

Special Meeting of The Board of Education Independent School District Number  
33, Creek County

Thursday, January 17, 2019 6:00 PM

Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge of Allegiance to the American Flag.

President Melinda Ryan called the meeting to order at 6 pm. Dru Dixon, Jr. High Principal, introduced Leadership Class students Bre Bliss and Alex Inthilath to lead the Pledge of Allegiance.

II. Formal Adoption of the Agenda

II.A. Motion, discussion, and vote on Motion to formally adopt Agenda.

To formally adopt the Agenda passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite:	Yea
Larry Hoover:	Yea
Steve McCormick:	Absent
Wayne Richards:	Yea
Melinda Ryan:	Yea
Yea: 4, Nay: 0, Absent: 1	

III. Consent Agenda

III.A. Approval of the 12.10.2018 Regular Meeting Minutes.

III.B. Approval of 2018-19 General Fund Purchase Order encumbrance numbers 659 through 713.

III.C. Approval of 2018-19 Building Fund Purchase Order encumbrance number 92.

III.D. Approval of 2018-19 Child Nutrition Fund Purchase Order encumbrance numbers 63 and 66.

III.E. Approval of 2018-19 Bond Fund (Lease Revenue) Purchase Order encumbrance number 18.

III.F. Approval of the monthly financial reports of the School Activity Funds account.

III.G. Approval of the Treasurer's Report on the status of Funds and Investments.

III.H. Approval of the Out-Of-State activity trips as per Attachment.

III.I. Approval of Fundraisers as per Attachment.

To approve Consent Agenda Items A-I passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

#### IV. Hearing from the Public

None

#### V. Information & Discussion Items

##### V.A. Recognition of Sapulpa School Board Members

Superintendent Armstrong recognized January as being Board Member Appreciation Month, presenting each board member with a certificate and thanking them for their dedication to Sapulpa Public Schools.

##### V.B. HVAC and Roofing Project Plans

Assistant Superintendent Johnny Bilby filled in for Troy Witzansky, Director of Support Services, to report a much needed update to the Washington Administration Center HVAC. Bids came in lower than expected at \$180,000. There is at least one other bid waiting to be reviewed. Other improvements needed in the District are bathrooms at the Jr. High and High School and a couple of roof top repairs.

##### V.C. Superintendent Comments (Mid-term Finance Update)

Superintendent Armstrong provided a slide presentation to show January Mid-term Review from October 1 numbers. A new allocation was given in the amount of \$13,087,984.80 which is up about \$50,000 from last year. This amount is received from our Weighted ADM. For the last three years we have been able to use the 2017 ADM of 6,228.31, this year we will have to re-evaluate for a new Weighted ADM. With current numbers and information, this number could be lower, 6,081.62 which will result is a loss of \$300,000 of State Aide money. Sapulpa Public Schools was one of three Creek County schools to see an increase at this Mid-term Review.

##### V.D. District programs and future Board presentations

No comments were made.

#### VI. Action Items

VI.A. Discussion, motion, and vote on a motion to approve/disapprove E-Rate 2019-20 Internet WAN Provider as per attachment.

To approve E-Rate 2019-20 Internet WAN Provider to Cox, as per attachment passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.B. Discussion, motion, and vote on a motion to approve/disapprove 2019-20 Core Course GPA Agreement as per attachment.

To approve 2019-20 Core Course GPA Agreement as per attachment passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.C. Discussion, motion, and vote on a motion to approve or disapprove the generous grant donations of \$233,710.00 from Edward E. and Helen Turner Bartlett Foundation made to Sapulpa Public Schools to be used in the specified department per attachment.

To approve the generous grant donations of \$233,710.00 from Edward E. and Helen Turner Bartlett Foundation made to Sapulpa Public Schools to be used in the specified department per attachment passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.D. Discussion, motion, and vote on a motion to approve or disapprove new update to Policy 312 Procurement Plan-Child Nutrition Department, second read.

To approve the new update to Policy 312 Procurement Plan-Child Nutrition Department passed with a motion by Wayne Richards and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

#### VI.E. Proposed Executive Session to discuss (1) Personnel listed as authorized by 25 O.S. Section 307(B) of the Oklahoma Open Meeting Act.

##### VI.E.1. Vote to convene in Executive Session.

To convene in Executive Session passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

##### VI.E.2. To acknowledge the Board has returned to Open Session. President Melinda Ryan acknowledged the Boards return at 7:05 pm.

##### VI.E.3. Statement of Executive Session Minutes.

The Board of Education went into Executive Session at 6:56 pm to discuss Personnel as listed, authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act. During the Executive Session, the Board discussed these items and no other items. The Board returned to Open Session at 7:05 pm.

Present in Executive Session were Sarah Havenstrite, Larry Hoover, Wayne Richards, Melinda Ryan, and Rob Armstrong.

No action was taken. This constitutes the minutes of the Executive Session.

#### VI.F. Personnel

##### VI.F.1. Vote to approve/disapprove Employing Personnel as per attachment.

To approve Employing Personnel as per attachment passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.F.2. Vote to approve/disapprove FMLA Request for the following:  
To approve FMLA Request for Trish Davis, Valerie Buck, and Robin Long passed with a motion by Wayne Richards and a second by Melinda Ryan.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.F.2.a. Trish Davis, effective January 7, 2019, thru February 5, 2019.

VI.F.2.b. Valerie Buck, effective January 22, 2019, thru March 4, 2019.

VI.F.2.c. Robin Long, effective January 7, 2019, thru April 1, 2019.

VI.F.3. Vote to approve/disapprove authorizing Caryn Bingel to receive sick leave donations from other employees as authorized by Board Policy 461.18 Sick Leave Donation.

To approve authorizing Caryn Bingel to receive sick leave donations from other employees as authorized by Board Policy 461.18 Sick Leave Donation passed with a motion by Wayne Richards and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.F.4. Vote to accept Resignations received since the last board meeting.

To accept Resignations received since the last board meeting passed with a motion by Wayne Richards and a second by Melinda Ryan.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Wayne Richards: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

## VII. Adjournment

To adjourn at 7:08 pm passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite:	Yea
Larry Hoover:	Yea
Steve McCormick:	Absent
Wayne Richards:	Yea
Melinda Ryan:	Yea
Yea: 4, Nay: 0, Absent: 1	