

Bixby Board of Education Regular Meeting
Thursday, June 10, 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. Superintendent's Report - Rob Miller

2.2. Facilities and Operations Report - Gabe Hayes

2.3. 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 #4.1-4.47. (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 #4.1-4.47 as presented Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatham: Yea

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie Prox: Yea

Amanda
Stephens: Yea

Yea: 5, Nay: 0

4.1. Minutes of May 13, 2021 Regularly Scheduled Board Meeting

4.2. Minutes of May 18, 2021 Special Board Meeting

4.3. Activity Fund Summary of Accounts and Transfer Requests

4.4. 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

4.5. Renewal of appointment of Sherry McIntyre as School District Treasurer and Minutes Clerk for the 2021-2022 fiscal year

4.6. Renewal of appointment of Melinda Weig as Assistant District Treasurer and Activity Fund Custodian for the 2021-2022 fiscal year

- 4.7. Renewal of appointment of Maricela Hanseth as Encumbrance Clerk and Deputy Clerk of the Board for the 2021-2022 fiscal year
- 4.8. Renewal of appointment of Michelle Atkinson as Deputy Encumbrance Clerk for the 2021-2022 fiscal year
- 4.9. Renewal of appointment of Terry Sorrells as Deputy Minutes Clerk for the 2021-2022 fiscal year
- 4.10. Renewal of appointment of Debbie Hauser as Deputy Activity Fund Custodian for the 2021-2022 fiscal year
- 4.11. Renewal of school picture contracts with Legacy Studios and Jostens for the 2021-2022 fiscal year
- 4.12. Renewal of yearbook contracts with Jostens for the 2021-2022 fiscal year
- 4.13. Renewal of the Imperial Vending Contract for the 2021-2022 fiscal year
- 4.14. Approval of the request by Varsity Girl's Basketball to attend the Drury Team Camp in Springfield, MO on June 21-24, 2021
- 4.15. Approval of the request by the Bixby Spartan Volleyball to attend the Wichita State University Volleyball Team Camp in Wichita, Kansas on July 11-14, 2021
- 4.16. Memorandum of Understanding with Glenpool Schools for the JROTC Program for the 2021-2022 fiscal year
- 4.17. Approval of the CCOSA District Level Services (DLS) Program for the 2021-2022 fiscal year at a cost of \$2,500.00
- 4.18. Renewal of the SEES OKTLE agreement for the 2021-2022 fiscal year
- 4.19. Renewal of an agreement with GoGuardian for the 2021-2022 fiscal year at a cost of \$34,958.00
- 4.20. Renewal of an agreement with ESS for substitute teachers for the 2021-2022 fiscal year
- 4.21. Approval of an agreement with Oklahoma State University for Field Clinical Experiences for the 2021-2022 fiscal year
- 4.22. Approval of Memorandum of Understanding with the University of Oklahoma for Field Experience, Practicum and Internships for the 2021-2022 fiscal year
- 4.23. Approval of Memorandum of Understanding with Tulsa University for school practicum services for the 2021-2022 fiscal year

- 4.24. Approval of a Memorandum of Understanding with Tulsa University for Clinical Rotations for Athletic Trainers for the 2021-2022 fiscal year
- 4.25. Approval of a Memorandum of Understanding with Tulsa University for Classroom Student Teachers for the 2021-2022 fiscal year
- 4.26. Approval of a Memorandum of Understanding with Tulsa University for Clinical Rotations for Nurses for the 2021-2022 fiscal year
- 4.27. Approval of a Memorandum of Understanding with Western Governors University for Classroom Student Teachers for the 2021-2022 fiscal year
- 4.28. Approval of an agreement with Tulsa Tech Career Academy Program (TTCA) for the Career Academy Program and the Aerospace Academy Program for the 2021-2022 fiscal year
- 4.29. Approval of an Affiliation Agreement with Oklahoma Baptist University for educational field and clinical experiences for the 2021-2022 fiscal year
- 4.30. Approval of a Memorandum of Understanding with The Bridges Foundation for the Work Adjustment Training Program for the 2021-2022 fiscal year
- 4.31. Approval of the Transition School-to-Work Work Study contract for the 2021-2022 fiscal year
- 4.32. Approval of an agreement with Daybreak Family Services for School Based Counseling and Mental Health Services for the 2021-2022 fiscal year
- 4.33. Approval of an agreement with Tulsa City-County Health Department for the "It's All About Kids" Program for the 2021-22 fiscal year.
- 4.34. Renewal of a Memo of Understanding with Spring Dental for screening services for the fiscal year 2021-22.
- 4.35. Approval of the Solution Tree, Inc. Purchase Agreement for professional development services for the 2021-2022 fiscal year at a cost of \$13,000.00
- 4.36. Approval of the renewal of a plan with Pulse for the 2021-2022 fiscal year at a cost of \$25,460.00
- 4.37. Approval of a Memorandum of Understanding with Sandy Hook Promise for the 2021-2022 fiscal year
- 4.38. Approval of the AmericanChecked, Inc. service agreement for the 2021-2022 fiscal year
- 4.39. Approval of an agreement with Ver Hoef Information Sources, LLC for background check services for the 2021-2022 fiscal year

- 4.40. Renewal of an agreement with Community Care for the Employee Assistance Program for the fiscal year 2021-22
- 4.41. Approval of an agreement with Christina Evans, LLC for services for the 2021-2022 fiscal year
- 4.42. Approval of an agreement with Mary Catherine Corbell, LLC for services for the 2021-2022 fiscal year
- 4.43. Approval of the E-Rate Contract with CRW E-rate Consulting Services, LLC for the 2021-2022 fiscal year.
- 4.44. FMLA - Support - Administration - 6/1/21 to 7/31/21
- 4.45. Medical Leave - Certified - Central Intermediate - 3/8/21 - 5/26/21
- 4.46. Employment, Resignation, Retirement - Certified Personnel - per attached
- 4.47. Employment, Resignation, Retirement - Support Personnel - per attached

5. **Finance**

- 5.1. Discussion, consideration and vote to approve or not to approve General Liability, Education Leaders Liability, Property and Casualty Insurance agreements for the 2021-2022 fiscal year.

Approval of General Liability, Education Leaders Liability, Property and Casualty Insurance agreements for the 2021-2022 fiscal year with OSIG at a cost of \$744,485 Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

5.2. Discussion, consideration and vote to approve or not to approve the Workers' Compensation Insurance for the 2021-2022 fiscal year.

Approval of Workers' Compensation Insurance for the 2021-2022 fiscal year with OSAG at a cost of \$101,814 Passed with a motion by Amanda Stephens 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

5.3. Discussion, consideration and vote to approve or to not approve an additional contract with CRW E-rate Consulting Services, LLC for the Emergency Connectivity Fund (ECF) for the 2021-2022 fiscal year.

Approval of an additional contract with CRW E-rate Consulting Services, LLC for the Emergency Connectivity Fund (ECF) for the 2021-2022 fiscal year at a minimum cost of \$2,000 and a maximum cost of \$20,000. Passed with a motion by Tristy Fryer and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy Fryer: Yea

Julie Prox: Yea

Amanda
Stephen Yea
s:

Yea: 5, Nay: 0

6. Teaching and Learning

6.1. Discussion, consideration and vote to approve or not to approve an Educational Affiliation Agreement with the University of Oklahoma, Health Sciences Center for student Clinical Education services for the 2021-2022 fiscal year.

Approval of an Educational Affiliation Agreement with the University of Oklahoma, Health Sciences Center for student Clinical Education services 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

6.2. Discussion, consideration and vote to approve or not to approve a Memorandum of Understanding with Tulsa Tech.edu for the Tulsa Tech e-School Network for the 2021-2022 fiscal year.

Approval of a Memorandum of Understanding with Tulsa Tech.edu for the Tulsa Tech e-School Network for the 2021-2022 fiscal year at a cost of \$46,248. 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

6.3. Review of the revised Covid Protocol Plan. Discussion item only. No action required by the Board of Education.

7. Operations

7.1. Discussion, consideration and vote to approve or not to approve Activity Fundraisers for the 2021-2022 fiscal year.

Approval of the Activity Fundraisers for the 2021-2022 fiscal year as presented
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 Bixby Public Schools Open Transfer List for the 2021-2022 fiscal year.

Approval of the Bixby Public Schools Open Transfer List 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 a contract with the City of Bixby for two School Resource Officers for the 2021-2022 fiscal year.

Approval of a contract with the City of Bixby for two School Resource Officers for the 2021-2022 fiscal year at a cost of \$130,033.81. Passed with a motion by Tristy Fryer and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

7.4. Discussion, consideration and vote to approve or not to approve a contract with the City of Bixby for one School Resource Officer for the 2021-2022 fiscal year.

Approval of a contract with the City of Bixby for one School Resource Officer for the 2021-2022 fiscal year at a cost of \$37,307.52 Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie
Prox: Yea

Amanda
a
Stephen Yea
s:

Yea: 5, Nay: 0

7.5. Discussion, consideration and vote to approve or not to approve a new Activity Fund Account for the Clay Target Club.

Approval of a new Activity Fund Account for the Clay Target Club. 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

Amanda
a
Stephen Yea
s:

Yea: 5, Nay: 0

7.6. Discussion, consideration and vote to approve or not to approve the Prime Vendor contract for Child Nutrition Services for the 2021-22 fiscal year.

Approval of U S Foods as the Prime Vendor contract for Child Nutrition Services for the 2021-22 fiscal year. Passed with a motion by Tristy Fryer and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

- 7.7. Discussion, consideration and vote to approve or not to approve an agreement with Oklahoma Energy Source, LLC "OKES", to provide natural gas services for certain sites within the district.

Approval of an agreement with Oklahoma Energy Source, LLC "OKES", to provide natural gas services for certain sites within the district. 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

Amanda
Stephen: Yea

Yea: 5, Nay: 0

7.8. Discussion, consideration and vote to approve or not to approve the list of employees recommended for hire for the Child Nutrition summer food program.

Approval of the list of employees recommended for hire for the Child Nutrition summer food program as presented Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin
Cheatha: Yea

Matt
Dotson: Yea

Tristy Fryer: Yea

Julie Prox: Yea

Amanda
Stephen: Yea

Yea: 5, Nay: 0

- 7.9. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for elevator maintenance for the 2021-2022 fiscal year.

Approval of Kone as the lowest responsible bidder for elevator maintenance for the 2021-2022 fiscal year at a cost of \$22,680 Passed with a motion by Matt Dotson and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

- 7.10. Discussion, consideration and vote to approve or not to approve the lowest responsible bidders for custodial services for the 2021-22 fiscal year.

Approval of the lowest responsible bidders for custodial services for the 2021-22 fiscal year as follows: Clean 4-U for Athletic facilities at a cost of \$82,800 and Statewide for High School, 9th Grade/Brassfield, Middle School, North Campus, East Campus, West Campus, and Central Campus at a cost of \$1,096,832 Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

7.11. Discussion, consideration and vote to approve or not to approve security services for the 2021-22 fiscal year.

Approval of Jarvis, Inc. for security services for the 2021-22 fiscal year at a cost of \$53,285.10 Passed with a motion by Matt Dotson 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

7.12. Discussion, consideration and vote to approve or not to approve the lowest responsible bidder for new LED lighting installation at Spartan Stadium.

Approval of KB Electric as the lowest responsible bidder for new LED lighting installation at Spartan Stadium at a cost \$264,800. Passed with a motion by Amanda Stephens 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

7.13. Discussion, consideration and vote to approve or not to approve declaring items as surplus to be disposed of in accordance with the State Laws of Oklahoma.

Approval of declaring items as presented as surplus to be disposed of in accordance with the State Laws of Oklahoma. 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

8. **Human Resources** - No items this month

9. **Executive Session**

9.1. Discussion, consideration and vote to go or not to go into executive session to discuss the Evaluation of the Superintendent (25 O.S. Sec. 307 (B)(1) and (B)(7))

At 8:00 p.m. approval of going into Executive Session Passed with a motion by Justin Cheatham 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

9.2. Vote to acknowledge return to open session.

At 9:40 p.m. approval to return to open session Passed with a motion by Julie Prox 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

9.3. Statement by Board president of executive session minutes.

10. New Business

11. Vote to adjourn

At 9:41 p.m. approval to adjourn Passed with a motion by Julie Prox 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

Katie Blackford	Spanish Teacher	Middle School Eff. 8/10/2021
Leslie Goodnight	Counselor Part Time	East Intermediate Eff. 8/3/2021
Skylar Goodsell	Science Teacher	High School Eff. 8/10/2021
Jennifer Masterson	Assistant Special Ed Director	District Wide Eff. 7/13/2021
Rachel Morie	3rd Grade Teacher	Central Elementary Eff. 8/10/2021
Laura Palicia	4th Grade Teacher	East Intermediate Eff. 8/10/2021
Sarah Pixley	4th Grade Teacher	West Intermediate Eff. 8/10/2021
Jamie Rangel	Spanish Teacher	9th Grade Center Eff. 8/10/2021
Kelly Rutter	Special Education Teacher	Middle School Eff. 8/10/2021
Kim Schein	Special Education Director	District Wide Eff. 7/01/2021
Megan Stevenson	Special Education Teacher	East Intermediate Eff. 8/10/2021
Vanessa Stice	Assistant Principal	Middle School
Mike Stanton	Cross Country Head Coach	

TEMPORARY CONTRACT

Michael Cox	HS Summer School Teacher
Kate Creekmore	HS Summer School Supervisor
Roy Hunter Jr.	Indian Education Tutor
Patricia Nolan	HS Summer School Teacher
Kelley Rampey	HS Summer School Teacher

**Submitted to Board of Education
June 10, 2021**

VIRTUAL COURSE TEACHER

RESIGNATION AGREEMENTS

Alex Akers	Science Teacher	Middle School Eff. 5/26/2021
Allyson Blackshare	English Teacher	Middle School Eff. 5/26/2021
Jordan Cox	Science Teacher	High School Eff. 5/26/2021
Breanna Dean	Special Education	9th Grade Eff. 5/26/2021
Beth Gaches	Counselor	High School Eff. 6/8/2021
Shelby Joiner	English Teacher	9th Grade Eff. 5/26/2021
Catherine Rook	Special Education	9th Grade Eff. 5/26/2021
Katelyn Sanders	1st Grade	Central Elementary Eff. 5/26/2021
Lisa Seay	Physical Science/Biology	Middle School Eff. 5/26/2021
Brooke Tamura	2nd Grade	West Elementary Eff. 5/26/2021
Ashley Tevis	Math Teacher	East Intermediate Eff. 5/26/2021
Cassandra Walker	EL Teacher	Middle School Eff May 26, 2021
Kelli Wilson	Title I Reading/Math	Central Elementary Eff. May 26, 2021

SUPPORT PERSONNEL

EMPLOYMENT FOR THE 2020-2021 SCHOOL YEAR

SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT

Sherri Barnett	Custodian	9th Grade Center Eff. 6/9/2021
Elizabeth Gonzalez	Paraprofessional	West Elementary Eff. 8/12/2021
Jasmine Hash	Office Assistant	North Intermediate Eff. 8/12/2021
Christa Montgomery	Athletic Trainer	District Wide Eff. 7/01/2021
Deborah Sneyd	Bus Aide	District Wide Eff. 8/12/2021
Ricky Strokos	Behavior Technician	Middle School Eff. 8/12/2021

TEMPORARY EMPLOYMENT

VOLUNTARY COACHING

**SUPPORT PERSONNEL
RESIGNATIONS**

Mary Barnes	Food Service Assistant	High School Eff. May 27, 2021
Belinda Claramunt	Bldg Secretary	9th Grade Center Eff. June 9, 2021
Phyllis Ferguson	Lunch Clerk	9th Grade Eff. May 27, 2021
Shirley Garcia	Transportation Coordinator	District Wide Eff. June 8, 2021
Deena Grosso	Paraprofessional	Central Elementary Eff. May 26, 2021
Preston Guiot	Playground Aide	West Elementary Eff. May 26, 2021
Harmony Inbody	Paraprofessional	Middle School Eff. May 26, 2021
Jennifer Jones	Paraprofessional	Eff. May 26, 2021 East Elementary
Eve Nichols	Custodian	9th Grade Eff. May 31, 2021
Gordon Nichols	Maintenance	District Wide Eff. June 3rd, 2021
Mary Roe	Bus Driver	District Wide Eff. May 26, 2021
Lindsey Thomason	Paraprofessional	North Elementary Eff. May 26, 2021
Kimberly Turner	FS Assistant Manager	East Elem/Int Eff. May 28, 2021

TERMINATIONS

MEMO

To: Rob Miller

From: Gabe Hayes

Date: 6/7/2021

Subject: Elevator Maintenance Bid 21-22

I am recommending the acceptance of the lowest responsible bid for elevator service from Kone. Kone will provide required service and maintenance for all district elevators for the amount of \$22,680.

Thank you.