

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

Monday, February 22, 2021 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

The meeting was called to order by Board President Melinda Ryan. Assistant Superintendent Johnny Bilby 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, pulling item VI.C to right after Consent Agenda. passed with a motion by Steve McCormick and a second by Wayne Richards.

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

III. Consent Agenda

III.A. Approval of the 1.11.2021 Regular Meeting Minutes.

III.B. Approval of 2020-21 General Fund Purchase Order Encumbrance numbers 547 through 639.

III.C. Approval of 2020-21 Building Fund Purchase Order Encumbrance numbers 131 through 137.

III.D. Re-Approval of 2020-21 Building Fund Purchase Order number 118, the actual repair cost was more than the originally approved amount.

III.E. Approval of 2020-21 Child Nutrition Fund Purchase Order Encumbrance numbers 57 through 60.

III.F. Approval of 2020-21 Bond Fund 33 Purchase Order Encumbrance numbers 26 and 27.

III.G. Approval of 2020-21 Bond Fund 36 Purchase Order Encumbrance numbers 9 through 12.

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

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

III.J. Accept and approve the employee assignments for Mr. Johnny Bilby and Dr. Kim Castaldi as the Title IX Co-Coordinators for Sapulpa Public Schools.

III.K. Accept and approve the employee assignment for Mrs. Katherine Stufflebeam as the ADA (Americans with Disabilities Act) and 504 (Rehabilitation Act) Coordinator.

III.L. Approval of the 2020-21 Audit Contract and Engagement Letter with Bledsoe, Hewett & Gullekson.

III.M. Approval of renewal for 2021-22 SchoolMessenger Services.

III.N. Approval of a generous donation of \$5,000 from TTCU for General Fund expenses.

III.O. Approval of a generous \$10,000 anonymous donation for student expense assistance through the Activity Account.

III.P. Approval of Fundraisers.

To approve Consent Agenda items A-P passed with a motion by Steve McCormick and a second by Wayne Richards.

Sarah Havenstrite: Yea

Larry Hoover: Absent

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

IV. Hearing from the Public

None

V. Information and Discussion Items

V.A. Student Records Policy, as a first read.

Update needed as some items in this policy is no longer valid. See attachment for suggested changes. The policy will appear on the agenda for approval/disapproval at the next BOE meeting.

V.B. Superintendent Comments

Superintendent Armstrong started off his comments with a list of activities that will make this week a busy one. Coming up this week is Site Teacher of the Year announcements, Bond Presentations at the sites, and COVID 19 Vaccinations to begin for teachers and staff. As of right now, there are zero cases reported for both Sapulpa Students and Staff. COVID numbers are

trickling down across Creek County moving the county from Red to Orange 2 on the weekly COVID-19 alert map.

Mr. Armstrong shared his time with Joyce Bruner, a former Board Member, to share some exciting news about a new program that she and others have started. Mrs. Bruner opened her comments with a little Black History to go with February's Black History Month. She was the first Black Member of Sapulpa's School Board. Her father was the first black basketball player to play for Sapulpa while schools were still segregated. Her son, Coach Ricky Bruner, was the first black basketball player to score points in the Chieftain Center. Her family's love for Sapulpa, its youth, and basketball are what brought about her tutoring and mentoring program. Mrs. Bruner believes it takes a village to raise and shape our young people. Through this program, students receive a hot meal, one on one tutoring, and a guest speaker to motivate them to live their best lives. There has been no out-of-pocket expense as individuals have volunteered their time and money to help grow this program. Mrs. Bruner credits God, for where you do his will, he will provide. The program has been very successful. Mrs. Bruner gave thanks to the many that have helped to make this program possible.

V.C. Discussion on the status and delivery of OSDE and ODEMHS Plan to distribute KN95 Mask for Oklahoma School Personnel.

Assistant Superintendent Johnny Bilby reached out to get the delivery date and no information was available. The Rep is checking on information and will get back to Mr. Bilby.

VI. Action Items

VI.A. Discussion, motion, and vote on a motion to approve/disapprove the District (School Year) Calendar 2021-22.

To approve the District (School Year) Calendar 2021-22 passed with a motion by Steve McCormick and a second by Wayne Richards.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Wayne Richards: Yea
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.B. Discussion, motion, and vote on a motion to approve/disapprove renewal of E-Rate 2021-22 Internet WAN Provider as per attachment.

To approve the renewal of E-Rate 2021-22 Internet WAN Provider as per attachment with the exception that the contract is modified to reflect the

correct dates of July 1, 2021, to June 30, 2022 passed with a motion by Melinda Ryan and a second by Steve McCormick.

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

VI.C. Discussion, motion, and vote on a motion to approve/disapprove the 2019-20 fiscal year audit, presented by Bledsoe, Hewett & Gullekson Certified Public Accountants, PLLLP.

To approve the 2019-20 fiscal year audit, presented by Bledsoe, Hewett & Gullekson Certified Public Accountants, PLLLP passed with a motion by Steve McCormick and a second by Wayne Richards.

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

VI.D. Discussion, motion, and vote on a motion to approve/disapprove awarding bid for the Chieftain Center Roof.

To approve awarding bid to USA Roof Coatings for the amount of \$83,978 for the Chieftain Center Roof passed with a motion by Steve McCormick and a second by Wayne Richards.

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

VI.E. Discussion, motion, and possible vote to approve/disapprove any additional personnel protective equipment.

No action

VI.F. Proposed Executive Session to discuss Personnel listed and conduct ongoing evaluation of the Superintendent as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.

VI.F.1. Vote to convene in Executive Session.

To convene in Executive Session at 7:14 pm passed with a motion by Melinda Ryan and a second by Steve McCormick.

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

VI.F.2. To acknowledge the Board has returned to Open Session.

President Melinda Ryan acknowledged the Board's return at 7:42 pm.

VI.F.3. Statement of Executive Session Minutes.

The Board went into Executive Session at 7:14 pm to discuss Personnel as listed and to conduct ongoing evaluation of the Superintendent, as 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 7:42 pm. Present in Executive Session were Rob Armstrong, Sarah Havenstrite Steve McCormick, Wayne Richards, and Melinda Ryan. No action was taken. This constitutes the minutes of the Executive Session.

VI.G. Personnel

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

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

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

VI.G.2. Vote to approve/disapprove FMLA for Sandy Pressler, effective February 02, 2021, through March 12, 2021.

To approve FMLA for Sandy Pressler, effective February 02, 2021, through March 12, 2021 passed with a motion by Steve McCormick and a second by Wayne Richards.

Sarah Havenstrite: Yea
Larry Hoover: Absent
Steve McCormick: Yea
Wayne Richards: Yea

Melinda Ryan: Yea
Yea: 4, Nay: 0, Absent: 1

VI.G.3. Vote to approve/disapprove FMLA for Carmesha Williamson, effective January 20, 2021, through March 17, 2021.

To approve FMLA for Carmesha Williamson, effective January 20, 2021, through March 17, 2021 passed with a motion by Steve McCormick and a second by Wayne Richards.

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

VI.G.4. Vote to approve/disapprove FMLA for Christine Nagle, effective March 26, 2021, through June 18, 2021.

To approve FMLA for Christine Nagle, effective March 26, 2021, through June 18, 2021 passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

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

VI.G.5. Vote to approve/disapprove authorizing Carmesha Williamson to receive sick leave donations from other employees as authorized by Board Policy 736.2 Sick Leave Donation.

To approve authorizing Carmesha Williamson to receive sick leave donations from other employees as authorized by Board Policy 736.2 Sick Leave Donation passed with a motion by Steve McCormick and a second by Wayne Richards.

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

VI.G.6. Vote to accept Resignations received since the last board meeting.

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

Sarah Havenstrite: Yea

Larry Hoover: Absent

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.7. Vote to approve/disapprove the offer of employment to an individual to serve as the Head High School Football Coach, with such employment subject to mutually acceptable and fully executed written contract of employment.

To approve the offer of employment to Tim Holt, Jr., to serve as the Head High School Football Coach, with such employment subject to mutually acceptable and fully executed written contract of employment passed with a motion by Steve McCormick and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Absent

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VII. Adjournment

To adjourn at 7:47 pm passed with a motion by Wayne Richards and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Absent

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1