.

Section 9.4 Indemnification of Board and Other Persons

Subject to the provisions of the laws of the State of Oklahoma, the Corporation shall indemnify any officers or Directors or former officers or Directors or other authorized persons for acts and omissions occurring while such persons are acting on or behalf of the Corporation to the full extent permitted by, and according to the provisions of, the laws of the State of Oklahoma and as provided in the Articles of Incorporation as the same exist or may hereafter be amended.

Section 9.5 Rules

The Board may adopt, amend or repeal rules (not inconsistent with these Bylaws) for the management of the internal affairs of the Corporation and the governance of its officers, agents, committees, employees, students and visitors.

Section 9.6 Vote by Presiding Officer

The person acting as presiding officer at any meeting held pursuant to these Bylaws shall be entitled to vote on the same basis as if not acting as presiding officer.

Section 9.7 Civil Rights

The Corporation will be operated as an affirmative action employer and in accordance with the Civil Rights Act of 1964, as amended, and shall not discriminate against persons against persons on account of sex, race, age, color, religion, natural origin, disability or veteran status. The Corporation's employees shall make every effort to respect the importance of individual dignity and the need for the courteous treatment of all students, employees and persons regardless of their sex, race, age, ethnic origin, religion, disability or veteran status.

Section 9.9 Seal

The corporate seal shall be a device containing the name of the Corporation and the word "Oklahoma".

Section 9.10 Notices

Whenever notice is authorized or required under these Bylaws to be given to any Director or officer, it shall not be construed to mean personal notice but such written notice as may be given either by electronic transmission or by United States mail, by depositing the same in a post-paid sealed envelope addressed to such Director or officer at such address as appears on the books of the Corporation, or in default of such address, to such Director or officer at the general post office in the city where the Corporation's principal office is located. Notice shall be deemed given when mailed. Notices may be given by the Secretary or any assistant secretary. In addition to the notices described above, notices under the Open Meeting Act shall comply with applicable law.

To the extent authorized under the Open Meeting act, any Director or officer may waive the notice required hereunder by a written waiver signed by the person, or persons, entitled to such notice, whether before or after the time stated therein, and such waiver shall be deemed equivalent to the actual giving of such notice.

ARTICLE TEN
CONFLICT OF INTEREST

The Board shall adopt a conflict of interest policy consistent with the dictates of the requirements for a tax-exempt organization as promulgated by the Internal Revenue Service and by the State of Oklahoma for not-for-profit or charitable corporations and for school boards. The Board is committed to operating in accordance with the highest standards of ethics and integrity and to ensuring that governance is effectuated through disinterested directors and officers. In general, no director or principal officer should:

(a) Use his or her affiliation with the Corporation for his or her private or personal advantage or the private or personal advantage of an immediate family member;

(b) Have any outside business interest or financial interest which might, in fact or appearance, interfere with his or her whole-hearted loyalty to the Corporation;

(c) Have any financial interest or other interest which interferes with, or appears to impair, the independent exercise of his or her judgment in the best interest of the Corporation; or

(d) Take advantage of any opportunity or knowledge which has been acquired through his or her other affiliations without first offering the opportunity, as appropriate, to the Corporation.

The Board of Directors shall comply with the policies and procedures for determining and addressing purported conflicts of interest. The purpose of the conflict of interest policy shall be to protect the Corporation's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer of director of the Corporation.

ARTICLE ELEVEN
AMENDMENTS TO BYLAWS

These Bylaws shall be reviewed by the Board at least every two (2) years. Alterations, amendments, repeals or new Bylaws, however, shall be adopted only by prior approval of the Sole Member.

MISSION STATEMENT OF INTEGRIS HEALTH
Partnering with people to live healthier lives.

MISSION STATEMENT OF STANLEY HUPFELD ACADEMY AT WESTERN VILLAGE (SHA@WV)
Stanley Hupfeld Academy creates a community of lifelong learners through positive connections and a rigorous, integrated curriculum to inspire excellence.

OUR PHILOSOPHY
SHA@WV believes all students can learn. Our staff celebrates students as individuals and seeks to provide a safe learning community where students meet high academic expectations through the delivery of a rigorous arts-integrated curriculum and the use of advanced technology as tools for learning and developing higher level thinking skills and problem solving capabilities.
We believe students can become responsible and healthy adults by learning to solve problems and make appropriate choices. We believe exposure to real-life experiences which develop positive character, cultural awareness and life skills, is essential.

School Colors: Blue and Gold Mascot: Eagles

Stanley Hupfeld Academy @ Western Village Annual Goals 2021-2022

To focus on reading & mathematics curriculum and instructional strategies in a way that increases overall levels of student achievement resulting in upward movements of performance, so that 90% or more of all students in grades 3-5 score at or above standard (satisfactory or advanced levels) on the OCCT Math and Reading assessments.

To design instructional programs, assessments, and interventions that focus on reading & math results, so that 100% of students at each grade level meet or exceed reading & math benchmarks as measured by performance on local assessments. (Focus on lowest performing subgroups including IEP students, Economically Disadvantaged and ELL students.)

To design language curriculum and instruction across grades K-5 in a way that aligns with the Oklahoma Academic Standards and sets high expectations for written compositions, so that 95% or more of students at all grade levels demonstrate writing proficiency by scoring at or above standard (satisfactory or advanced) on the writing benchmarks.

Increase students' scientific knowledge by 10% by providing Science, Technology, Engineering, Art and Mathematics (STEAM) education aligned with state standards.

Increase parental participation 10% by providing consistent, positive & encouraging activities and communication for the parents and families of SHA@WV students so that student achievement is improved in all areas.

Increase school attendance 1% and minimize tardies 10% by providing consistent, positive & encouraging activities, incentives and communication for the parents and families of SHA@WV students so that student achievement is improved in all areas.

OFFICE OF THE SECRETARY OF STATE

STATE OF OKLAHOMA

NOT FOR PROFIT
CERTIFICATE OF INCORPORATION

WHEREAS, the Certificate of Incorporation of

WESTERN VILLAGE ACADEMY, INC.

has been filed in the office of the Secretary of State as provided by the laws of the State of Oklahoma..

***NOW THEREFORE, I,** the undersigned, Secretary of State of the State of Oklahoma, by virtue of the powers vested in me by law, do hereby issue this certificate evidencing such filing.*

***IN TESTIMONY WHEREOF, I** have hereunto set my hand and caused to be affixed the Great Seal of the State of Oklahoma.*

GREAT SEAL OF THE STATE OF OKLAHOMA 1907

Filed in the City of Oklahoma City this 10TH *day of* APRIL, 2000.

Mike Hunter

Secretary of State

By:

FILED

APR 10 2000

OKLAHOMA SECRETARY OF STATE

CERTIFICATE OF INCORPORATION

OF

WESTERN VILLAGE ACADEMY, INC.

FIRST. The name of the Corporation is Western Village Academy, Inc.

SECOND. The address of its registered office in Oklahoma County, Oklahoma is: 3366 Northwest Expressway, Suite 800, Oklahoma City, OK 73112-4418. The name of its registered agent at such address is Stanley F. Hupfeld.

THIRD. The duration of this Corporation is perpetual.

FOURTH. This Corporation is organized as a not for profit corporation exclusively for charitable, scientific and educational purposes and shall be authorized to hold one or more charters for a public school under the Oklahoma Charter School Act, 70 Okla. Stat. § 3-130 *et seq.* and conduct or transact any and all lawful business related thereto or otherwise authorized under the laws of the State of Oklahoma and other applicable law as long as such business is not inconsistent with it charitable, scientific and educational purposes.

FIFTH. The Corporation is not organized for profit and does not afford pecuniary gain, incidentally or otherwise, to its members, as such no dividend shall be paid and no part of the income shall be distributed to its members, other than distributions to members qualified under 501(c)(3) of the Internal Revenue Code of 1986, as amended (or the corresponding provision of any future United States Internal Revenue Law).

SIXTH. The Corporation has no authority to issue capital stock and is organized on a nonstock, not for profit basis with a sole member in lieu of shareholders. The conditions for membership of the Corporation shall be stated in the bylaws of the Corporation. Provisions for additional members and transfer of membership shall be prescribed from time to time by the bylaws of the Corporation. No member, in such capacity, shall have any vested rights in the assets of the Corporation.

SEVENTH. The management and operation of the business and affairs of the Corporation shall be vested in the Board of Directors selected as prescribed in the bylaws of the Corporation. Election of directors need not be by written ballot unless the bylaws so provide. The initial Board of Directors shall be elected at the first meeting. The number of Directors shall be seven (7).

EIGHTH. The names and addresses of the incorporators, being persons legally competent to enter into contracts, for the purpose of forming a not for profit corporation pursuant to the Oklahoma General Corporation Act, and for purposes carrying on all management and operation of the business and affairs of the Corporation until the Directors are selected as prescribed in the bylaws of the Corporation are listed below:

Name	Address
Ira Schlezinger	3366 Northwest Expressway, Suite 800 Oklahoma City, OK 73112
Lyn Hester	3366 Northwest Expressway, Suite 800 Oklahoma City, OK 73112
Susan Henderson	3366 Northwest Expressway, Suite 800 Oklahoma City, OK 73112

NINTH. The incorporators, until the Board of Directors is elected, shall manage the affairs of the Corporation and may do whatever is necessary and proper to perfect the organization of the Corporation, including the adoption of the original bylaws and the election of the Board of Directors. Following such election, the management and operation of the business and affairs of the Corporation shall be vested in the Board of Directors as prescribed in the bylaws of the Corporation.

TENTH. (1) The Corporation shall indemnify, and advance litigation expenses to, its officers, directors, employees and agents of the Corporation, and persons serving at the request of the Corporation as officers, directors, employees or agents of another corporation, partnership, joint venture, trust or other enterprise to the fullest extent permitted by the Oklahoma General Corporation Act, as the same exists or may hereafter be amended, and all other laws of the State of Oklahoma. No amendment to or repeal of this Article TENTH shall apply to or have any effect on the right of a person entitled to indemnification hereunder for or with respect to any acts or omissions of such person occurring prior to the time of such amendment or repeal.

(2) By action of the Board of Directors, notwithstanding any interest of the directors in the action, the Corporation may purchase and maintain insurance, in such amounts as the Board of Directors deems appropriate, on behalf of any person who is or was a director, officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another Corporation, partnership, joint venture, trust or other enterprise, against any liability asserted against him and incurred by him in any such capacity, or arising out of his status as such, whether or not the Corporation would have the power or would be required to indemnify him against such liability under the provisions of this Article TENTH or of the Oklahoma General Corporation Act.

(3) The right to indemnification conferred in this Article TENTH shall be a contract right and shall not be exclusive of any other right which any person may have or hereafter acquire under the Corporation's Certificate of Incorporation, bylaws, or any statute, bylaw, agreement, resolution of members or directors or otherwise.

ELEVENTH. (1) To the fullest extent that the Oklahoma General Corporation Act and all other laws of the State of Oklahoma, as they exist on the original date of filing of this Certificate of Incorporation with the Oklahoma Secretary of State ("Effective Date"), permit the limitation or elimination of the liability of directors, no director of this Corporation shall be liable to this Corporation or its members for monetary damages for breach of fiduciary duty as a director. No amendment to or repeal of this Article ELEVENTH shall apply to or have any effect on the liability or alleged liability of any director of this Corporation for or with respect to any acts or omissions of such director occurring prior to the time of such amendment or repeal.

(2) If the Oklahoma General Corporation Act or other applicable Oklahoma laws are amended after the Effective Date to further limit or eliminate liability of this Corporation's directors for breach of fiduciary duty, then a director of this Corporation shall not be liable for any such breach to the fullest extent permitted by the Oklahoma General Corporation Act, or other applicable Oklahoma laws, as so amended. If the Oklahoma General Corporation Act or other applicable Oklahoma laws are amended after the Effective Date to increase or expand liability of directors of this Corporation for breach of fiduciary duty, no such amendment shall apply to or have any effect on the liability or alleged liability of any director of this Corporation for or with respect to any acts or omissions of such director occurring prior to the time of such amendment or otherwise adversely affect any right or protection of a director of this Corporation existing at the time of such amendment.

TWELFTH. Upon the dissolution of the Corporation, the Board of Directors shall, after paying or making provision for the payment of all the liabilities of the Corporation, dispose of all of the assets of the Corporation exclusively for the purposes of the Corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code, as the Board of Directors shall determine. Any such assets not so disposed of shall be disposed of by the district court of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

THIRTEENTH. Subject to the limitations set forth in this Certificate of Incorporation, the Corporation reserves the right to amend, alter, change or repeal any provision contained in this Certificate of Incorporation, in the manner now or hereafter prescribed by statute, and all rights conferred upon members herein are granted subject to this reservation.

FOURTEENTH. Except upon the affirmative vote of all members, no amendment to this Certificate of Incorporation may be adopted by the Corporation which would impose personal liability for the debts of the Corporation on the members of the Corporation or which would amend, alter, repeal or adopt any provision inconsistent with this Article FOURTEENTH.

WE, THE UNDERSIGNED, for the purpose of forming a not for profit corporation under the laws of the State of Oklahoma, do file this Certificate of Incorporation, and do certify that the facts herein stated are true, and have accordingly hereunto set our hands this April ___, 1999.

INCORPORATORS:

Incorporator/Trustee

Incorporator/Trustee

Incorporator/Trustee

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Stanley Hupfeld Academy @ Western Village
2020-2021 Advisory Board
REVISED 5/21/21

NAME AND POSITION	COMPANY	ADDRESS	PHONE/FAX	BIRTH DAY	E-MAIL	VOTING MEMBERS
ADCOX, CHRISTINA Director	Director of Development Noble Research Institute	2510 Sam Noble Parkway Ardmore, OK 73401	850-7940		cladcox@noble.org	YES
CAMPBELL, TOBI Director	Director, INTEGRIS Community Benefit & Stanley Hupfeld Academy	INTEGRIS 3030 NW Expy, Ste. 1620 Oklahoma City, OK 73112	550-3762 951-8808 F	12/18	tobi.campbell@integrisok.com	YES
CASSELL, KEITH Director	Head of Upper School Heritage Hall	1800 NW 122nd Oklahoma City, OK 73120	936-3142 417-3881 C 749-3014 F		kcassell@heritagehall.com	YES
HARMON, ERIC Director		4600 NE 90th St OKC, OK 73131	810-5893 H 210-268-8628 C		P4Principles@gmail.com	YES
HATCH, MIKE Chairman	SVP, Chief Strategy Officer INTEGRIS	3366 NW Expy, Ste. 800 Oklahoma City, OK 73112 Brenda Frick - Admin. Asst.			Mike.Hatch@Integrisok.com	YES
HUPFELD, STAN Ex-Officio Director	INTEGRIS Foundation	3030 NW Expy, Ste. 1600 Oklahoma City, OK 73112 110.7470 Suzan Whaley – Admin. Asst.	951-5098		Stanley.hupfeld@integrisok.com Suzan.whaley@yahoo.com	YES
JACKSON, DAVID Director	Executive Director, OKC Secondary Schools Activities Association (OSSAA)	17013 Prestwick Circle Edmond, OK 73003 – HOME 7300 N Broadway Ext. OKC, OK 73116 – WORK	330-8195 H 973-5901 C 840-1116 W		djackson@ossaa.com mwoods@ossaa.com	YES
LAWSON, KEN Director		2901 Brush Creek Road Oklahoma City, OK 73120	441-0004		Lawson127@att.net	YES
MELDRUM, HEATHER Counselor	Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114	751-1774	10/18	Heather.Meldrum@wvacademy.com	NO
MILLINGTON, PAM Director	Retired Pastor, Missions/Outreach Crossings	1608 Tall Trees Way OKC, OK 73131	755-2227 302-1267		pmillington06@gmail.com	YES
PEOPLES, CHARLES Director		PO BOX 20974 Oklahoma City, OK 73156	755-2497 875-5786 C		charlespeoples@hotmail.com	YES
RAYNER, RUTHIE Secretary	Principal Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114 Christy Savage, Admin. A	751-1774 550-9837 C	3/17	Ruthie.Rayner@wvacademy.com	NO

SCOTT, KIM[redacted]LY Treasurer	Admin. Director, Corp. Treasury INTEGRIS Financial Reporting	3500 NW Independence A[redacted] Ste.130, OKC, OK 73112 001.7036	951-2705		Kimberly.Scott@integrisok.com	[redacted]O
VERA, JOHN Legal Counsel Director	INTEGRIS Legal	3030 NW Expy., Ste. 1700 Oklahoma City, OK 73112 001.7367			John.Vera@integrisok.com	YES
WADE, ROSALYNN Director	Program Director Oklahoma A+ Schools	Campus Box 97 100 N University Drive Edmond, OK 73034	974-3777 602-4040		RWade@uco.edu	YES

Notices: Carolynn Caudill – Oklahoma County Clerk 320 Robert S. Kerr Ave. Room 105, OKC, OK 73102

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CHARTER SCHOOL LEASE AGREEMENT

THIS LEASE AGREEMENT ("Lease") is made and effective as of July 1, 2021, by and between **Independent School District No. 89 of Oklahoma County**, an Oklahoma public school district ("District" or "Landlord"), and **Western Village Academy, Inc.**, a not-for-profit organization, operating a public school chartered by District pursuant to the Oklahoma Charter Schools Act, 70 O.S. §§ 3-130 to 3-152 and **Stanley Hupfeld Academy at Western Village** ("Charter School") (collectively "Tenant") with respect to the following circumstances:

RECITALS:

A. Landlord owns a certain tract of real property consisting of a school building of approximately 56,578 square feet and improvements and compromising approximately 7.3 acres, commonly known as Western Village Elementary School and located at 1508 N.W. 106th Street, Oklahoma City, Oklahoma ("Leased Property"). The legal description of the Leased Property is set forth in Exhibit A

B. Tenant has previously leased the Leased Property from Landlord. Landlord desires to continue to lease the Leased Property to Tenant, and Tenant desires to continue to lease from Landlord all of the Leased Property on the terms provided in this Lease.

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, Landlord leases the Leased Property to Tenant on the following terms and conditions. The above Recitals are fully incorporated into and made a part of this Lease.

ARTICLE I.

Lease Term

I.1 Lease Term. Tenant shall be entitled to possession of the Leased Property, and this Lease shall commence on July 1, 2021 ("Commencement Date"). This Lease shall continue in full force and effect until the end of the fiscal year on June 30, 2031, ("Initial Term") unless sooner terminated pursuant to the terms of this Lease. Thereafter, Tenant may renew this Lease for up to–ten (10) fiscal years ("Renewal Terms") by ratifying and renewing this Lease each fiscal year until June 30, 2031. Fiscal year means the time beginning July 1 and ending June 30. Tenant shall provide to Landlord a copy of the minutes wherein Tenant's governing board approved the ratification and renewal of this Lease by July 31 of each fiscal year. "Lease Term" shall mean the entire term of this Lease, including the Initial Term, any Renewal Terms, any holdover period, or otherwise. Upon the expiration of this Lease (June 30, 2031), if Landlord remains the owner of the Leased Property and Tenant is a charter school,

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chartered by Landlord then Tenant shall have first (1st) right of refusal over all others to lease or renew this Lease for the Leased Property under mutually agreeable terms.

I.2 Automatic Termination of Lease. Part of the consideration for this lease is that Tenant operates a charter school authorized by District pursuant to 70 O.S. §3-130 et seq. If Tenant ceases to operate a charter school or Tenant is no longer operating a charter school authorized by District, then this Lease shall automatically terminate within thirty (30) days after Tenant ceases to operate a charter school or changes authorizers.

I.3 End of Lease Term.

1.3.1 Condition of Leased Property. Upon the expiration or other termination of the Lease Term, Tenant will not commit, nor suffer to be committed, any waste on the Lease Property, and Tenant shall quit and surrender the Leased Property to Landlord in as good of condition as its condition at the Commencement Date, ordinary wear and tear, damage by casualty, and Tenant Additions excepted.

1.3.2 Removal of Personal Property and Fixtures. Prior to or at the end of the Lease Term, Tenant shall remove any of its Personal Property. Tenant will not remove any fixtures attached to the buildings or affixed to the Leased Property, whether placed thereon or thereto by Landlord or Tenant, either during or after the term of this Lease or any renewal thereof, without the written permission of Landlord, which permission shall not be unreasonably withheld or except as allowed under any other Section herein. Tenant shall be responsible for and shall repair any damage caused by the removal of such Personal Property and Fixtures.

I.4 Holding Over. Upon expiration of the Lease Term or other termination of the Lease, any holding over by Tenant with the consent of Landlord shall become a month-to-month tenancy, subject to the terms and conditions of this Lease. Landlord may terminate the month-to-month tenancy at any time and shall do so by giving Tenant notice of termination not less than thirty (30) days before the termination date of the month-to-month tenancy, unless such occurs during the school year, then termination shall be effective thirty (30) days after the last day of school year. Nothing in this Section shall abrogate, nullify or supersede the terms contained in Section 1.1.

I.5 Relocation. Should Landlord seek to relocate Tenant from the Leased Property prior to the expiration of Lease on June 30, 2031, Landlord and Tenant shall negotiate an amount for Landlord to pay for such relocation. However, this provision does not imply that Landlord has the unilateral right to relocate Tenant during the term of this Lease without Tenant's prior written agreement and the mutually approved fees payable to Tenant in connection with the relocation.

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ARTICLE II.

Obligation to Pay Rent

II.1 Base Rent. The annual rent for the first five (5) fiscal years of the Lease shall be Twenty Dollars ($ 20.00) per student based on the number of students in Tenant's accreditation report for the previous fiscal year ("Base Rent"). Base Rent for any renewal terms beyond the first five (5) fiscal years shall be Thirty Dollars ($ 30.00) per student based on the number of students in Tenant's accreditation report for the previous fiscal year. Landlord shall send Tenant notice of the subsequent fiscal year's rent by March 1 of the current fiscal year.

II.2 Payment of Base Rent. Tenant may pay the annual Base Rent on a monthly basis equal to 1/12 of the Base Rent or Tenant may choose at its option to pay the entire annual Base Rent at the beginning of any fiscal year. If Tenant elects to make monthly payments, Tenant shall make the payment before the first (1st) day of each month during the Lease Term. Landlord directs Tenant to make all Rent payments due Landlord under this Lease to Landlord at the address for Landlord set forth in Section 10. Landlord shall have no obligation with regard to the Leased Property, and it is the intent of the parties that Landlord shall receive the Base Rent free from any charges, taxes, assessments, fees, impositions, expenses, deductions, and offsets of any kind or nature.

II.3 Additional Rent. "Additional Rent" shall constitute all payments other than Base Rent to be made by Tenant pursuant to the terms of this Lease. Additional Rent shall include the annual cost of "Property Insurance" which shall mean a policy insuring the buildings located on the Leased Property against loss or damage by fire, with an extended all-risk coverage endorsement for the building's Full Insurable Value as reasonably determined by Landlord from time to time, and with a commercially reasonable deductible as may be approved by Landlord. "Full Insurable Value" shall mean the actual replacement cost of the buildings and improvements on the Leased Property, and without deduction for physical depreciation. Annually by June 30 of each fiscal year, Landlord shall determine the cost to it of providing Property Insurance and shall notify Tenant of such costs. Tenant shall reimburse Landlord for such costs in equal monthly payments during the fiscal year or by July 31 of each fiscal year. Additional Rent shall also include any amounts selected on Exhibit B as a deductible cap fee.

II.4 Delinquent Rent. If any Base Rent or Additional Rent due Landlord is not paid when due, Landlord may collect a late fee equal to five (5%) percent of such delinquent Base Rent or Additional Rent. Any Base Rent or Additional Rent due Landlord that remains unpaid for thirty (30) days following the date on which the same is due shall bear interest at a rate of one and one-half (1½%) percent per month from the date on which such Rent was due until paid, which interest shall be in addition to the forgoing late fee. All amounts payable under this Section 2.3 shall be in addition to, and not in limitation of, other remedies available to Landlord hereunder or under applicable law.

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II.5 Default in Payment of Rent. If Tenant fails to pay Base Rent or Additional Rent in accordance with the terms of this Lease, Landlord shall give Tenant notice of such default. which shall constitute an "Event of Default" by Tenant. Landlord shall have the right to give notice of termination of this Lease within sixty (60) days of such default, and Tenant shall have the right to cure any such "Event of Default" within the sixty (60) day period.

ARTICLE III.

Representations and Warranties; Covenants

III.1 Landlord's Representations and Warranties. To induce Tenant to enter into this Lease, Landlord represents, warrants, and covenants as follows:

III.2.1 Due Organization; Power and Authority. Landlord is an Oklahoma public school district duly organized, validly existing and in good standing under the laws of the State of Oklahoma, and its Board of Education has full and requisite power and authority to execute and deliver this Lease and to carry out its obligations hereunder.

III.2.2 Authority Relative to this Lease. The execution, delivery, and performance of this Lease by Landlord has been duly and effectively authorized in accordance with Oklahoma law.

III.2.3 No Conflicts. The execution, delivery, and performance of this Lease by Landlord does not (a) violate any judicial or governmental decree, order, or judgment; (b) violate any applicable law; (c) conflict with the organizational documentation of Landlord; or (d) result in a breach of, or constitute a default under, any agreement or instrument to which Landlord is a party or by which it or the Leased Property are bound.

III.2.4 Condition of Leased Property. Landlord to the best of its knowledge and belief warrants that the Leased Property is in good condition and repair as of the Commencement Date of this Lease and that the mechanical, electrical, and plumbing systems are fully operational and in good working order. Tenant shall receive the benefits of any warranties associated with the Leased Property, including roofs and mechanical systems.

III.3 Tenant's Representations and Warranties; Covenants. To induce Landlord to enter into this Lease, Tenant represents, warrants, and covenants, to Landlord as follows:

III.3.1 Not-for-Profit Corporation. Tenant is an Oklahoma not-for-profit corporation duly organized, validly existing and in good standing under the laws of the State of Oklahoma, authorized to and currently operating a public charter school pursuant to a contract with District, and has full and requisite power and authority to execute and deliver this Lease and to carry out its obligations hereunder.

III.3.2 Authority Relative to this Lease. The execution, delivery, and performance of this Lease by Tenant has been duly and effectively authorized by Tenant, and does

not (a) violate any judicial or governmental decree, order, or judgment; (b) violate any applicable law; (c) conflict with the organizational documentation of Tenant; or (d) result in a breach of, or constitute a default under, any agreement or instrument to which Tenant is a party or by which it is bound.

III.3.3 Financial Statements. Prior to execution of this Lease, and any renewal term thereof, Tenant shall provide Landlord with Tenant's year-to-date and most recently year-ended financial statements.

ARTICLE IV.

Use and Occupancy of Leased Property

IV.1 Permitted Use of Leased Property. Tenant may use the Leased Property for the purpose of operation a public charter school authorized by contract with District pursuant to the Oklahoma Charter Schools Act ("Permitted Use") and for such other purposes as are related to the operation of a public charter school or as specified below. Tenant shall use the Leased Property as and for a charter school under Tenant's Charter School Contract with District. Additionally, Tenant may not operate more than one charter school within the Leased Property unless District is the authorizer of all the charter schools operating within the Leased Property. Tenant may use the Leased Premises as follows: (1) the operation of a charter school, chartered by District; (2) fundraising activities; (3) rentals on a short-term or periodic basis that are not subleases; (4) community events or activities; (5) non-school related athletic events or activities;. Fundraising includes but is not limited to any function, event, or activity, which is intended to raise revenue or funds to aid and support Tenant's programs, projects, maintenance and/or repair needs and expenses, of the Leased Property. Any activities and programs shall be conducted in accordance with and in compliance with any applicable federal, state, and local laws, regulations, and ordinances. Tenant will provide notice of all fundraising events and activities to Landlord in writing.

IV.2 Compliance with Laws and Regulations; Permits. Tenant's use of the Leased Property shall comply with all applicable laws. Tenant agrees that its operations in the Leased Property will be in full and strict compliance with the requirements of applicable state, municipal and federal laws, rules, and regulations.

IV.3 Licensing and Zoning. If Tenant is required to have a license from any state or local regulatory agency for its operation in the Leased Property, Tenant shall maintain such license in good standing and, in the event of the cancellation, suspension, revocation or surrender of the license, Tenant shall take prompt action to reinstate such license. Landlord makes and has made no representations or warranties regarding the zoning classification of the Leased Property upon which the buildings are constructed, other than its use as a school facility. Tenant, at Tenant's sole expense, will obtain any rezoning or other appropriate approval required for Tenant's Permitted Use of the Leased Property.

IV.4 Environmental Reports. Tenant shall be responsible for conducting periodic inspections and making reports regarding asbestos and other hazardous conditions as required by law. Tenant shall provide Landlord with copies of any annual reports by the end of each fiscal year.

IV.5 Quiet Enjoyment. Landlord shall place Tenant in peaceful and undisturbed possession of the Leased Property on or before the Commencement Date and shall secure to the Tenant the quiet and peaceful possession of the Leased Property during the entire Lease Term. Landlord may enter onto the Leased Property at any reasonable time upon reasonable advance notice (except in the case of an emergency) to inspect the Leased Property or to perform Landlord's obligations under this Lease. Landlord will inspect and walk through the Leased Property at least bi-annually to ensure that the Leased Property is being properly maintained, with forty-eight (48) hours advanced notice of the date and time of such walk through. All inspections and walk throughs shall not disrupt or interfere with Tenant's programs or operations and shall include a representative of Tenant. Tenant shall not unreasonably deny Landlord access for inspections and/or walk throughs or unreasonably delay because a representative is not available.

IV.6 Assignment and Subleasing. Tenant shall not assign this Lease in whole or in part or sublease all or any part of the Leased Property without first obtaining the written approval of Landlord in each instance, which consent shall not be unreasonably withheld, conditioned, or delayed. Landlord's written consent to any assignment or sublease shall not constitute a waiver of the necessity for consent for any subsequent assignment or sublease. This provision regarding assignment and sublease shall not apply to the temporary and periodic rental of the Leased Property by third parties as is contemplated by Landlord's Use of Facilities Policy and Regulations (currently D-09 and D-09-R1). Tenant may use the policy and the regulations as a guide for its use of facilities.

Article V.

Insurance; Indemnity

V.1 Insurance. During the entire Lease Term, Tenant shall keep in full force and effect and be responsible for the various insurance and deductible as set forth below:

V.1.1 Workers' Compensation Insurance. Workers' compensation insurance as required by the laws of the State of Oklahoma and employer liability insurance in an amount not less than the statutory limits per occurrence, per employee.

V.1.2 Liability Insurance. "Liability Insurance" shall mean Oklahoma Governmental Tort Claims Act coverage insuring against any and all liability of the insured with respect to the Leased Property or arising out of the maintenance, use or

occupancy thereof. Tenant shall provide a Certificate of Self-Insurance coverage naming Landlord as an additional insured.

V.1.3 Property Insurance Deductible. If the Leased Property suffers sufficient damage which Landlord determines warrants a claim being made to Landlord's property insurance for a covered claim, Tenant is responsible for reimbursing Landlord the cost of the insurance deductible ("Tenant Deductible"). In the event of an incident/occurrence (as defined by Landlord's property insurance carrier) which causes damage to the Leased Property, damages would be identified for the Leased Property, and Landlord will bill Tenant for the Tenant Deductible. If buildings other than the Leased Property are also damaged by the same incident/occurrence, Landlord will bill Tenant based on Tenant's proportionate percentage of actual damages. Damages will be assessed within forty-five (45) days of the event. In the event of multiple separate incidents/occurrences (as defined by Landlord's property insurance carrier) during the fiscal year, Tenant will be responsible for the Tenant Deductible for each applicable claim in the manner identified above. If the Leased Property is not part of any claim, Tenant shall not be responsible for paying the Tenant Deductible.

V.2 Certificates of Insurance. Tenant shall deliver to Landlord certificates evidencing the existence of the insurance required by this Lease.

V.3 Indemnity.

V.3.1 Tenant's Assumption of Risk of Loss. To the extent allowed by Oklahoma law, but subject to Section 3.1.4, Landlord shall not be held responsible for, and is relieved of liability by reason of the following:

(a) any injury or damage to any person, persons, or property while on the Leased Property caused by any fire, breakage or leakage in any part or portion of the Leased Property, unless such breakage, leakage, injury or damage be caused by or result from the gross negligence or intentional misconduct of Landlord or its employees, servants or agents;

(b) any injury or damage to any person, persons, or property while on the Leased Property from water, rain, or snow that may leak into, issue, or flow from any part of the Leased Property, unless such damage, leak, or flow be caused by or result from the gross negligence or intentional misconduct of the Landlord or its employees, servants or agents; or

(c) any injury or damage to any person, persons or property while on the Leased Property caused by the negligence or misconduct of Tenant, its employees, agents, licensees or any other person entering the Leased Property under express or implied invitation of Tenant or arising out of the use of the Leased Property by Tenant and the operation of the Leased Property by Tenant.

V.3.2 Indemnity by Tenant. To the extent allowed by Oklahoma law, Tenant hereby agrees to indemnify and hold harmless Landlord from any loss, expense or claims arising out of the injury or damages to any persons or property and for which

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the risk of loss has been fully assumed by Tenant. If, at any time during this Lease, any person or group should may any claim, court action, or request for damages because of anything that has happened in or on the Leased Property which has caused property damage, personal injury, or loss of life, Tenant will use commercially reasonable efforts to defend and mitigate losses to Landlord, and will pay all costs, expenses, and legal fees. If Landlord should spend any money as a result of any actions or claims as described above, Tenant shall pay these costs to Landlord as Additional Rent. Notwithstanding the foregoing, Tenant shall not be required to indemnify and hold harmless Landlord from any losses, expenses, or claims arising from the gross negligence or willful misconduct of Landlord or its agents, contractors, or employees.

Article VI.

Destruction of Leased Property

VI.1 Notice of Occurrence. "Event of Destruction" shall mean any event beyond the parties' control that may damage or destroy the Leased Property, including without limitation, fires, tornados, earthquakes, the elements, riots, acts of God or the public enemy, or other casualties. Tenant shall give Landlord notice within ten (10) days of the occurrence of an Event of Destruction that damages or destroys, in whole or in part, the Leased Property.

VI.2 Election to Require Restoration or Terminate. Upon an Event of Destruction, the determination of restoration capability and responsibility shall be mutually decided by the parties. All plans to restore the Leased Property shall be mutually agreed upon by the parties. The parties shall mutually endeavor to meet to discuss restoration within a reasonable period of time after an Event of Destruction.

VI.3 Abatement of Rent. If the parties elect to restore the Leased Property, Tenant's obligation to pay Rent shall cease or abate in proportion to the extent Tenant is denied use of the Leased Property during the period of restoration.

VI.4 Restoration. If the parties elect to restore the Leased Property, the restoration shall be sufficient (a) to return the Leased Property to its condition immediately prior to the occurrence of the Event of Destruction or a condition rendering it safe for occupation as a school, and (b) to meet all applicable building codes and regulations.

Article VII.

Tenant Additions and Improvements to Leased Property

VII.1 Right to Make Tenant Additions. "Tenant Additions" shall mean any structural additions, improvements, alterations, or changes made by Tenant in or to the building or real estate, of which the Leased Property form a part. Tenant

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may not make Tenant Additions to the Leased Property at any time without Landlord's written consent, which consent shall not be unreasonably withheld unreasonably withheld, conditioned, or delayed. Additions and improvements shall be considered synonymous for purposes of this Article.

VII.2 Approval of Tenant Additions. Tenant must submit a written proposal to Landlord and receive written approval from Landlord before beginning any Tenant Additions. A request to make any Tenant Additions to the Leased Property shall be to Landlord's representative set forth in Section 10, who will review the request and make a decision within thirty (30) days from Tenant's written proposal, unless the representative requests additional time for review which shall be granted by Tenant for up to thirty (30) additional days. Landlord's representative will decide whether to approve or deny the request, including any requirements or conditions of approval (e.g., proof of appropriate insurance coverage) no more than sixty (60) days from receipt of Tenant's written proposal. Any decision by the representative may be appealed by Tenant in writing to the Superintendent whose decision shall be final and non-appealable. If Tenant proceeds to make any Tenant Additions without Landlord's written consent, which consent shall not be unreasonably withheld, conditioned, or delayed, then Tenant shall be responsible for all costs of removing such Tenant Additions at the conclusion of this Lease and shall be responsible for returning the Leased Property to the condition it was in prior to the unapproved Tenant Additions and such action shall be considered an Event of Default under Section IX.1.

VII.3 Responsibility for Payment. All approved Tenant Additions will be made at the sole expense of the Tenant. Nothing in this Lease shall be deemed or construed in any way or constituting the consent or request by Landlord, express or implied, by inference or otherwise, to any person for the performance of any labor or the furnishing of any materials to the Leased Property or any part thereof or as giving Tenant any right, power or authority to contract for or permit the rendering of any services or the furnishing of any materials that would give rise to any liens on the Leased Property. Tenant shall promptly pay for all labor costs incurred and materials purchased in connection with any Tenant Additions and shall keep and hold the Leased Property free, clear, and harmless of and from all liens that could arise by reason of the Tenant Additions. Tenant may change or re-key any locks on Leased Property at its own cost as long as Landlord is provided with a working Master Key in order to access the Leased Property in case of an emergency.

VII.4 Maintenance and Removal of Tenant Additions. Tenant shall maintain approved Tenant Additions in good order and repair. With the exception of Personal Property and Fixtures installed by Tenant as part of any Tenant Additions, approved Tenant Additions shall become part of the Leased Property and shall be surrendered to Landlord with the Leased Property at the end of the Lease Term, unless such can be removed without permanently damaging the Leased Property, in which case Tenant shall be allowed to remove all Tenant

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Additions, subject to Tenant's restoration/repair obligations with respect to any resulting damage as otherwise set forth in this Lease. Tenant agrees that any approved Tenant Additions that cannot be so removed will become the property of Landlord upon termination of this Lease.

VII.5 Compliance with Codes and Laws. Approved Tenant Additions shall conform in all respects to state and local laws, ordinances and regulations including, without limitation, the current edition of the Building Code. Tenant shall bear the expense of any remedial measures required by the Building Code, the Fire Prevention Code, the Division of the State Architect for public school buildings or required as a condition for the issuance of a license or Certificate of Occupancy for approved Tenant Additions. Tenant shall be responsible for and shall pay for any inspections, permits or fees required, including, but not limited to, any fees charged by the Division of the State Architect for approved Tenant Additions.

Article VIII.

Utilities; Repairs; Maintenance and Replacements; Taxes

VIII.1 Utilities. Utilities shall include, but not be limited to, electric, gas, water, sewer, waste management, and recycling services. Tenant shall be responsible for establishing the connections for using any utilities, pay any deposits for utility services, and pay all charges for usage of utilities. District will provide any assistance necessary to accomplish the transfer of utilities to Tenant. Tenant shall cooperate with Landlord in the transfer of such utilities at the end of the Lease Term.

VIII.2 Repairs, Maintenance and Replacements. "Repairs, Maintenance, and Replacements" shall mean repair, maintenance and replacement of the Leased Property, including without limitation, repair, maintenance or replacement of: (a) paved or asphalted areas, landscaping, and lighting (indoors or outdoors); (b) heating, air conditioning and plumbing systems, electrical, mechanical, and electromotive equipment and fixtures; (c) signs, placards, decorations, and advertising media of any type; (d) exterior and interior walls (including painting or other treatments); (e) utility ducts, conduits, pipes and wiring; (f) the roof, foundation or structural integrity of any of the buildings or improvements to the Leased Property; (g) all windows and doors, window or door trim or jambs, window or door closers or hardware; (h) pest control; (i) telephone and/or Internet wiring and connectivity; (j) all alarm and security systems; (k) all furniture and fixtures attached to or affixed to the Leased Property; or (l) any repairs or replacements that are occasioned by or attributable to defective materials or workmanship in the construction of such buildings or improvements. Tenant shall be responsible for all Repairs, Maintenance and Replacements to the Leased Property during the Lease Term. Tenant shall maintain and make available if requested by Landlord documentation of all repairs, maintenance, and

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replacements. If Landlord determines that the Leased Property is in disrepair and no longer suitable for use as a school, Landlord may, in its sole discretion, give notice of such disrepair as specified in a Section IX.1

VIII.3 As-Is Condition of Leased Property. Tenant acknowledges and agrees that it has had the opportunity to inspect the Leased Property and accepts the Leased Property in its "as-is" condition as of the Commencement Date.

VIII.4 Property Taxes. Currently, the Leased Property is not subject to property taxes because it is owned by a public school district. However, if the laws change such that the Leased Property is subject to property taxes, the following terms shall apply. "Taxes" shall mean all real estate ad valorem or property taxes levied, assessed, or imposed by a Governmental Authority with respect to the Leased Property. "Governmental Authority" means any federal, territorial, state or local governmental authority, quasi-governmental authority, instrumentality, court, government or self-regulatory organization, commission, tribunal or organization or any regulatory, administrative or other agency, or any political or other subdivision, department or branch of any of the foregoing. Tenant shall pay all Taxes levied, assessed or imposed with respect to the Lease Term on the Leased Property, provided that Tenant may protest or appeal any such Taxes or seek any exemption from such Taxes because of its charitable usage of the Leased Property by appropriate action conducted at the sole cost and expense of Tenant provided that Tenant shall keep Landlord fully apprised of any such activities. Any such Taxes attributable to part of a fiscal year of a taxing authority which is included within the Lease Term and a part of which is included within a period of time prior to the commencement of or after the end of the Lease Term shall be adjusted by Landlord and Tenant as of the commencement or end of the Lease Term so that Tenant shall only pay that portion of Taxes accruing with respect to the Lease Term and Landlord shall pay the remainder. Tenant shall also pay all personal property ad valorem taxes, assessments, license fees imposed, charges levied, assessed or imposed during the Lease Term on Tenant's Personal Property and Fixtures.

Article IX.

Default and Remedies

IX.1 Remedies for Default. Except as provided in Section 2.5 regarding default in payment of rent, If a party to this Lease defaults in the performance of its obligations under this Lease, the non-defaulting party shall give the defaulting party written notice describing in detail the alleged default and if such default continues for thirty (30) days following the giving of such notice, there shall be an "Event of Default" under this Lease with respect to such default; provided, however, that if such default is one that cannot be remedied within thirty (30) days following the giving of such notice, no Event of Default shall occur so long as the defaulting party promptly commences such cure and diligently pursues it

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until completion. Following an Event of Default, the non-defaulting party shall have all remedies available under applicable law, including without limitation, the right to perform the defaulting party's defaulted obligations and immediately collect the cost of performance plus interest at the rate of twelve percent (12%) per annum. Any such performance shall not be deemed a waiver of any default or of any other remedy.

Article X.

Miscellaneous Provisions

X.1 Attorney's Fees. If either party brings an action to enforce the terms hereof or declare rights hereunder, the prevailing party in any such action shall be entitled to recover reasonable attorneys' fees and costs incurred in connection therewith, on appeal or otherwise, including those incurred in arbitration, mediation, administrative or bankruptcy proceedings and in enforcing any right to indemnity herein.

X.2 Landlord Liability. The term "Landlord" shall mean only the owner or owners at the time in question of the fee title to the Leased Property. Landlord named in the preamble of this Lease shall be relieved, from and after the date of any transfer of fee title to the Leased Property, of all subsequently arising liability with respect to Landlord's obligations thereafter to be performed, provided that any funds previously delivered by Tenant to Landlord at the time of such transfer, in which Tenant has an interest, shall be delivered to the grantee. The obligations contained in this Lease to be performed by Landlord shall, subject to transfer of funds as aforesaid, be binding on Landlord's successors and assigns only during their respective periods of ownership. Notwithstanding any claims Tenant may have against Landlord, Landlord's aggregate liability therefor shall be limited to Landlord's interest in the Leased Property, and Tenant agrees that no other property or assets of Landlord, its officers, directors, employees, successors or assigns, shall be subject to the levy, execution or other enforcement procedure for the satisfaction of any such claim, judgment, injunction or decree. Any such transfer shall include Tenant's right of occupation of the Leased Property for the duration of the Lease Term through June 30, 2031.

X.3 Controlling Law. The terms and provisions of this Lease shall be construed in accordance with the laws of the State of Oklahoma. Venue shall lie only in the 7th Judicial District Court, Oklahoma County, Oklahoma and no other.

X.4 Cumulative Remedies. Except as specifically otherwise provided in this Lease, no remedy or election in this Lease shall be deemed exclusive, but shall, wherever possible, be cumulative with all other remedies in law or equity.

X.5 Partial Invalidity. If any term, covenant, condition, or provision of this Lease is held by a court of competent jurisdiction to be invalid, void or

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unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

X.6 Entire Agreement. This Lease constitutes the entire Agreement between the parties, and there are no other agreements or understandings regarding the Leased Property.

X.7 Amendment and Waiver. This Lease may be amended at any time, but only by an instrument in writing executed by Landlord and Tenant. Either party to the Lease may, by giving notice, waive any requirement to be performed by the other under this Lease.

X.8 Time of Essence. Time is of the essence of this Lease, and each provision.

X.9 Successors and Assigns. Each and all of the covenants, conditions, and restrictions in this Lease shall inure to the benefit of, and shall be binding upon, the successors in interest and assigns of Landlord and Tenant. Tenant may not assign this Lease or sublease all or any portion of the Leased Property except as provided in Section IV. No assignment of this Lease or sublease of all or any part of the Leased Property shall relieve Tenant from its obligations under this Lease absent an express written release by Landlord.

X.10 Relationship of Parties. Nothing contained in this Lease shall be deemed or construed by the parties or any third person, to create a relationship of principal and agent, or a partnership, joint venture, or association between Landlord and Tenant.

X.11 Captions; Construction. The captions in this Lease are for convenience only and shall not limit or amplify or otherwise constitute a part of the provisions of the Lease. In the construction and interpretation of this Lease, the rule of construction in that documents can be construed most strictly against the party who prepared it shall not be applied because both parties have participated in the preparation of this Lease.

X.12 Notices and Payment of Rent. All notices or other communications required or contemplated by this Lease shall be in writing and shall be deemed to have been given when (a) personally delivered in return for a receipt; (b) mailed by registered or certified mail, return receipt requested; (c) sent by a recognized overnight courier service, or (d) sent by electronic means as follows:

To Tenant:

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Tobi Campbell
1508 N.W. 106th Street
Oklahoma City, Oklahoma 73114

To Landlord: Oklahoma City Public Schools
P. O. Box 36609
Oklahoma City, Oklahoma 73136
Attention: Superintendent
E-mail: Superintendent@okcps.org
Tel. No.: 405-587-0000

or to such other person or address as either party shall hereafter designate from time to time by similar notice. Such notices or communications shall be deemed given on personal delivery in return for a receipt, on the third (3rd) business day after depositing with the U.S. mail, on the next business day after being deposited with the recognized overnight courier service, or on the date sent by electronic transmission during normal business hours (otherwise on the next business day). The telephone numbers listed above are for general informational and contact purposes only and no notices required or contemplated by this Lease shall be given verbally by telephone.

[Signature Page to Follow]

IN WITNESS WHEREOF, the parties have executed this Lease to be delivered and effective as of the date and year first above written.

"TENANT"

Western Village Academy, Inc.

By DocuSigned by: Douglas M. Smith F253B7737EA3451...

Name: Douglas M. Smith

Title: SVP & Chief Financial Officer

"LANDLORD"

Independent School District No. 89 of Oklahoma County, Oklahoma

Approved by the Board of Education on the ____ day of _____, 2021

By_____

Name: _____

Title: _____

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Exhibit A

DESCRIPTION OF LEASED PROPERTY

A part of the Northwest Quarter of Section 29, TI3N, R3W, I.M., more particularly described as follows: Beginning at a point 25" South of the Southeast comer of the Northeast Quarter (NE 1/4) of the Northwest Quarter (NW 1/4) of said Section 29; then North along the East line of said Northwest Quarter (NW1/4) a distance of Eight Hundred Seventy-three Feet (873'); then West and parallel to the South line of said Northeast Quarter (NE 1/4) of said Northwest Quarter (NW 1/4) a distance of Three Hundred Sixty-eight Feet (368'); then South and parallel to the East line of said Northwest Quarter (NW 1/4) a distance of Eight Hundred Seventy-three Feet (873'); and then East and parallel to the South line of said Northeast Quarter (NE 1/4) of said Northwest Quarter (NW 1/4)) a distance of Three Hundred Sixty-eight Feet (368') to the point of beginning;

DocuSign Envelope ID: 142BCB20-CF50-4143-94B4-C1BAB3896FC4

Exhibit B
Deductible Options Per Incident/Occurrence

Tenant selects the following Options as to Additional Rent (Section 2.3) and Property Insurance Deductible (Section 5.1.3):

☐ Option A:

Section 2.3: Additional Rent shall not include any additional amounts for the purchase of a lower deductible.

Section 5.1.3: Tenant selects the Deductible of $1,000,000.

☐ Option B:

Section 2.3: Additional Rent shall also include an amount two (2) times the amount of the actual Property Insurance premium which shall be considered a deductible cap fee.

Section 5.1.3: In exchange for the deductible cap fee to be paid as Additional Rent (Section 2.3), Tenant selects the Deductible of $500,000.

☐ Option C:

Section 2.3: Additional Rent shall also include an amount three (3) times the amount of the actual Property Insurance premium which shall be considered a deductible cap fee.

Section 5.1.3: In exchange for the deductible cap fee to be paid as Additional Rent (Section 2.3), Tenant selects the Deductible of $250,000.

☐ Option D:

Section 2.3: Additional Rent shall also include an amount six (6) times the amount of the actual Property Insurance premium which shall be considered a deductible cap fee.

Section 5.1.3: In exchange for the deductible cap fee to be paid as Additional Rent (Section 2.3), Tenant selects the Deductible of $125,000.00.

OKLAHOMA STATE DEPARTMENT OF EDUCATION (OSDE)

CHILD NUTRITION PROGRAMS

FOOD SERVICE MANAGEMENT COMPANY (FSMC)

REQUEST FOR PROPOSAL (RFP)

School District: Stanley Hupfeld Academy at Western Village

County/District Code: 55E003

January 2021
(for School Year 2021-2022)

- RFP APPLICATION SUBMITTED AND APPROVED BY THE STATE DEPARTMENT OF EDUCATION
- RFP NOTICE SENT TO VENDORS AND PUBLISHED
- TOUR DATE FOR ANY INTERESTED VENDORS: JUNE 1
- RFP FINAL BID MEETING: JULY 2
- FINAL BOARD APPROVAL OF VENDOR SELECTION: AUGUST 2

STANLEY HUPFELD ACADEMY @WESTERN VILLAGE
2021-2022 FACULTY
5/21/21

NAME	TITLE	21-22
ALKIRE, COREY	TEACHER – 3RD	
BABBIT, KARA	OPERATIONS ASSISTANT	
BATE, KRISTINA	TEACHER – 4TH	
BELL, MATT	TEACHER – TECHNOLOGY	
BURNETT, TIFFANY	PARA – Pre-K	
BUSH, JACQUE	TEACHER - LITERARY ARTS	
CARTER, KATHY	TEACHER – 1ST	
DOE, LYNNE	TEACHER- 1st	
DOLF, JULIE	TEACHER – PE	
UDLEY, HOLLY	TEACHER – 1ST	
EGGLESTON, TORA	TEACHER- 2ND	
GLOVER, BARBARA	PARA – Special Ed	
HORNBEAK, MONESHA	TEACHER - KINDERGARTEN	
KING, KIM	TEACHER – SPECIAL ED.	
LAWES, AMELIA	TEACHER- 5th	
LIVINGSTON, TAMMY	READING SPECIALIST	
LOFGREN, TARA	TEACHER - ART	
MARSHALL, AMY	PARA – P/T KIND. (2 classes) HOURLY	
MARTINEZ, ANGELA	TEACHER – KIND.	
MCBRIDE, CINDY	TEACHER –2nd	
MEEKER, JACKIE	TEACHER – 4TH	

MELDRUM, HEATHER	COUNSELOR	
MOORE, JAMES	PARA – 4TH/5TH (4 classes)	
PRICE, CHERI	TEACHER – 3RD	
RAYNER, RUTHIE	PRINCIPAL	
ROWE, EBBONY	MUSIC SPECIALIST & P/T PARA – 2 days/wk	
SAVAGE, CHRISTY	ASSISTANT TO PRINCIPAL/ OFFICE MANAGER	
SCOBEY, DEBORAH	TEACHER – 5TH	
SIVARD, JAYNE	TEACHER – PRE-K	
WHATLEY, TORRIE	TEACHER – PRE-K	
WILLIAMS, LAUREN	PARA – 2ND & 3RD	

SHA VENDOR CONTRACTS

2021-2022

American Fidelity (Benefits, Section 125)

Britton Kuykendall Miller (Audit Services)

EAS Consulting/Steve Huff (Federal Funds; SNS)

Jackson Associates (Affirmative Action Plans)

MAS- Municipal Accounting Systems, Inc. -Wen-GAGE (Accounting Software License)

Metro Security (Security and Fire Alarm Monitoring)

OCAS/Jenkins Accounting Services

OKCPS (Charter Contract, Lease, Transportation)

Reach Educational Consulting (Special Services; Psych.)

R&M Janitorial Service

Sensational Kids (Special Services; OT and Speech)

Student Nutrition Services (vendor to be determined)

Monthly Income Statement
INTEGRIS Academy
For Budget Year 2022

		July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	Total FY 2022
Gross Patient Revenues														
Other Operating Revenue														
50010	General Revenue	-	170,895	170,895	170,895	170,895	170,895	170,895	170,895	170,895	170,895	170,895	170,895	1,879,845
50102	Grant Revenue - Fed & State	12,701	12,701	12,701	12,701	12,701	12,701	12,701	12,701	12,701	12,701	12,701	12,701	152,409
50315	Cafeteria - OKDHS - USDA Food	7,544	7,544	7,544	7,544	7,544	7,544	7,544	7,544	7,544	7,544	7,544	7,544	90,529
Total - Other Operating Revenue		20,245	191,140	191,140	191,140	191,140	191,140	191,140	191,140	191,140	191,140	191,140	191,140	2,122,783
Total Operating Revenue		**20,245**	**191,140**	**191,140**	**191,140**	**191,140**	**191,140**	**191,140**	**191,140**	**191,140**	**191,140**	**191,140**	**191,140**	**2,122,783**
Operating Expenses														
Employee Salaries & Wages														
60002	Techs & Spec - Prod	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	1,475,541
Total - Employee Salaries & Wages		122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	122,962	1,475,541
Total Salaries and Wages		**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**122,962**	**1,475,541**
Benefits														
61000	FICA	6,961	6,961	6,961	6,961	6,961	6,961	6,961	6,961	6,961	6,961	6,961	6,961	83,538
61005	Employee Medicare Tax Exp	1,628	1,628	1,628	1,628	1,628	1,628	1,628	1,628	1,628	1,628	1,628	1,628	19,536
61010	Unemployment Tax Expense	44	44	44	44	44	44	44	44	44	44	44	44	524
61020	Group Health Ins	15,525	15,525	15,525	15,525	15,525	15,525	15,525	15,525	15,525	15,525	15,525	15,525	186,299
61040	Group Life Insurance	154	154	154	154	154	154	154	154	154	154	154	154	1,848
61060	Pension Expense	20,638	20,638	20,638	20,638	20,638	20,638	20,638	20,638	20,638	20,638	20,638	20,638	247,662
Total - Benefits		44,951	44,951	44,951	44,951	44,951	44,951	44,951	44,951	44,951	44,951	44,951	44,951	539,407
Professional Fees														
63000	Consulting Fees	1,033	1,033	1,033	1,033	1,033	1,033	1,033	1,033	1,033	1,033	1,033	1,033	12,398
63020	Legal Services	413	413	413	413	413	413	413	413	413	413	413	413	4,959
63030	Audit/Tax Fees	984	984	984	984	984	984	984	984	984	984	984	984	11,803
Total - Professional Fees		2,430	2,430	2,430	2,430	2,430	2,430	2,430	2,430	2,430	2,430	2,430	2,430	29,160
General Supplies														
65000	Office & Admin Supplies	847	808	808	863	785	863	785	785	903	863	785	863	9,959
65030	Minor Equipment Expense	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540	1,540	18,481
65035	Minor IT Equipment Expense	160	160	160	160	160	160	160	160	160	160	160	160	1,919
65050	Copy Charges - Printed Forms	173	165	165	175	159	175	159	159	183	175	159	175	2,024
65070	Repair & Maint Supplies	431	412	412	433	394	433	394	394	453	433	394	433	5,017
65075	Janitorial Supplies	691	659	659	704	640	704	640	640	736	704	640	704	8,125
65080	Other Supplies & Materials	2,968	2,833	2,833	3,027	2,752	3,027	2,752	2,752	3,165	3,027	2,752	3,027	34,915
67180	Postage	-	89	296	148	112	44	-	296	-	-	50	-	1,035
Total - General Supplies		6,809	6,666	6,873	7,052	6,542	6,947	6,430	6,727	7,140	6,903	6,481	6,903	81,474
Purchased Services														
66175	Purch Svc-Occupational Therapy	809	772	772	809	735	809	735	735	845	809	735	809	9,374
66185	Purch Svc-Speech Therapy	1,879	1,793	1,793	1,879	1,708	1,879	1,708	1,708	1,964	1,879	1,708	1,879	21,776
66220	Purch Svc-Admin Support	3,788	3,616	3,616	3,788	3,444	3,788	3,444	3,444	3,960	3,788	3,444	3,788	43,905
66230	Purch Srvc-Other	13,055	12,462	12,462	13,055	11,868	13,055	11,868	11,868	13,648	13,055	11,868	13,055	151,320
66235	Purch Srvc-Mental Health	630	602	602	630	573	630	573	573	659	630	573	630	7,304
66280	Environmental Services	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	30,000
66350	Photography	29	29	29	29	29	29	29	29	29	29	29	29	345
Total - Purchased Services		22,689	21,773	21,773	22,689	20,856	22,689	20,856	20,856	23,606	22,689	20,856	22,689	264,024
Maintenance and Repairs														
66270	Outside Maintenance	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	12,838
Total - Maintenance and Repairs		1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	1,070	12,838
Utilities														
67020	Utilities - Electric	5,202	87	8,591	103	3,077	5,606	7,113	619	4,108	4,934	1,636	119	41,196
67030	Utilities - Gas/Fuel Oil	161	197	176	185	39	635	657	797	780	1,258	213	135	5,232
67050	Utilities - Water	703	727	807	1,258	837	879	967	1,160	1,048	1,310	653	687	11,039
67070	Telephone	475	475	475	475	475	475	475	475	475	475	475	475	5,704
Total - Utilities		6,542	1,486	10,050	2,021	4,429	7,596	9,213	3,051	6,411	7,978	2,977	1,417	63,171
Lease and Rental														
67000	Rental/Lease - Real Property	425	425	425	425	425	425	425	425	425	425	425	425	5,100
67010	Rental/Lease - Equipment	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	14,996
Total - Lease and Rental		1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	1,675	20,096
Other Expense														
67090	Books & Publications	500	500	500	500	500	500	500	500	500	500	500	500	6,000
67100	Dues & Memberships	421	421	421	421	421	421	421	421	421	421	421	421	5,049
67190	Training/Continuing Ed	125	125	125	125	125	125	125	125	125	125	125	125	1,500
67200	Travel	125	125	125	125	125	125	125	125	125	125	125	125	1,500
67210	Meals	125	125	125	125	125	125	125	125	125	125	125	125	1,500
68229	Revenue From Foundation	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(3,000)	(36,000)
68350	Misc Expense	250	250	250	250	250	250	250	250	250	250	250	250	3,000

Monthly Income Statement
INTEGRIS Academy
For Budget Year 2022

		July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	Total FY 2022
Total - Other Expense		(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(1,454)	(17,451)
Insurance														
67110	Insurance - Liability	208	208	208	208	208	208	208	208	208	208	208	208	2,500
67120	Insurance - Property	5,553	5,553	5,553	5,553	5,553	5,553	5,553	5,553	5,553	5,553	5,553	5,553	66,631
67129	Insurance - (non-risk mgmt)	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	34,800
Total - Insurance		8,661	8,661	8,661	8,661	8,661	8,661	8,661	8,661	8,661	8,661	8,661	8,661	103,931
Depreciation & Amortization														
68001	Depreciation - Land Impr	593	593	593	593	593	593	593	593	593	593	593	593	7,111
68002	Depreciation - Bldg	1,193	1,193	1,193	1,193	1,193	1,193	1,193	1,193	1,193	1,193	1,193	1,193	14,319
68003	Depreciation - Bldg Impr	693	693	693	693	693	693	693	693	693	693	693	693	8,319
68005	Depreciation - Fixed Eq	847	847	847	847	847	847	847	847	847	832	832	832	10,121
68006	Depreciation - Major Mv	1,312	1,312	1,312	1,312	1,312	1,312	1,312	1,312	1,312	1,312	1,312	1,312	15,749
Total - Depreciation & Amortization		4,639	4,639	4,639	4,639	4,639	4,639	4,639	4,639	4,639	4,623	4,623	4,623	55,619
Total Operating Expenses		**220,973**	**214,857**	**223,628**	**216,694**	**216,760**	**222,165**	**221,432**	**215,566**	**222,089**	**222,487**	**215,231**	**215,926**	**2,627,809**
Net Operating Income		**(200,728)**	**(23,717)**	**(32,488)**	**(25,554)**	**(25,620)**	**(31,025)**	**(30,293)**	**(24,426)**	**(30,949)**	**(31,347)**	**(24,091)**	**(24,786)**	**(505,026)**
Hours and Stats														
Productive Hours														
160002	Techs & Spec - Prod Hours	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	59,670
Total - Productive Hours		4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	59,670
Total Hours Paid		4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	4,972	59,670
FTEs														
Productive		28.1	28.1	29.0	28.1	29.0	28.1	28.1	30.0	28.1	29.0	28.1	29.0	28.6
Total FTEs		28.1	28.1	29.0	28.1	29.0	28.1	28.1	30.0	28.1	29.0	28.1	29.0	28.6
Calculations and Analysis														
Revenues and Expenses														
	Cost of Goods Sold/Service Unit	-	-	-	-	-	-	-	-	-	-	-	-	-
	Other Supplies/Service Unit	-	-	-	-	-	-	-	-	-	-	-	-	-
	General Supplies	6,809	6,666	6,873	7,052	6,542	6,947	6,430	6,727	7,140	6,903	6,481	6,903	81,474
	General Supplies/Service Unit	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Supplies	6,809	6,666	6,873	7,052	6,542	6,947	6,430	6,727	7,140	6,903	6,481	6,903	81,474
	Total Supplies/Service Unit	-	-	-	-	-	-	-	-	-	-	-	-	-
Salaries and Hours														
	Total Average Hourly Rate	24.73	24.73	24.73	24.73	24.73	24.73	24.73	24.73	24.73	24.73	24.73	24.73	24.73
	Benefits as % of Salaries and Wages	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%	36.56%

STANLEY HUPFELD ACADEMY (SHA) AT WESTERN VILLAGE
ADVISORY BOARD
MEETING DATES 2021-2022

- MONDAY, AUGUST 2, 2021
- MONDAY, OCTOBER 4, 2021
- MONDAY, DECEMBER 6, 2021
- MONDAY, FEBRUARY 7, 2022
- MONDAY, APRIL 4, 2022
- MONDAY, JUNE 6, 2022

All meetings are open to the public and are held in the SHA Schwartz Performing Arts Building from 3:45 p.m. to 5:00 p.m.

A quorum is required for action items.

For more information: Tobi.campbell@integrisok.com

JOY HOFMEISTER
STATE SUPERINTENDENT *of* PUBLIC INSTRUCTION
OKLAHOMA STATE DEPARTMENT *of* EDUCATION

April 1, 2021

Dear Superintendent Campbell:

Thank you for submitting the required FY2021 Consolidated Monitoring documents for **Hupfeld Academy Western Village** to the Oklahoma State Department of Education (OSDE). The cooperation of your staff during the Federal Programs Consolidated Monitoring process has been greatly appreciated.

We are pleased to inform you that **Hupfeld Academy Western Village** has been determined to be **Compliant** with federal requirements for the 2020-2021 school year, therefore, no further action is required. Attached you will find the signed, final copy of the LEA's Consolidated Monitoring tool with OSDE reviewer notes/comments.

If you have questions regarding monitoring requirements, please contact me at (405) 522-5035 or by email at Kimberley.murphy@sde.ok.gov.

Sincerely,

Kimberley Murphy

Program Specialist
State Department of Education
Office of Federal Programs

Campbell, Tobi L.

Subject: FW: Certified Healthy School Award Notification

From: Julie A Dearing [mailto:JulieAD@health.ok.gov]
Sent: Friday, April 09, 2021 3:35 PM
To: Ruthie Rayner
Subject: Certified Healthy School Award Notification

Dear Certified Healthy Oklahoma Awardee,

Congratulations! We are pleased to inform you that **Stanley Hupfeld Academy at Western Village** has met the criteria to become a Certified Healthy School. Certified Healthy School recognizes school sites that make a positive impact on the health of employees and patrons. Your contribution in creating a healthy environment is important to the future of Oklahoma.

As you know, there are three levels of certification: Basic, Merit and Excellence. You earned the **Excellence** certification. Please save the date for the annual Certified Healthy Oklahoma event on June 24, 2021 to be held virtually. The event features two General Sessions from 12:00 – 2:00 pm and Breakout Sessions from 2:00-4:00 pm (2:00 – 3:00 pm and 3:00 – 4:00 pm). Registration will be free. It is our hope that attendees will take the valuable information learned during this event back to your organization in order to continue improving your wellness and health initiatives. Organizations will have their certificate or award delivered to them after the event date.

Be on the lookout for registration information to be sent at a later date. Until then, thank you for applying to become a Certified Healthy participant. Your commitment to pursuing certification is a great step forward in helping *Shape Our Future*!

Sincerely,

Stephanie U'Ren

Stephanie U'Ren
Director
Center for Chronic Disease Prevention and Health Promotion
Oklahoma State Department of Health

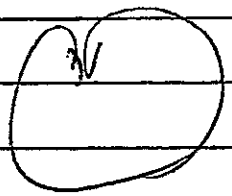
Mrs. Rayner

You are more than amazing, more than awesome, more than wonderful! This school year has been the biggest challenge of our lives! I have so much respect for you and how you handled it! You kept your staff motivated. You assessed all the many attempts at successful learning and made changes & adjustments as need. That is HUGE! Many people in leadership have a hard time admitting a method needs to be modified. However, for the sake of your staff and our Children's learning to kept tweaking until you struck GOLD! I commend you for staying the course and being dedicated to the cause. I said to my husband, "man Ms. Rayner and them Stanley Hupfeld people just

don't give up! There were times I wanted to throw in the towel and get lazy & keep the kids at home, but you and your team kept me motivated and focused on success.

Thank you is certainly not enough, but it's all I've got.

I truly truly appreciate you!



-Kamee Lah
Kaya & Brenton's Momo
#GermanAuntie :)

my heart flopped lol

Stanley Hupfeld Academy @ Western Village
2020-2021 Advisory Board
REVISED 5/21/21

NAME AND POSITION	COMPANY	ADDRESS	PHONE/FAX	BIRTH DAY	E-MAIL	VOTING MEMBERS
ADCOX, CHRISTINA Director	Director of Development Noble Research Institute	2510 Sam Noble Parkway Ardmore, OK 73401	850-7940		cladcox@noble.org	YES
CAMPBELL, TOBI Director	Director, INTEGRIS Community Benefit & Stanley Hupfeld Academy	INTEGRIS 3030 NW Expy, Ste. 1620 Oklahoma City, OK 73112	550-3762 951-8808 F	12/18	tobi.campbell@integrisok.com	YES
CASSELL, KEITH Director	Head of Upper School Heritage Hall	1800 NW 122nd Oklahoma City, OK 73120	936-3142 417-3881 C 749-3014 F		kcassell@heritagehall.com	YES
HARMON, ERIC Director		4600 NE 90th St OKC, OK 73131	810-5893 H 210-268-8628 C		P4Principles@gmail.com	YES
HATCH, MIKE Chairman	SVP, Chief Strategy Officer INTEGRIS	3366 NW Expy, Ste. 800 Oklahoma City, OK 73112 Brenda Frick - Admin. Asst.			Mike.Hatch@Integrisok.com	YES
HUPFELD, STAN Ex-Officio Director	INTEGRIS Foundation	3030 NW Expy, Ste. 1600 Oklahoma City, OK 73112 110.7470 Suzan Whaley – Admin. Asst.	951-5098		Stanley.hupfeld@integrisok.com Suzan.whaley@yahoo.com	YES
JACKSON, DAVID Director	Executive Director, OKC Secondary Schools Activities Association (OSSAA)	17013 Prestwick Circle Edmond, OK 73003 – HOME 7300 N Broadway Ext. OKC, OK 73116 – WORK	330-8195 H 973-5901 C 840-1116 W		djackson@ossaa.com mwoods@ossaa.com	YES
LAWSON, KEN Director		2901 Brush Creek Road Oklahoma City, OK 73120	441-0004		Lawson127@att.net	YES
MELDRUM, HEATHER Counselor	Stanley Hupfeld Academy	1508 NW 106th OKC, OK 73114	751-1774	10/18	Heather.Meldrum@wvacademy.com	NO
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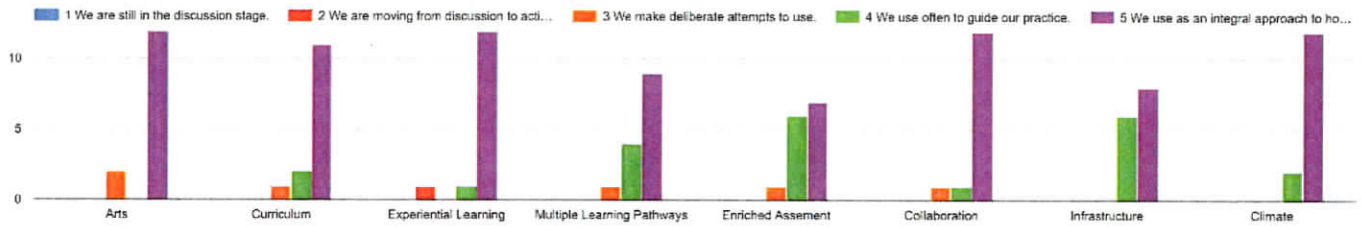
Stanley Hupfeld Academy 2020-2021 OKA+ Identity Scale

A+ Essentials and Use in School



1. In what ways are we an OKA+ School (philosophically, behaviorally, etc)?12 responses

- Academically/ Climate/ behaviorally /
- We like to think of different ways to teach kids so everyone is included. We have "built" houses at our school so the students of all grades can get to know one another and be there to encourage and support each other. It has really brought our students closer to one another. We accept one another and their differences.
- Many of our teachers use the OKA+ standards to write their lesson plans and figure out what activities they will do with their students.
- In any classroom, you see the essentials in what we do. The freedom we are given to integrate the essentials into our lessons is something that truly makes learning and teaching so much fun and fulfilling.
- Our staff and teachers work hard to identify the strengths and interests of students in an effort to develop a learning environment that is emotionally and academically enriching.
- We have a student centered approach where our decisions are driven for them and by them. We're encouraged by our leaders to make learning fun, using ways in which students will have fun and still meet their benchmarks.
- We are an OKA school because we embrace the whole child through experiential learning.
- We constantly try to keep the strategies in mind d
- We are an A+ school because we provide flexible, relevant, and interactive student centered learning. Our school thrives on meeting students where they are, especially in the face of this pandemic. Our school staff does an amazing job at making sure every student feels included by implementing the 5 C's of the 21st century learning framework such as; critical thinking, collaboration, creativity, compassion, and communication.

2. When faced with change, what approaches/strategies/processes does our school use to deal with change?14 responses

- Collaboration and planning
- We adapt

- We usually have a discussion to talk about it and then decide as a whole.
- We go back to our mission statement and make sure everything aligns with that first.
- We work together to find the best approach for all involved.
- Designated decision makers evaluate what changes need to be made across the building in order to benefit all students and teachers. That's to say, teachers are encouraged at the team level to adapt to changes as they emerge.
- Collaboration is the greatest skill that we have at SHA. Lately and with anything that's unknown leadership is always open and encourages staff to take initiative and help each other.
- We approach change by assessing what we have to adapt and how it affects all of our stakeholders.
- Research, try different strategies w students
- Our school takes into account the needs of our community versus the entire state. The administration does a great job at knowing the needs of our families and this information gets passed down to the classroom teachers. The school shares tons of community resources to our families to help provide food, uniforms, bill pay assistance, and any other type of assistance.

3. What strategies, both inside and outside the classroom, do we use at our school to help students be successful? 14 responses

- Strategic a Planning/ Review of data / Collaboration/ hands-on approach
- Collaboration, climate, multiple learning pathways
- Since COVID , We set up zoom meetings to help our students, students are welcome to come to school to get assistance at the picnic tables, and we make phone calls to students and parents to connect with them to see if they have any questions. We also are in constant contact through the class/ school dojo app.
- We collaborate vertically, with all stakeholders and with administration.
- We don't just use one type of learning and or teaching. We work with the strengths of our students and help find ways to assist with their weaknesses.
- Peaceful playground, Healthy Schools OK, technology integration, home-school connections, student-led conferences, HOUSE system, guided reading
- Our partnerships with community members and organizations, listening to parents and students voices, high expectations, making learning fun (using MLP, art, and enriched assessments).
- We use strategies that are proven and we continually research new strategies.
- We use a variety of materials and methods depending on the learner
- One of the most important strategies we use is that we all show genuine compassion for our students, families, and colleagues. The atmosphere reminds me of being with my family. The kindness and respect that we show one another rubs off on our students. One of the most memorable things the Principal told me during my interview was that if we had to spend 80% of our time letting the children know they are safe and only 20% teaching, that was perfectly fine. The children have to know we care before we can teach them anything.

4. By whom and how are decisions made in our school?14 responses

- Some Administrative/ Some staff Driven with collaboration and input
- Collaboration (depending on the decision to be made)
- Depending on the topic the principal decides or we as a staff get together to discuss the topic and decide.
- Our board, our administration and staff all help make decisions.
- Administration makes decisions with direction from the board as well.
- Typically administration, but teachers, students, and other staff are always a central part of conversations and often invited to participate. I feel that my voice matters as a teacher at our school.
- Lately when there is urgency in decision making it has usually happened by administration only. When there is more time for decisions to be made teacher input is requested or a team is gathered to lead the decision making.
- Our entire staff.
- Everyone on campus
- The decisions are made by the board of directors and our Principal.

5. By whom and how are decisions made in our classroom(s)?14 responses

- Data driven instruction by the teacher
- The teacher
- I plan with my team teacher and we decide together.
- Collaboratively with all grade level teachers and based on the students needs.
- We are given a platform to follow, but we are allowed to make decisions for how material is presented and taught.
- Mostly teachers, we have a few non-negotiables such as guided reading, but by and large our administration trusts the professionalism of teachers.
- By me and my students through voting or doing things that they like. Being aware of their background, interests, and what excites them we try to come up with things that will enjoy doing.
- The teacher and the student's needs.
- Teacher primarily; input from other teachers & admin
- Decisions in our classroom are made by the teachers and then subject to approval or denial by our Principal.

6. How do we foster teachers' personal and professional growth?14 responses

- Encourage Professional Development & Recognize Teacher's Individual Strengths
- Support, support, PD, support
- We have staff development days to learn about certain topics that are necessary. We, as a staff, support one another personally and professionally.

- With time for professional development.
- Constant feedback is given to teachers.
- Sharing PD experiences and opportunities - some school-wide training - our administration is very accommodating for teachers who want to pursue PD opportunities
- Our current counselor has been actively sending information about managing stress, balancing work and life, and other topics to help us in our personal lives. Professionally we're allowed and encouraged to take professional development that we see fit for ourselves but I think there could be improvement in this area putting more effort into school wide training in certain skills I see most of us could improve on such as guided reading, technology, and interventions.
- We foster teacher needs through offering professional development.
- Sharing strategies
- We foster personal growth by helping us keep a healthy balance between work and home. The school takes walks around our track together to promote physical health. The Principal or counselor will step in if a teacher has a difficult family or student. As far as professional growth, there are tons of professional development required in an assortment of topics. Our vertical team meetings help identify struggling students as well as gives us a chance to bring up any issues or concerns we are having in our classrooms. These meetings let us brainstorm so we can problem solve and foster healthy discussions with our Principal and team members.