

Bixby Board of Education Regular Meeting  
Thursday, November 9, 2017 Bixby Board of Education Regular 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. District Around Campus - District Students and Staff activity update

2.3. Monthly Budget 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 will seriously consider all comments made during this time. Proper questions from members of the public may be referred to the Superintendent for later report to the Board.

**4. General Consent Agenda - Discussion, consideration and vote to approve or not to approve Items A-J. (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-J as presented Passed with a motion by Ron Schnare and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

4.1. Minutes of October 12, 2017 Regularly Scheduled Board Meeting

4.2. Activity Fund Summary of Accounts and Transfer Requests

4.3. Encumbrances and Change Orders - FY 2018 General Fund #1-1329; Building Fund #1-66; Child Nutrition #1-126; Bond 34 #1; Bond 36 #1-22; Bond 38 #1-3 and Sinking #1 and Bond/Lease 2018-08-9 thru 2018-08-14

4.4. MJROTC request to participate in the Branson High School Air Force JROTC Drill Competition in Branson, MO on November 18, 2017

4.5. Bixby Middle School Cheer request to attend NCA Nationals in Dallas, Texas on January 26-27, 2018

4.6. Medical Leave - North Intermediate - Support - 11/20/2017 to 1/2/2018

4.7. FMLA - Central Intermediate - Certified - 1/29/2018 to 4/30/2018

4.8. Medical Leave - Northeast Elementary/Intermediate - Support - 10/30/2017 to 1/3/2018

4.9. Employment, Resignation, Retirement - Certified Personnel - per attached

4.10. Employment, Resignation, Retirement - Support Personnel - per attached

## **5. Superintendent's Services**

5.1. Discussion, consideration and vote to approve or not to approve a monetary donation from the Bixby Optimist Club.

Approval of a monetary donation from the Bixby Optimist Club in the amount of \$  
Passed with a motion by Amanda Stephens and a second by Julie Prox.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.2. Discussion, consideration and vote to approve or not to approve a monetary donation from the Miss Bixby Scholarship Pageant program.

Approval of a monetary donation from the Miss Bixby Scholarship Pageant program in the amount of \$ Passed with a motion by Ron Schnare and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.3. Presentation by District Financial Adviser, Stephen L. Smith Inc., concerning a potential \$55 million lease program. Information only. No action required by the Board of Education.

5.4. Discussion, consideration, and vote to approve or not to approve directing the superintendent to work with Stephen L. Smith, the District's financial advisor, to put together a ground lease and/or lease revenue package for capital improvement projects in the District and consideration by the Board of Education at a Board of Education meeting in the future.

Approval of directing the superintendent to work with Stephen L. Smith, the District's financial advisor, to put together a ground lease and/or lease revenue package for capital improvement projects in the District and consideration by the Board of Education at a Board of Education meeting in the future Passed with a motion by Ron Schnare and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.5. Discussion, consideration and vote to approve or not to approve Flintco Change Order #025 for the 9th Grade Phase 2 project at a cost of \$1,609.00.

Approval of Flintco Change Order #025 for the 9th Grade Phase 2 project at a cost of \$1,609.00 Passed with a motion by Lisa Kramer and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.6. Discussion, consideration and vote to approve or not to approve Flintco Change Order #026 for the 9th Grade Center Phase II project in the amount of \$5,500.00 to be taken from the allowance with no change in GMP.

Approval of Flintco Change Order #026 for the 9th Grade Center Phase II project in the amount of \$5,500.00 to be taken from the allowance with no change in GMP Passed with a motion by Ron Schnare and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.7. Discussion, consideration and vote to approve or not to approve Flintco Change Order #027 for the 9th Grade Phase 2 project at a cost of (\$617.00).

Approval of Flintco Change Order #027 for the 9th Grade Phase 2 project at a cost of (\$617.00) Passed with a motion by Lisa Owens and a second by Julie Prox.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.8. Discussion, consideration and vote to approve or not to approve Flintco Change Order #029 for the 9th Grade Center Phase II project in the amount of \$5,463.00 to be taken from the allowance with no change in GMP.

Approval of Flintco Change Order #029 for the 9th Grade Center Phase II project in the amount of \$5,463.00 to be taken from the allowance with no change in GMP Passed with a motion by Julie Prox and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.9. Discussion, consideration and vote to approve or not to approve Flintco Change Order #033 for the Bixby Band project at a cost of \$661.00.

Approval of Flintco Change Order #033 for the Bixby Band project at a cost of \$661.00 Passed with a motion by Ron Schnare and a second by Lisa Owens.

Lisa Kramer: Yea

Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.10. Discussion, consideration and vote to approve or not to approve Flintco Change Order #035 for the Band project in the amount of \$1,919.00 to be taken from the allowance with no change in GMP.

Approval of Flintco Change Order #035 for the Band project in the amount of \$1,919.00 to be taken from the allowance with no change in GMP Passed with a motion by Ron Schnare and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.11. Discussion, consideration and vote to approve or not to approve Flintco Change Order #034 for the Band project in the amount of \$1,119.00 to be taken from the allowance with no change in GMP.

Approval of Flintco Change Order #034 for the Band project in the amount of \$1,119.00 to be taken from the allowance with no change in GMP Passed with a motion by Lisa Kramer and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.12. Discussion, consideration and vote to approve or not to approve Flintco Change Order #031 for the Band project in the amount of \$1,346.00 to be taken from the allowance with no change in GMP.

Approval of Flintco Change Order #031 for the Band project in the amount of \$1,346.00 to be taken from the allowance with no change in GMP Passed with a motion by Lisa Kramer and a second by Julie Prox.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea

Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.13. Discussion, consideration and vote to approve or not to approve Supplemental Schedule No. 4 to the Master Agreement with Crafton, Tull & Associates dated December 9, 2013.

Approval of Supplemental Schedule No. 4 to the Master Agreement with Crafton, Tull & Associates dated December 9, 2013 Passed with a motion by Ron Schnare and a second by Julie Prox.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.14. Discussion, consideration and vote to approve or not to approve Supplemental Schedule No. 2 to the Master Agreement with KKT Architects, Inc. dated May 5, 2016.

5.15. Discussion, consideration and vote to approve or not to approve an addendum to the AIA Standard Form of Agreement with GH2 Architects, LLC.

Approval of an addendum to the AIA Standard Form of Agreement with GH2 Architects, LLC Passed with a motion by Ron Schnare and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.16. Discussion, consideration and vote to approve or not to approve an AIA Standard Form of Agreement with Atlas Construction Group, LLC for the construction of the 7th Grade Center.

Approval of an AIA Standard Form of Agreement with Atlas Construction Group, LLC for the construction of the 7th Grade Center Passed with a motion by Ron Schnare and a second by Julie Prox.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.17. Discussion, consideration and vote to approve or not to approve an AIA Standard Form of Agreement with CWS Willowbrook for the construction of the West Campus.

Approval of an AIA Standard Form of Agreement with CWS Willowbrook for the construction of the West Campus Passed with a motion by Ron Schnare and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.18. Discussion, consideration and vote to approve or not to approve the lowest responsible bidders for the Track Complex project.

Approval of \_\_\_\_\_ as the lowest responsible bidders for the Track Complex project at a cost of \$ Passed with a motion by Lisa Kramer and a second by Ron Schnare.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.19. Discussion, consideration and vote to approve or not to approve the Guarantee Maximum price for construction of the Track Complex with Brewer Construction.

Approval of the Guarantee Maximum price for construction of the Track Complex with Brewer Construction Passed with a motion by Ron Schnare and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.20. Discussion, consideration and vote to approve or not to approve the Bixby Public Schools Board of Education Notice of Schedule of Regular Meetings for the calendar year 2018.

Approval of the Bixby Public Schools Board of Education Notice of Schedule of Regular Meetings for the calendar year 2018 as presented Passed with a motion by Amanda Stephens and a second by Julie Prox.

Lisa Kramer: Yea

Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.21. Discussion, consideration and vote to approve or not to approve a one time stipend for Certified, Support and Administrative Staff.

Approval of a one time stipend for Certified, Support and Administrative Staff as presented Passed with a motion by Ron Schnare and a second by Lisa Kramer.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.22. Discussion, consideration and vote to approve or not to approve a Professional Services Agreement with Instructure for the 2017-2018 fiscal year.

Approval of a Professional Services Agreement with Instructure for the 2017-2018 fiscal year at a cost of \$ Passed with a motion by Lisa Kramer and a second by Ron Schnare.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.23. Discussion of Progress Reports Administrative Procedure for Elementary and Secondary Schools. Discussion only. No action required by the Board of Education.

5.24. Discussion, consideration and vote to approve or not to approve a Memorandum of Understanding with Oklahoma State University for student field or clinical experience.

Approval of a Memorandum of Understanding with Oklahoma State University for student field or clinical experience Passed with a motion by Ron Schnare and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.25. Review of Bixby Public Schools 2016-2017 Drop Out Report. Information only. No action required by the Board of Education.

5.26. Review of Site Test Scores. Discussion only. No action required by the Board of Education.

5.27. Review of Board of Education and Administration Goals for the 2017-2018 fiscal year. Discussion only. No action required by the Board of Education.

5.28. Discussion, consideration and vote to approve or not to approve the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent will cause the production and distribution of a quarterly district-wide update newsletter to the parents and patrons of Bixby Public Schools.

Approval of the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent will cause the production and distribution of a quarterly district-wide update newsletter to the parents and patrons of Bixby Public Schools Passed with a motion by Ron Schnare and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.29. Discussion, consideration and vote to approve or not to approve the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent will manage the finances of the District to cause a general fund year-end balance in June of no less than 8%.

Approval of the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent will manage the finances of the District to cause a general fund year-end balance in June of no less than 8% Passed with a motion by Ron Schnare and a second by Lisa Kramer.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.30. Discussion, consideration and vote to approve or not to approve the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent will work with district staff, teachers, and students in a manner resulting in the District's schools receiving no less than three "A's" and the remainder of the

District's schools receiving no less than a "B" on the state's A-F school grade system.

Approval of the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent will work with district staff, teachers, and students in a manner resulting in the District's schools receiving no less than three "A's" and the remainder of the District's schools receiving no less than a "B" on the state's A-F school grade system Passed with a motion by Lisa Kramer and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.31. Discussion, consideration and vote to approve or not to approve the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent shall develop and implement a new Drug Education and Testing policy for the District.

Approval of the successful completion of the following Management by Objective (MBO) by the superintendent: The Superintendent shall develop and implement a new Drug Education and Testing policy for the District Passed with a motion by Julie Prox and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.32. Discussion, consideration and vote to approve or not to approve revised Policy 1126 Elementary and Intermediate School Attendance Zones.

Approval of revised Policy 1126 Elementary and Intermediate School Attendance Zones Passed with a motion by Ron Schnare and a second by Lisa Kramer.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.33. Discussion, consideration and vote to approve or not to approve a Brassfield Learning Center Hospitality Activity Account.

Approval of a Brassfield Learning Center Hospitality Activity Account Passed with a motion by Lisa Kramer and a second by Julie Prox.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

5.34. Discussion, consideration and vote to approve or not to approve the revised 2018-2019 Bixby Public Schools Calendar.

Approval of the revised 2018-2019 Bixby Public Schools Calendar Passed with a motion by Ron Schnare and a second by Amanda Stephens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

6. New Business

7. Vote to adjourn

At p.m. approval of a motion to adjourn Passed with a motion by Lisa Kramer and a second by Lisa Owens.

Lisa Kramer: Yea  
Lisa Owens: Yea  
Julie Prox: Yea  
Ron Schnare: Yea  
Amanda Stephens: Yea  
Yea: 5, Nay: 0

\_\_\_\_\_  
President

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Vice President

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Clerk

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Member

Member

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