

Bixby Board of Education Regular Meeting
Thursday, March 11, 2021 Bixby Board of Education Regular Meeting
West Elementary/Intermediate Cafeteria
14901 S. Harvard Ave.
Bixby, OK 74008

Attendance Taken at 6:00 PM.

Justin Cheatham: Present

Matt Dotson: Present

Tristy Fryer: Absent

Julie Prox: Present

Amanda Stephens: Present

Present: 4, Absent: 1.

Attendance Update Taken at 6:20 PM.

Tristy Fryer: Present

Present: 5.

1. Call Meeting to Order/Roll Call

2. Reports to The Board

2.1. Special Recognition

2.1.1. Spartan Coin of Excellence - Aubrey McNeil, Oklahoma Academic All-State

2.1.2. Recognition of Site and District Teacher of the Year(s)

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 #4.1-4.17. (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 #4.1-4.17 as presented Passed with a motion by Julie Prox and a second by Amanda Stephens.

Justin
Cheatham: Yea

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie Prox: Yea

Amanda
Stephens: Yea

Yea: 5, Nay: 0

- 4.1. Minutes of February 11, 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 renewing the Commodity Processing Contract with Barlow Education Management Services for the 2021-2022 fiscal year
- 4.5. Approval of the request by the Bixby JV and Middle School cheer to attend NCA Nationals in Dallas, Texas on March 5-7, 2021
- 4.6. Approval of the Bixby HS Marching Band request to attend the Marching Competition in St. Louis, Missouri on 10-22-21 to 10-23-21
- 4.7. FMLA - Support - District - 2/2/21 to 3/12/21
- 4.8. FMLA - Certified - Middle School - 1/20/21 to 2/1/21
- 4.9. FMLA - Support - Administration - 1/13/21 to 1/29/21
- 4.10. FMLA - Support - Transportation - 1/11/21 to 4/27/21
- 4.11. FMLA - Certified - West Elementary - 2/16/21 to 3/30/21
- 4.12. Medical Leave - Support - High School - 1/29/21 to 5/3/21
- 4.13. Medical Leave - Support - Child Nutrition - 3/1/21 to 3/22/21
- 4.14. FMLA - Support - Child Nutrition - 2/22/21 to 5/7/21
- 4.15. Medical Leave - Support - District - 2/7/21 to 5/1/21
- 4.16. Employment, Resignation, Retirement - Certified Personnel - per attached
- 4.17. Employment, Resignation, Retirement - Support Personnel - per attached

5. **Finance**

- 5.1. Discussion, consideration and vote to approve or not to approve an agreement with KKT Architects, Inc. for the Bixby High School - Master Plan project at a cost of \$32,500.00.

Approval of an agreement with KKT Architects, Inc. for the Bixby High School - Master Plan project at a cost of \$32,500.00. Passed with a motion by Matt Dotson and a second by Tristy Fryer.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy Fryer: Yea

Julie Prox: Yea

Amanda
Stephen Yea
s:

Yea: 5, Nay: 0

- 5.2. Discussion, consideration and vote to approve or not to approve a service agreement with Tyler Technologies for Transportation tracking software at a cost of \$59,465.00.

Approval of a service agreement with Tyler Technologies for Transportation tracking software at a cost of \$59,465.00. 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
Stephen: Yea

Yea: 5, Nay: 0

6. Teaching and Learning

6.1. Oklahoma State Testing Program (OSTP) Update - Discussion only. No action required by the Board of Education.

7. Operations

7.1. Discussion, consideration, and vote to approve or not to approve a resolution for a process to be used in the selection of a Construction Management firm.

I recommend that we approve the following resolution for the selection of construction managers for Bixby Public Schools: "The Bixby Board of Education established the following process for the selection of construction managers to be used by Bixby Public Schools. The process will be conducted in accordance with Title 61, Section 62 of Oklahoma Statute. The superintendent is responsible for compliance with this process and will chair the selection committee. A formal Request for Qualifications (RFQ) will be used to solicit proposals from no fewer than two construction firms. Once proposals are received and evaluated, a district committee consisting of the superintendent, two Board members, the district Director of Operations, and the CFO will select no more than four firms to interview. The project architect will be allowed to have representatives present for the interviews yet will not participate in the ranking of candidates. At the end of the interviews, the committee will rank the firms in order of preference based on their professional qualifications and technical experience. Upon selection of the top-ranked firm, the district will enter negotiations on fees related to the proposed construction project. If the two sides are unable to reach an agreement on fees, the district will repeat the process with the second-ranked firm, and so on, until a final agreement with a CM is reached. The committee will then forward their recommendation to the full school board for consideration at the next scheduled board meeting." Passed with a motion by Julie Prox and a second by Justin Cheatham.

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 a Utility Easement agreement with Full Gospel Assembly International Ministries, Inc.

Approval of a Utility Easement agreement with Full Gospel Assembly International Ministries, Inc. Passed with a motion by Matt Dotson 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

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

Approval of declaring items as surplus to be disposed of in accordance to Oklahoma Statutes. Passed with a motion by Tristy Fryer 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

8. **Human Resources**

8.1. Discussion, consideration and vote to approve or not to approve the Holiday Schedule for all 12 month employees for the 2021-2022 fiscal year.

Approval of the Holiday Schedule for all 12 month employees 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

9. **New Business**

10. **Vote to adjourn**

At 8:23 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

President

Vice President

Clerk

Member

Member

Bixby Board of Education Regular Meeting
Thursday, February 11, 2021
Administrative Center
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

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2.5. Monthly Budget Report - Mike Anthony

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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 Cheatham: Yea
Matt Dotson: Yea
Tristy Fryer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
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 Cheatham: Yea
Matt Dotson: Yea
Tristy Fryer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
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 Cheatham: Yea
Matt Dotson: Yea

Tristy Fryer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
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 Cheatham: Yea
Matt Dotson: Yea
Tristy Fryer: Yea
Julie Prox: Yea
Amanda 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 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 Cheatham: Yea
Matt Dotson: Yea
Tristy Fryer: Yea
Julie Prox: Yea

Amanda Stephens: Yea
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 Cheatham: Yea
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

President

Vice President

Clerk

Member

Member

CERTIFIED PERSONNEL EMPLOYMENT

TEMPORARY CONTRACT

VIRTUAL COURSE TEACHER

CERTIFIED PERSONNEL RESIGNATION AGREEMENTS

Katie Stout

Biology

9th 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 th 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

CERTIFIED PERSONNEL

EMPLOYMENT

TEMPORARY CONTRACT

VIRTUAL COURSE TEACHER

RESIGNATION AGREEMENTS

Janet Upshaw

Business Teacher

Eff. June 1, 2021
9th Grade

SUPPORT PERSONNEL

EMPLOYMENT FOR THE 2020-2021 SCHOOL YEAR

SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT

Mindy Beesley	Assistant Tech Director	Eff. April 30, 2021 District Wide
Sean Curson	Custodian	Eff. March 1, 2021 Central Elementary
Joseph Frendo	Paraprofessional	Eff. Feb 22, 2021 High School
Scott Lane	Special Ed Driver	Eff. March 3, 2021 High School
James McNabb	Asst Director Transportation	Eff. March 8, 2021 District Wide
Jalisa Reeves	Playground Aide	Eff. Feb 25, 2021 West Intermediate
Kathryn Rutherford	Paraprofessional	Eff. Feb 22, 2021 West Elementary
Andrea Unruh	Behavior Tech	Eff. Feb 25, 2021 North Intermediate

TEMPORARY EMPLOYMENT

VOLUNTARY COACHING

SUPPORT PERSONNEL

RESIGNATIONS

Mary Chandler	FS Assistant	Eff. March 5, 2021 High School
Jaden Crawford	Lunch Clerk	Eff. March 5, 2021 Central Inter
Matthew Davidson	Custodian	Eff. March 25, 2021 Athletics
Allison Floyd	Paraprofessional	Eff. Feb 26, 2021 North Intermediate
Janet Johnson	FS Assistant	Eff. Feb 8, 2021 Middle School
Janet Meador	Bus Driver	Eff. March 6, 2021 District Wide
April Perryman	Paraprofessional	Eff. March 9, 2021 West Intermediate
Keila Oliveria Aly	Paraprofessional	Eff. March 5, 2021 West Elementary
Chantel Ramsey	Paraprofessional	Eff. March 1, 2021 East Intermediate