

Bixby Board of Education Regular Meeting
Thursday, December 8, 2022 Bixby Board of Education Regular Meeting
Bixby Public Schools Administrative Center, 109 N. Armstrong, Bixby, Oklahoma
109 N Armstrong St
Bixby, OK 74008

Attendance Taken at 6:00 PM.

Justin Cheatham: Present

Matt Dotson: Absent

Tristy Fryer: Present

Julie Prox: Present

Amanda Stephens: Absent

Present: 3, Absent: 2.

1. Call Meeting to Order/Roll Call

1.1. Pledge of Allegiance led by East Elementary students Emma Olson and Kate Osten.

2. Reports to The Board

2.1. Special Recognition

2.1.1. Spartan Spirit Award - Onis Pankey

2.1.2. Spartan Coin of Excellence

- Zach Guidry & Trenton Neuok, OKCDA Junior High All-State Choir
- Pride of Bixby Band Drum Majors and Captains, and 2023 OkMEA All-State musicians

2.2. Superintendent's Report - Rob Miller

2.3. Facilities and Operations Report - Gabe Hayes

2.4. Financial Operations Report - Mike Anthony

3. Comments from the Public -

The Board was addressed by: Ron Causby - Livestream/Library Policy, Tim Reiland - Information posted on the online agenda and Janice Danforth - Book Issues

3.1. Speakers must identify themselves.

3.2. Each Speaker is given a maximum of three (3) minutes. Each Speaker is given a maximum of three (3) minutes. To ensure fairness for all speakers, this timeline will

be strictly enforced. The Board clerk will notify the speaker when they have 30 seconds left. Speakers are expected to end their remarks immediately when the time limit is reached.

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 and possible board action regarding approval of Items #1-12. (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 #1-12 as presented. Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin
Cheatham: Yea

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie Prox: Yea

Amanda
Stephens: Absent

Yea: 3, Nay: 0, Absent: 2

4.1. Minutes of November 10, 2022 Regularly Scheduled Board Meeting

4.2. Minutes of December 2, 2022 Special Board Meeting

4.3. Activity Fund Summary of Accounts and Transfer Requests

4.4. Encumbrances and Change Orders for FY 2023 General Fund, Building Fund, Child Nutrition Fund, Sinking Fund, and Bond Funds 31-39 per attached encumbrance registers

4.5. Approval of the BTC Broadband renewal of the Fiber Optic Network agreement for the 2022-2023 fiscal year

4.6. Approval of the Oklahoma University MOU continuing contract for year 2 of the 3-year agreement

4.7. Medical Leave - 9th Grade - Support - Cafeteria - 11/1/22-12/16/22

4.8. FMLA - East Elementary - Certified - 12/8/22-1/10/23

4.9. Medical Leave - Middle School - Certified - 3/6/23-5/1/23

4.10. Medical Leave - North Elementary - Certified - 11/9/22-12/16/22

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

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

5. **Finance** - No items this month

6. **Teaching and Learning**

6.1. Discussion and possible board action to approve the BPS academic calendar for the 2023-24 school year.

Approval of the BPS academic calendar for the 2023-24 school year. Passed with a motion by Justin Cheatham and a second by Tristy Fryer.

Justin
Cheatha Ye
m:

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

6.2. Review of Return to Learn and ESSER-III Plans. Information only. No action is required by the Board of Education.

6.3. Discussion and possible board approval regarding an agreement with Connected Kids, Inc. for trauma informed professional development at a cost of \$4,200.00 to be paid from Federal Funds.

Approval of an agreement with Connected Kids, Inc. for trauma informed professional development at a cost of \$4,200.00 to be paid from Federal Funds. Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin
Cheatha Ye
m:

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

7. Operations

7.1. Discussion and possible board action related to Board Policy 2108 Transfer Policy and the establishment of capacity limits.

Approval of the Board Policy 2108 Transfer Policy and maintaining the current capacity limits of 500 in all grades. Passed with a motion by Justin Cheatham and a second by Tristy Fryer.

Justin
Cheatha Yea
m:

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

7.2. Discussion and possible board action regarding an Easement Agreement with Oklahoma Gas and Electric Company.

Approval of an Easement Agreement with Oklahoma Gas and Electric Company.
Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin
Cheatha Yea
m:

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

7.3. Discussion and possible board action regarding The University of Tulsa Agreement for clinical practicum for speech-language pathology students for the 2022-2023 fiscal year.

Approval of The University of Tulsa Agreement for clinical practicum for speech-language pathology students for the 2022-2023 fiscal year. Passed with a motion by Tristy Fryer and a second by Justin Cheatham.

Justin
Cheatha Yea
m:

Matt
Dotson: Absent

Tristy Fryer: Yea

Julie Prox: Yea

Amanda
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

7.4. Discussion and possible board action regarding a Counseling Contract with Connect and Restore to be paid from Federal Funds for the 2022-2023 fiscal year.

Approval of a Counseling Contract with Connect and Restore at a cost of \$150.00 per hour for 4 hours per week to be paid from Federal Funds for the 2022-2023 fiscal year. Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin
Cheatha Yea
m:

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

7.5. Discussion and possible board action regarding declaring items as surplus to be disposed of 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 Justin Cheatham and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

8. Human Resources

8.1. Discussion and possible board action regarding the rescinded resignation of employee Kirian Fontana.

Approval of rescinding the resignation of employee Kirian Fontana. Passed with a motion by Julie Prox and a second by Tristy Fryer.

Justin
Cheatha Yea
m:

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen Absent
s:

Yea: 3, Nay: 0, Absent: 2

8.2. Discussion and possible board action regarding any resignations submitted after the agenda was posted. There were no resignations submitted.

9. New Business - None

10. Vote to adjourn

At 7:36 p.m. approval of adjourning. Passed with a motion by Julie Prox and a second by Justin Cheatham.

Justin
Cheatham: Yea

Matt
Dotson: Absent

Tristy
Fryer: Yea

Julie Prox: Yea

Amanda
Stephens: Absent

Yea: 3, Nay: 0, Absent: 2

President

Vice President

Clerk

Member

Member

Bixby Board of Education Regular Meeting
Thursday, November 10, 2022
Administrative Center
109 N Armstrong
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** - Pledge of Allegiance led by Central Elementary students Chase Holt and Hadley Hamilton.

2. Reports to The Board

2.1. Special Recognition

2.1.1. Community "S-Partner" Award - Nabholz Construction

2.1.2. Spartan Spirit Award - Tori Chambers

2.1.3. Spartan Coin of Excellence

- BHS Boys Cross Country Academic State Champions
- Joseph Graver, All-State Performer, One-Act Play
- Olivia Vance, OCA All-State Volleyball
- Ryland Kaercher, Perfect Score of 36 on ACT

2.2. Superintendent's Report - Rob Miller

- Announcement of Site Teachers of the Year

2.3. Teaching and Learning Report - Cheryl Wilkinson

2.4. Facilities and Operations Report - Gabe Hayes

2.5. Financial Operations Report - Mike Anthony

3. Comments from the Public - None

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4. General Consent Agenda - Discussion and possible board action regarding consent items #1-15. (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 #1-15 as presented Passed with a motion by Matt Dotson 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 October 13, 2022 Regularly Scheduled Board Meeting

4.2. Activity Fund Summary of Accounts and Transfer Requests

4.3. Encumbrances and Change Orders for FY 2023 General Fund, Building Fund, Child Nutrition Fund, Sinking Fund, and Bond Funds 31-39 per attached encumbrance registers

4.4. Approval of agreement with the Assistance League of Tulsa for grant funding of fine arts programs in Bixby Schools.

4.5. Approval of the FCCLA request to attend Fashioning America - Grit to Glamour Exhibit at Crystal Bridges - Bentonville, AR on 11-30-22

4.6. Approval of the Bixby High School Baseball Team request to attend a competition in Dallas, Texas 3-2-23 to 3-4-23

4.7. Approval of the request by Girls Wrestling for a new Activity Fund Account - Girls Wrestling Athletic Account. The current wrestling account 819-807, will now be designated to Boys Wrestling Athletic Account.

4.8. Medical Leave - Support - Middle School - 10/31/22-1/23/23

4.9. FMLA - Certified - High School - 11/17/22-12/16/22

4.10. FMLA - Support - High School - 10/28/22-1/2/23

4.11. FMLA - Certified - 9th Grade Center - 10/24/22-12/19/22

4.12. Medical Leave - Certified - West Elementary - 11/16/22-2/1/23

4.13. FMLA - Certified - High School - 1/3/23-2/3/23

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

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

5. Finance

6. Teaching and Learning

6.1. Review of Comprehensive Exit Report and College Remediation Report. Information only. No action required by the Board of Education.

6.2. Discussion and possible board action regarding a Counseling Contract with Kori Neely to provide counseling and consultation services.

Approval of a Counseling Contract with Kori Neely to provide counseling and consultation services. Passed with a motion by Matt Dotson 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

6.3. Discussion and possible board action regarding the MOU with the University of Oklahoma, Health Sciences Center for the College of Allied Health for the 2022-2023 fiscal year.

Approval of tabling this item. Passed with a motion by Matt Dotson 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

7. Operations

7.1. Discussion and possible board action regarding a modification of the Guaranteed Maximum Price (GMP) for the High School Academic Building.

Approval of tabling this item. Passed with a motion by Matt Dotson 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

7.2. Discussion and possible board action regarding the revised Board Policy 2111 Wellness Policy.

Approval of the revised Board Policy 2111 Wellness Policy. Passed with a motion by Matt Dotson 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

7.3. Discussion and possible board action regarding the Bixby Public Schools Board of Education Notice of Schedule of Regular Meetings for the Calendar Year 2023.

Approval of the Bixby Public Schools Board of Education Notice of Schedule of Regular Meetings for the Calendar Year 2023. Passed with a motion by Matt Dotson 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

7.4. Discussion and possible board action regarding declaring items as surplus to be disposed of 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 Matt Dotson 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

8. Human Resources

8.1. Discussion and possible board action regarding Board of Education Policy *4123 Personal Leave*.

Approval of the Board of Education Policy 4123 Personal Leave. Passed with a motion by Matt Dotson 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

8.2. Discussion and possible board action regarding Board of Education Policy *4128 Parental Leave*.

Approval of the Board of Education Policy 4128 Parental Leave. Passed with a motion by Matt Dotson 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

8.3. Discussion, consideration and vote to approve or not to approve any resignations submitted after the agenda was posted. - None

9. **New Business**

10. **Vote to adjourn**

At 7:38 p.m. approval to adjourn. 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

President

Vice President

Clerk

Member

Member

**2022-2023
CERTIFIED PERSONNEL**

EMPLOYMENT FOR THE 2022-2023 SCHOOL YEAR
SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT

TEMPORARY CONTRACT

EMPLOYMENT 2022-2023

Floyd Kirk	Teacher	Middle School	Eff. 9/14/2022
Heather Tobin	Teacher	High School	Eff. 10/26/2022

RESIGNATION AGREEMENTS

Cleo Grover	Teacher	High School	Eff. 10/19/2022
Amy Lonsdale	Teacher	East Intermediate	Eff. 10/25/2022

2022-2023 SUPPORT PERSONNEL

EMPLOYMENT FOR THE 2022-2023 SCHOOL YEAR

SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT

VOLUNTEER COACHING

Shannon Hoffman	Asst Girls Basketball	Varsity	Eff. 10/1/2022
Mary Walters	Asst Girls Wrestling	Junior High	Eff. 11/1/2022

TEMPORARY EMPLOYMENT

Karen Hyre	Sub Driver	Transportation	Eff. 11/1/2022
Sherri Siebert	Sub Driver	Transportation	Eff. 10/31/2022

EMPLOYMENT 2022-2023

Sandra Jackson	Cook	Child Nutrition	Eff. 10/25/2022
Pinese Holt	Paraprofessional	Central Elem.	Eff. 10/7/2022
Jennifer Cunningham	Paraprofessional	East Int.	Eff. 10/13/2022
Janie Reed	Attendance Clerk	West Int.	Eff. 10/31/2022
Sarah Blansett	Paraprofessional	East Int.	Eff. 10/17/2022
Rachel Hollingshad	Cook	Child Nutrition	Eff. 11/8/2022
Kaitlyn Hughes	Dispatcher	Transportation	Eff. 10/27/2022
Abigail McDonald	Library Media Asst.	Central Int.	Eff. 10/27/2022
Jenny Moffeit	Paraprofessional	North Elem.	Eff. 9/28/2022
Latosha Newsom	Paraprofessional	West Elem.	Eff. 10/13/2022
Sally Raymond	Secretary	West Elem.	Eff. 10/10/2022
Summer Treece	Library Media Asst.	East Elem.	Eff. 9/21/2022
Bobbie Williams	Cook	Child Nutrition	Eff. 11/2/2022
Megan Willis	Cook	Child Nutrition	Eff. 9/15/2022
Richard Shea	Bus Driver	Transportation	Eff. 11/14/2022
Melanie Ankersheil	Behavior Technician	Middle School	Eff. 11/10/2022

ADJUNCT EMPLOYMENT 2022-2023

RESIGNATION AGREEMENTS

Brooklyn Gouyd	Para	Middle School	Eff. 10/19/2022
Beverley Sabell	Bus Driver	Transportation	Eff. 10/28/2022
Danielle Hacking	Neglected Liaison	District	Eff. 10/31/2022
Olivia Riggs	Attendance Clerk	West Int.	Eff. 10/14/2022
Donna Stum	Bus Driver	Transportation	Eff. 10/19/2022
Karen Hyre	Bus Driver	Transportation	Eff. 10/31/2022
Jerry Philpott	Bus Driver	Transportation	Eff. 10/31//2022
Andrea Unruh	Para	Central Elem.	Eff. 10/28/2022

Submitted to the Board of Education: November 10th, 2022

RESIGNATION AGREEMENTS Cont'd

Grace Miller	CN Manager	North Elem.	Eff. 10/13/2022
Kimberly Simpson	Asst. Director	Transportation	Eff. 11/30/2022
Randi Connell	Playground Aide	Central Int.	Eff. 11/7/2022
Holley McQuade	Secretary	9th Grade	Eff. 11/1/2022
Edith Castro	Cook	Child Nutrition	Eff. 10/3/2022
Jenna Newell	Transportation Aide	Transportation	Eff. 8/29/2022
Stevie Marshall	Playground Aide	North Elem.	Eff. 11/8/2022

Bixby Board of Education Special Meeting
Friday, December 2, 2022
North Elementary
7101 East 121st St. So.
Bixby, OK 74008

Attendance Taken at 8:30 AM.

Justin Cheatham: Absent
Matt Dotson: Present
Tristy Fryer: Present
Julie Prox: Present
Amanda Stephens: Present
Present: 4, Absent: 1.

1. As required by Sec. 311, Title 25 of the Oklahoma Statutes, notice is hereby given the Board of Education of Independent School District No.4, Tulsa County, Oklahoma, will hold a Special Meeting on Friday, December 2, 2022 at 8:30 a.m. beginning at Bixby North Elementary School, 7101 East 121st St S, Bixby, OK. and concluding at Bixby Ninth Grade Center, 301 S. Riverview Dr, Bixby, OK.

2. Call meeting to Order/Roll Call

3. BPS Curriculum Showcase- Tour of select facilities by the Board of Education led by the superintendent and staff. Sites will be visited in the order provided below. No action is required by the Board of Education.

1. North Elementary: 7101 East 121st St S, Bixby, OK. - Teacher presentations related to student behavior strategies, literacy instruction, and progress monitoring tools.
2. East Intermediate: 11901 East 131st St S. Broken Arrow, OK. - Teacher presentations related to science instruction and Project Lead The Way (PLTW) curriculum.
3. High School: 601 S Riverview Dr, Bixby, OK. - Teacher presentations related to instruction in Art and American Sign Language (ASL).
4. Ninth Grade Center: 301 S Riverview Dr, Bixby, OK. - Teacher presentation on Math "Krypto" activity.

4. LUNCH BREAK (apprx 11:45 am - 12:15 pm): Ninth Grade Center Meeting Room

5. Superintendents Report - no action required by the Board of Education

- Strategic Plan Goal Update and Discussion
- Presentation on Benefits-Based Accountability System

6. Vote to Adjourn

At 1:30 p.m. approval of adjourning. Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin Cheatham: Absent
Matt Dotson: Yea
Tristy Fryer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 4, Nay: 0, Absent: 1

President

Vice President

Clerk

Member

Member

**2022-2023
CERTIFIED PERSONNEL
EMPLOYMENT**

TEMPORARY CONTRACT

EMPLOYMENT 2022-2023

Jonathan Aven	Asst Director	Transportation	Eff. 1/3/2023
Cammie Flanagan	Teacher	High School	Eff. 12/12/2022

RESIGNATION AGREEMENTS

Brittany Crowl	Teacher	East Elementary	Eff. 11/11/2022
Morgan Creekmore	Teacher	Middle School	Eff. 12/2/2022

2022-2023
SUPPORT PERSONNEL

EMPLOYMENT FOR THE 2022-2023 SCHOOL YEAR
SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT

VOLUNTEER COACHING

TEMPORARY EMPLOYMENT

ADJUNCT EMPLOYMENT 2022-2023

EMPLOYMENT 2022-2023

Thomas Brown	Bus Driver	Transportation	Eff. 12/6/2022
Jennifer Hernandez	Cafeteria Manager	Child Nutrition	Eff. 11/14/2022
Roy Houston	Paraprofessional	High School	Eff. 12/12/2022
Shauna Merbouhi	Paraprofessional	East Elementary	Eff. 11/16/2022
Bridget Palmer	Transportation Aide	Transportation	Eff. 11/14/2022
Alexis Richardson	Paraprofessional	West Elementary	Eff. 11/29/2022
Patricia Richardson	Food Service Asst.	Child Nutrition	Eff. 11/14/2022
Elizabeth Sundstrom	Paraprofessional	Middle School	Eff. 12/1/2022

RESIGNATION AGREEMENTS

Angel Amora	Lunch Clerk	Child Nutrition	Eff. 11/14/2022
Leslie Bennett	Paraprofessional	West Elementary	Eff. 11/15/2022
Shyanne Chewning	Paraprofessional	High School	Eff. 11/30/2022
Alexis Richardson	Paraprofessional	West Elementary	Eff. 12/1/2022