

2012 Board of Education Monthly Special Meeting  
Monday, June 18, 2012 2012 Board of Education Monthly Special Meeting  
Administrative Center 109 N. Armstrong Bixby, OK 74008  
109 N Armstrong St  
Bixby, OK 74008

1. Call Meeting to Order/Roll Call

**2. Superintendent's Reports**

2.1. Facilities Update

2.2. Review of CLEP

2.3. Monthly Budget Report

2.4. Child Nutrition Report

**3. Comments from the Floor**

3.1. Speakers must identify themselves.

3.2. Each Speaker is given a maximum of three (3) minutes.

3.3. In order to avoid repetitious information, a single spokesperson will be selected by groups desiring to address the board.

3.4. Total time allocated to this item is thirty (30) minutes.

3.5. Speakers may offer objective comments of school operations and programs that concern them. The Board shall not hear personal complaints unless the proper administrative procedures concerning complaints have been followed.

3.6. Speakers may not use profanity at a School Board meeting. Patrons conducting themselves in this manner may be asked to leave the meeting.

3.7. The president reserves the right to interrupt this section and move to the next item.

3.8. In accordance with provisions of the Oklahoma Open Meeting Act, discussion or action by the Board on an item presented under the "Comments from the Public" agenda topic is not permitted. Board members and administrative staff will not respond to questions from the public. The Board appreciates and

**4. General Consent Agenda - Discussion, consideration and vote to approve or not to approve Items A-QQ. (These items may be approved by one Board motion, unless any board member desires to have a separate vote on any or all of these items.)**

Approval of General Consent Agenda Items A-QQ as stated Passed with a motion by Helen Bolton and a second by Mike Anthony.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

4.1. Minutes of May 14, 2012 Regularly Scheduled Board Meeting

4.2. Treasurer's Report on Investments of Funds

4.3. Activity Fund Summary of Accounts and Transfer Requests

4.4. Encumbrances and Change Orders - FY 2012 General Fund #1-1660; Co-Op #1-44; Building Fund #1-54; Child Nutrition #1-246; Bond 31 #2-3; Bond 32 #1; Bond 33 #1; Bond 34 #1-3; Bond/Lease #2012-ADM-003, BOND10-042 thru 044

4.5. Renewal of school contracts with Ruth Kelly, Jostens, Blunck and Life Touch for the 2012-2013 Pictures and Yearbooks.

4.6. Renewal of Copier contract with Preferred Business Systems, LLC.

4.7. Renewal of Drug Screening contract with DATL for the 2012-2013 fiscal year.

4.8. Renewal of appointment of Sherry McIntyre as School District Treasurer for the 2012-2013 fiscal year.

4.9. Renewal of appointment of Sherry McIntyre as Minutes Clerk for the 2012-2013 fiscal year.

4.10. Renewal of appointment of Melinda Weig as Assistant District Treasurer and Activity Fund Custodian for the 2012-2013 fiscal year.

4.11. Renewal of appointment of Karen Miller as Encumbrance Clerk for the 2012-2013 fiscal year.

4.12. Renewal of appointment of Maricela Hanseth as Deputy Encumbrance Clerk for the 2012-2013 fiscal year.

4.13. Appointment of Sue Matlock as Deputy Activity Fund Custodian for the 2012-2013 fiscal year.

4.14. Renewal of appointment of Terry Sorrells as Deputy Minutes Clerk for the 2012-2013 fiscal year.

4.15. Bixby High School Faculty Handbook for the 2012-2013 fiscal year.

- 4.16. Bixby Middle School Faculty Handbook for the 2012-2013 fiscal year.
- 4.17. Bixby Learning Center Faculty Handbook for the 2012-2013 fiscal year.
- 4.18. Central Intermediate Faculty Handbook for the 2012-2013 fiscal year.
- 4.19. North Intermediate Faculty Handbook for the 2012-2013 fiscal year.
- 4.20. Central Elementary Faculty Handbook for the 2012-2013 fiscal year.
- 4.21. North Elementary Faculty Handbook for the 2012-2013 fiscal year.
- 4.22. Bixby High School Student Handbook for the 2012-2013 fiscal year.
- 4.23. Bixby Middle School Student Handbook for the 2012-2013 fiscal year.
- 4.24. Bixby Learning Center Student Handbook for the 2012-2013 fiscal year.
- 4.25. Central Intermediate Student Handbook for the 2012-2013 fiscal year.
- 4.26. North Intermediate Student Handbook for the 2012-2013 fiscal year.
- 4.27. Central Elementary Student Handbook for the 2012-2013 fiscal year.
- 4.28. North Elementary Student Handbook for the 2012-2013 fiscal year.
- 4.29. BPS Activity Fund Handbook for the 2012-2013 fiscal year.
- 4.30. BPS Coaches Handbook for the 2012-2013 fiscal year.
- 4.31. Child Nutrition Staff Handbook for the 2012-2013 fiscal year.
- 4.32. BPS Support Personnel Handbook for the 2012-2013 fiscal year.
- 4.33. BPS Transportation Department Bus Drivers Handbook for the 2012-2013 fiscal year.
- 4.34. BPS Transportation Department Bus Riders Handbook for the 2012-2013 fiscal year.
- 4.35. BPS Fine Arts Director Handbook for the 2012-2013 fiscal year.
- 4.36. BPS Vocal Music Department Handbook for the 2012-2013 fiscal year.
- 4.37. BMS Vocal Music Department Handbook for the 2012-2013 fiscal year.
- 4.38. BHS Band Handbook for the 2012-2013 fiscal year.
- 4.39. BMS Band Handbook for the 2012-2013 fiscal year.
- 4.40. BHS Drama Handbook for the 2012-2013 fiscal year.

4.41. Assignment of Head Coaches for the 2012-2013 fiscal year.

4.42. Employment, Resignation, Retirement - Certified Personnel - Per attached

4.43. Employment, Resignation, Retirement - Support Personnel - Per attached

## 5. Superintendent's Services

5.1. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for the Brassfield Demolition Project.

Approval of rejecting the bids for the Brassfield Demolition Project and rebid at a later time Passed with a motion by Lisa Kramer and a second by Bryan Wiesman.

Mike Anthony: Yea

Helen Bolton: Yea

Lisa Kramer: Yea

Wendell Nolan: Absent

Bryan Wiesman: Yea

Yea: 4, Nay: 0, Absent: 1

5.2. Review of Oklahoma State Department of Education's Oklahoma School Climate Survey results for parents and students. Discussion only. No action required by the Board of Education.

5.3. Discussion, consideration and vote to approve or not to approve an agreement with Central States Orthopedic Specialists, Inc. for Signage and Marketing Rights for the 2012-2013 fiscal year.

Approval of an agreement with Central States Orthopedic specialists, Inc. for Signage and Marketing Rights for the 2012-2013 fiscal year Passed with a motion by Bryan Wiesman and a second by Helen Bolton.

Mike Anthony: Yea

Helen Bolton: Yea

Lisa Kramer: Yea

Wendell Nolan: Absent

Bryan Wiesman: Yea

Yea: 4, Nay: 0, Absent: 1

5.4. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for custodial services for the 2012-2013 fiscal year.

Approval of Entrust One as the lowest responsible bidder for custodial services for the 2012-2013 fiscal year. Passed with a motion by Bryan Wiesman and a second by Lisa Kramer.

Mike Anthony: Yea

Helen Bolton: Yea

Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.5. Discussion, consideration and vote to approve or not to approve the Comprehensive Local Education Plan (CLEP) for the 2011-2012 fiscal year.

Approval of the Comprehensive Local Education Plan (CLEP) for the 2011-2012 fiscal year. Passed with a motion by Lisa Kramer and a second by Helen Bolton.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.6. Discussion, consideration and vote to approve or not to approve the Activity Fundraisers for the 2012-2013 fiscal year.

Approval of the Activity Fundraisers for the 2012-2013 fiscal year. Passed with a motion by Mike Anthony and a second by Bryan Wiesman.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.7. Discussion, consideration and vote to approve or not to approve a Memorandum of Understanding (MOU) between Bixby Public Schools and Tulsa Technology Center for the 2012-2013 fiscal year.

Approval of the Memorandum of Understanding (MOU) with Tulsa Technology Center for the 2012-2013 fiscal year. Passed with a motion by Mike Anthony and a second by Lisa Kramer.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.8. Discussion, consideration and vote to approve or not to approve Workers' Compensation Insurance with the Oklahoma School Assurance Group (OSAG) for the 2012-2013 fiscal year.

Approval of Oklahoma School Assurance Group (OSAG) as the Workers' Compensation Insurance provider for the 2012-2013 fiscal year at a cost of \$136,480. Passed with a motion by Lisa Kramer and a second by Bryan Wiesman.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.9. Discussion, consideration and vote to approve or not to approve General Liability, Education Leaders Liability, Property and Casualty Insurance with the Oklahoma School Insurance Group (OSIG) for the 2012-2013 fiscal year.

Approval of Oklahoma School Insurance Group (OSIG) as the General Liability, Education Leaders Liability, Property and Casualty Insurance providers for the 2012-2013 fiscal year. Passed with a motion by Bryan Wiesman and a second by Helen Bolton.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.10. Discussion, consideration and vote to approve or not to approve a contract with Netchemia for the 2012-2013 fiscal year.

Approval of a contract with Netchemia for software services for the 2012-2013 fiscal year. Passed with a motion by Lisa Kramer and a second by Mike Anthony.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.11. Discussion, consideration and vote to approve or not to approve Unum Group Life AD & D as the new provider of life insurance and accidental death and dismemberment insurance for Bixby Public Schools Employees.

Approval of Unum Group Life AD & D as the new provider of life insurance and accidental death and dismemberment insurance for the 2012-2013 fiscal year. Passed with a motion by Mike Anthony and a second by Bryan Wiesman.

Mike Anthony: Yea  
Helen Bolton: Yea

Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.12. Discussion, consideration and vote to approve or not to approve a contract with Tulsa Technology for eSchool Network for the 2012-2013 fiscal year.

Approval of a contract for E2020 services with Tulsa Technology at a cost of \$15,216.00 for the 2012-2013 fiscal year Passed with a motion by Bryan Wiesman and a second by Helen Bolton.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.13. Discussion, consideration and vote to approve or not to approve an Interlocal Participation Agreement with BuyBoard for the 2012-2013 fiscal year.

Approval of an Interlocal Participation Agreement with BuyBoard for the 2012-2013 fiscal year Passed with a motion by Lisa Kramer and a second by Mike Anthony.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.14. Discussion, consideration and vote to approve or not to approve an agreement with Junior Achievement of Oklahoma, Inc. for the 2012-2013 fiscal year.

Approval of an agreement with Junior Achievement of Oklahoma, Inc. for the 2012-2013 fiscal year Passed with a motion by Mike Anthony and a second by Helen Bolton.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.15. Discussion, consideration and vote to approve or not to approve a contract with the City of Bixby for School Resource Officers for the 2012-2013 fiscal year.

Approval of a contract with the City of Bixby for School Resource Officers at a cost of \$76,443.50 for the 2012-2013 fiscal year Passed with a motion by Lisa Kramer and a second by Bryan Wiesman.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.16. Discussion, consideration and vote to approve or not to approve a contract with Sarah Holland for ECCO services for the 2012-2013 fiscal year.

Approval of a contract with Sarah Holland for ECCO services for the 2012-2013 fiscal year Passed with a motion by Bryan Wiesman and a second by Helen Bolton.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.17. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for bread products for the school cafeterias for the 2012-2013 fiscal year.

Approval of Hostess Brand Baking as the lowest responsible bidder for bread products for the school cafeterias for the 2012-2013 fiscal year Passed with a motion by Lisa Kramer and a second by Mike Anthony.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.18. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for milk products for the school cafeterias for the 2012-2013 fiscal year.

Approval of Hiland Dairy as the lowest responsible bidder for milk products for the school cafeterias for the 2012-2013 fiscal year Passed with a motion by Mike Anthony and a second by Lisa Kramer.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent

Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.19. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for pizzas for the school cafeterias for the 2012-2013 fiscal year.

Approval of Mazzios Pizza as the lowest responsible bidder for pizzas for the school cafeterias for the 2012-2013 fiscal year Passed with a motion by Mike Anthony and a second by Bryan Wiesman.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.20. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for pest control services for the school cafeterias for the 2012-2013 fiscal year.

Approval of Orkin Pest Control as the lowest responsible bidder for pest control services for the school cafeterias for the 2012-2013 fiscal year Passed with a motion by Lisa Kramer and a second by Bryan Wiesman.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.21. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for Prime Vendor for the school cafeterias for the 2012-2013 fiscal year.

Approval of U S Foods as the lowest responsible bidder for Prime Vendor for the school cafeterias for the 2012-2013 fiscal year Passed with a motion by Bryan Wiesman and a second by Helen Bolton.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.22. Discussion, consideration and vote to approve or not to approve an additional \$.05 increase to Child Nutrition Lunch prices.

Approval of an additional \$.05 increase in Child Nutrition Lunch prices Passed with a motion by Lisa Kramer and a second by Bryan Wiesman.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.23. Discussion, consideration and vote to approve or not to approve a new Policy: C.50 Electronic Signature/Data Access Policy.

Approval of the new Policy: C.50 Electronic Signature/Data Access Policy Passed with a motion by Bryan Wiesman and a second by Lisa Kramer.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

5.24. Discussion, consideration and vote to approve or not to approve the surplus of items listed per Oklahoma Statutes.

Approval of declaring the listed items as surplus to be disposed of per Oklahoma Statutes Passed with a motion by Mike Anthony and a second by Helen Bolton.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

## **6. Executive Session**

6.1. Discussion, consideration and vote to go or not to go into executive session to discuss the collective bargaining unit negotiations proceedings with regard to Bixby Education Association (25 O.S. Sec. 307 (B)(2)); and the Employment of a High School Principal 25 O.S. Sec. 307 (B)(1)).

6.2. Vote to acknowledge return to open session.

8:45 Passed with a motion by Bryan Wiesman and a second by Mike Anthony.

Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea

Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

6.3. Statement by Board President of executive session minutes.

## 7. Superintendent's Services (Part Two)

7.1. Discussion, consideration and vote to approve or not to approve the appointment of a Principal for Bixby High School for the 2012-2013 fiscal year.

Terry Adams Passed with a motion by Mike Anthony and a second by Bryan Wiesman.  
Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

8. Vote to adjourn

8:45 Passed with a motion by Helen Bolton and a second by Lisa Kramer.  
Mike Anthony: Yea  
Helen Bolton: Yea  
Lisa Kramer: Yea  
Wendell Nolan: Absent  
Bryan Wiesman: Yea  
Yea: 4, Nay: 0, Absent: 1

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President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Clerk

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Member

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Member