

Bixby Board of Education Regular Meeting  
Thursday, February 11, 2021 Bixby Board of Education Regular Meeting  
Administrative Center 109 N. Armstrong Bixby, OK 74008  
109 N Armstrong St  
Bixby, OK 74008

Attendance Taken at 6:00 PM.

Justin Cheatham: Present

Matt Dotson: Present

Tristy Fryer: Present

Julie Prox: Present

Amanda Stephens: Present

Present: 5.

**1. Call Meeting to Order/Roll Call**

**2. Reports to The Board**

**2.1. Special Recognition - This item was moved to the end of the meeting**

**2.2. COVID-19 Update** - Update and discussion among Board members, Superintendent, and District Staff regarding COVID-19, to include current state and local data and information along with possible implications on school safety, operations, and learning during the pandemic.

**2.3. Superintendent's Report** - Rob Miller

**2.4. Facilities and Operations Update** - Gabe Hayes

**2.5. Monthly Budget Report** - Mike Anthony

**3. Comments from the Public**

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 #4.1-4.7. (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 Items 4.1-4.7 as presented Passed with a motion by Amanda Stephens and a second by Matt Dotson.

Justin  
Cheatham: Yea

Matt  
Dotson: Yea

Tristy  
Fryer: Yea

Julie Prox: Yea

Amanda  
Stephens: Yea

Yea: 5, Nay: 0

4.1. Minutes of January 14, 2021 Regularly Scheduled Board Meeting

4.2. Activity Fund Summary of Accounts and Transfer Requests

4.3. Encumbrances and Change Orders for FY 2021 General Fund, Building Fund, Child Nutrition Fund, Sinking Fund, and Bond Funds 31-39 per attached encumbrance registers

4.4. Approval of the contract with Municipal Accounting Systems Inc at a cost of \$20,400 for the 2021-2022 fiscal year

4.5. Approval of a modified contract with A New Leaf for student transition services for the remainder of the 2020-2021 fiscal year

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

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

5. **Finance**

5.1. Discussion, consideration and vote to approve or not to approve a contract with Jenkins & Kemper CPA for the 2020-2021 fiscal year audit and 2021-2022 fiscal year.

Approval of a contract with Jenkins & Kemper CPA for the 2020-2021 fiscal year audit and 2021-2022 fiscal year Passed with a motion by Julie Prox and a second by Amanda Stephens.

Justin  
Cheatha Yea  
m:

Matt  
Dotson: Yea

Tristy  
Fryer: Yea

Julie  
Prox: Yea

Amand  
a  
Stephen Yea  
s:

Yea: 5, Nay: 0

6. **Teaching and Learning** - No items this month

7. **Operations**

7.1. Discussion, consideration and vote to approve or not to approve an agreement with Employee Evaluation Systems, Inc. for the McREL and SEES programs for the 2021-2022 fiscal year.

Approval of an agreement with Employee Evaluation Systems, Inc. for the McREL and SEES programs for the 2021-2022 fiscal year Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin  
Cheatha Yea  
m:

Matt  
Dotson: Yea

Tristy  
Fryer: Yea

Julie  
Prox: Yea

Amand  
a  
Stephen Yea  
s:

Yea: 5, Nay: 0

7.2. Discussion, consideration and vote to approve or not to approve an Affiliation Agreement with Lagniappe Wellness Dietetic Internship for the DI program for the 2021-2022 fiscal year.

Approval of an Affiliation Agreement with Lagniappe Wellness Dietetic Internship for the DI program for the 2021-2022 fiscal year Passed with a motion by Amanda Stephens and a second by Matt Dotson.

Justin  
Cheatha Yea  
m:

Matt  
Dotson: Yea

Tristy  
Fryer: Yea

Julie  
Prox: Yea

Amand  
a  
Stephen Yea  
s:

Yea: 5, Nay: 0

7.3. Discussion, consideration and vote to approve or not to approve the agreement with CDW Government, LLC for the E-Rate Program.

Approval of the agreement with CDW Government, LLC for the E-Rate Program  
Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin  
Cheatha Yea  
m:

Matt  
Dotson: Yea

Tristy  
Fryer: Yea

Julie  
Prox: Yea

Amanda  
and  
Stephen  
Stephens: Yea

Yea: 5, Nay: 0

7.4. Discussion, consideration and vote to approve or not to approve an agreement with BTC for Fiber Optic Network for Internet services.

Approval of an agreement with BTC for Fiber Optic Network for Internet services  
Passed with a motion by Amanda Stephens and a second by Tristy Fryer.

Justin  
Cheatham: Yea

Matt  
Dotson: Yea

Tristy  
Fryer: Yea

Julie  
Prox: Yea

Amanda  
and  
Stephen  
Stephens: Yea

Yea: 5, Nay: 0

7.5. Discussion, consideration and vote to approve or not to approve declaring items as surplus to be disposed of in according to Oklahoma Statutes.

Approval of declaring items as surplus to be disposed of according to Oklahoma Statutes as presented  
Passed with a motion by Tristy Fryer and a second by Justin Cheatham.

Justin  
Cheatha Ye  
m:

Matt  
Dotson: Yea

Tristy  
Fryer: Yea

Julie  
Prox: Yea

Amand  
a  
Stephen Ye  
s:

Yea: 5, Nay: 0

## 8. **Human Resources**

8.1. Discussion, consideration, and vote to approve or not to approve an amendment to the contract with ESS South Central for substitute services for fiscal year 2020-21.

Approval of an amendment to the contract with ESS SouthCentral for substitute services for the fiscal year 2020-2021. Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin  
Cheatha Ye  
m:

Matt  
Dotson: Yea

Tristy Fryer: Yea

Julie Prox: Yea

Amanda Stephens: Yea

Yea: 5, Nay: 0

9. **New Business**

10. Special Recognition - Bixby Board of Education Members - Moved from Item 2.1

11. **Vote to adjourn**

At 7:30 p.m. approval to adjourn. Passed with a motion by Amanda Stephens and a second by Matt Dotson.

Justin Cheatham: Yea

Matt Dotson: Yea

Tristy Fryer: Yea

Julie Prox: Yea

Amanda Stephens: Yea

Yea: 5, Nay: 0

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President

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Vice President

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Clerk

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Member

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Member

Bixby Board of Education Regular Meeting  
Thursday, January 14, 2021 Bixby Board of Education Regular Meeting  
Administrative Center 109 N. Armstrong Bixby, OK 74008  
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Bixby, OK 74008

Attendance Taken at 6:00 PM.

Justin Cheatham: Present  
Matt Dotson: Present  
Tristy Fryer: Absent  
Julie Prox: Present  
Amanda Stephens: Absent  
Present: 3, Absent: 2.

### **1. Call Meeting to Order/Roll Call**

### **2. Reports to the Board**

#### **2.1. Special Recognition**

2.1.1. Community Partner Award - Transformation Church

2.1.2. Spartan Spirit Award - Tina Francis, Bixby High School

2.1.3. Spartan Coin of Excellence - Bixby Band and Vocal Music All-State Awards

2.2. Superintendent's Report - Rob Miller

2.3. Facilities and Operations Update - Gabe Hayes

2.4. Monthly Budget Report - Mike Anthony

### **3. Comments from the Public**

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**4. General Consent Agenda - Discussion, consideration and vote to approve or not to approve Items #4.1-4.10. (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 4.1-4.10 as presented. Passed with a motion by Matt Dotson and a second by Justin Cheatham.

Justin Cheatham: Yea  
Matt Dotson: Yea  
Tristy Fryer: Absent  
Julie Prox: Yea  
Amanda Stephens: Absent  
Yea: 3, Nay: 0, Absent: 2

4.1. Minutes of December 10, 2020 Regularly Scheduled Board Meeting

4.2. Activity Fund Summary of Accounts and Transfer Requests

4.3. Encumbrances and Change Orders for FY 2021 General Fund, Building Fund, Child Nutrition Fund, Sinking Fund, and Bond Funds 31-39 per attached encumbrance registers

4.4. Approval of an agreement with Roller's Academy of Wrestling for use of facilities

4.5. FMLA - Support - East Intermediate - 12/1/20 to 1/4/21

4.6. Medical Leave - Certified - East Elementary - 3/23/21 to 5/14/21

4.7. Medical Leave - Support - East Elementary/Intermediate - 1/11/21 to 2/16/21

4.8. FMLA - Certified - North Intermediate - 1/11/21 to 4/9/21

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

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

## 5. Finance

## 6. Teaching and Learning

6.1. Discussion, consideration and vote to approve or not to approve an MOU with Oklahoma Baptist University for Special Education teacher field experiences for the 2020-2021 fiscal year.

Approval of an MOU with Oklahoma Baptist University for Special Education teacher field experiences for the 2020-2021 fiscal year. Passed with a motion by Justin Cheatham and a second by Julie Prox.

Justin Cheatham: Yea  
Matt Dotson: Yea  
Tristy Fryer: Absent  
Julie Prox: Yea  
Amanda Stephens: Absent  
Yea: 3, Nay: 0, Absent: 2

## 7. Operations

7.1. Discussion, consideration and vote to approve or not to approve the purchase of one (1) Blue Bird Type D route bus from Ross Transportation per the State Bid Contract SW110 cost of \$104,843.00.

Approval of the purchase of one (1) Blue Bird Type D route bus from Ross Transportation per the State Bid Contract SW110 cost of \$104,843.00. Passed with a motion by Julie Prox and a second by Matt Dotson.

Justin Cheatham: Yea  
Matt Dotson: Yea  
Tristy Fryer: Absent  
Julie Prox: Yea  
Amanda Stephens: Absent  
Yea: 3, Nay: 0, Absent: 2

## 8. Human Resources

8.1. Discussion, consideration, and vote to approve or not to approve a contract with Angelo State University for the 2020-21 fiscal year.

Approval of a contract with Angelo State University for Athletic Trainers students. Passed with a motion by Matt Dotson and a second by Justin Cheatham.

Justin Cheatham: Yea  
Matt Dotson: Yea  
Tristy Fryer: Absent  
Julie Prox: Yea  
Amanda Stephens: Absent  
Yea: 3, Nay: 0, Absent: 2

8.2. Discussion, consideration, and vote to approve or not to approve the district's TLE (Teacher Leader Effectiveness) waiver with the State Department of Education for the 2020-21 school year.

Approval of the districts TLE (Teacher Leader Effectiveness) waiver with the State Department of Education for the 2020-21 school year. Passed with a motion by Julie Prox and a second by Matt Dotson.

Justin Cheatham: Yea  
Matt Dotson: Yea  
Tristy Fryer: Absent  
Julie Prox: Yea  
Amanda Stephens: Absent  
Yea: 3, Nay: 0, Absent: 2

8.3. Discussion, consideration, and vote to approve or not approve a Memo of Understanding with the Bixby Education Association for the remainder of FY 2020-21

Approval of a Memo of Understanding with the Bixby Education Association for the remainder of FY 2020-21 Passed with a motion by Justin Cheatham and a second by Julie Prox.

Justin Cheatham: Yea  
Matt Dotson: Yea  
Tristy Fryer: Absent  
Julie Prox: Yea  
Amanda Stephens: Absent  
Yea: 3, Nay: 0, Absent: 2

## 9. New Business

## 10. Vote to adjourn

At 7:43 p.m. approval of adjourning Passed with a motion by Matt Dotson and a second by Justin Cheatham.

Justin Cheatham: Yea  
Matt Dotson: Yea  
Tristy Fryer: Absent  
Julie Prox: Yea  
Amanda Stephens: Absent  
Yea: 3, Nay: 0, Absent: 2

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President

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Vice President

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Clerk

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Member

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Member

**CERTIFIED PERSONNEL EMPLOYMENT**

Sandra Coleman

Music

Eff. January 11, 2021  
West Elem/Int

**TEMPORARY CONTRACT**

**VIRTUAL COURSE TEACHER**

**CERTIFIED PERSONNEL RESIGNATION AGREEMENTS**

**SUPPORT PERSONNEL**  
**EMPLOYMENT FOR THE 2020-2021 SCHOOL YEAR**  
**SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT**

Breanne Battenfield	Para	North Elementary Eff. January 11, 2021
Cheryl Darneal	Para	Middle School Eff. December 14, 2020
Kori Dillingham	Athletic Secretary	Athletic Department Eff. November 14, 2020
Diep Harrison	Bus Aide	District Wide Eff. January 11, 2021
	Playground Aide	North Elementary Eff. January 11, 2021
Eric Harrison	Bus Driver	District Wide Eff. January 11, 2021
	Playground Aide	North Intermediate Eff. January 11, 2021
Mandi Lawler	Para	Central Elementary Eff. January 11, 2021
Debra Owens	Lunch Clerk	West Intermediate Eff. December 11, 2020
Maleah Troutman	Food Service Asst	West Elem/Int Eff. January 11, 2021
Markiesha Woodruff	Playground Aide	West Elementary Eff. January 11, 2021

**TEMPORARY EMPLOYMENT**

**VOLUNTEER COACHING**

Walter Hubbard

Assistant Girls Soccer

**SUPPORT PERSONNEL**  
**RESIGNATION**

Jennifer Davis	Playground Aide	East Elementary November 20, 2020
Victoria Hickman	Food Service Asst	Central Elementary Eff. 12/11/2020
Lauren Johnson	Playground Aide	West Elem/Int Eff. January 24, 2021
Diana Thomas	Bus Driver	District Wide Eff. December 31,2020
Cheri Wahl	Athletic Trainer	High School Eff. January 31, 2021
Gail White	Bus Driver	District Wide Eff. December 31, 2020

**TERMINATED**

Cody Hyde	Custodian	District Eff. January 4, 2020
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**CERTIFIED PERSONNEL EMPLOYMENT**

**TEMPORARY CONTRACT**

**VIRTUAL COURSE TEACHER**

**CERTIFIED PERSONNEL RESIGNATION AGREEMENTS**

Katie Stout

Biology

9<sup>th</sup> Grade Center  
Eff. Feb. 12, 2021

**SUPPORT PERSONNEL**  
**EMPLOYMENT FOR THE 2020-2021 SCHOOL YEAR**  
**SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT**

Marci Breeding	Para	Eff. 1/29/2021 High School
Lauren Carpio	Para	Eff. 1/25/2021 West Intermediate
Jaden Crawford	Lunch Clerk	Eff. 2/01/2020 Central Intermediate
Tammie Ellis	Para	Eff. 2/05/2021 East Elementary
Deena Grosso	PreK Para	Eff. 1/11/2021 Central Elementary
Tony Hale	Maintenance	Eff. 2/10/2021 Administration
Hollie Irons	Food Service Asst	Eff. 1/25/2021 East Elem//Int
Yin Shan Lee	Paraprofessional	Eff. 1/29/2021 High School
Bobbie Pacula	Food Service Asst	Eff. 2/04/2021 West Intermediate
Jerry Philpott	Bus Driver	Eff. 2/01/2021 District Wide
Sean Purvis	Playground Aide	Eff. 1/20/2021 Central Intermediate
Nicole Smock	Kindergarten Para	Eff. 2/08/2021 East Elementary
Allison Wignall	PreK Para	Eff. 2/01/2021 North Elementary

**TEMPORARY EMPLOYMENT**

Beth Brady	RSA Tutor
Cari Griffin	RSA Tutor

**VOLUNTEER COACHING**

Michael Daniel	Assistant Girls Soccer
Robert Jones	JH Wrestling Coach
Lang Nguyen	Assistant Boys Soccer

**SUPPORT PERSONNEL**  
**RESIGNATION**

Xavier Burcham	Custodian	Eff. 1/29/2021 North Elementary
Andrea Byrd	Para	Eff. 1/15/2021 9 <sup>th</sup> Grade Center
Elizabeth Hale	Food Service Asst	Eff. 1/12/2021 East Elem/Int
Lexie Jones	Para	Eff. 1/29/2021 West Intermediate
Yin Shan Lee	Para	Eff. 2/01/2021 High School
Valeri Nixon	Office Asst	Eff. 1/29/2021 Middle School
Jim Robertson	Asst Dir Transp	Eff. 1/29/2021 District Wide

**TERMINATED**

Kevin French	Custodian	Eff. 2/03/2021 Middle School
Joe Ryan	Bus Driver	Eff. 1/27/2021 District Wide

Submitted to the Board of Education  
February 11, 2021