

Bixby Board of Education Regular Meeting
Thursday, February 9, 2023 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: Present

Tristy Fryer: Present

Julie Prox: Present

Amanda Stephens: Present

Present: 5.

1. Call Meeting to Order/Roll Call

- Pledge of Allegiance and Oklahoma Flag Salute led by North Intermediate students Ashton Piershale and Andi Kochner.

2. Reports to The Board

2.1. Special Recognition - Bixby Middle School Cheer and Robotics Teams

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

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, consideration and vote to approve or not to approve 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 with the change of Rhonda Taylor to Robin Taylor. Passed with a motion by Justin Cheatham 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 January 12, 2023 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 the Middle School Robotics Team request to participate in the National Robotics Invitational Championship in Council Bluff, IA from 3-26-23 to 3-30-23
- 4.5. Approval of the BHS JROTC to participate in the JROTC Drill Competition in Bel Aire, Kansas on 3-4-23
- 4.6. Approval of a Student Teaching Affiliation Agreement with Grand Canyon University for the remainder of the 2022-2023 fiscal year
- 4.7. Extended Medical Leave - Support - Middle School - 1/24/23-3/20/23
- 4.8. FMLA - Administration - Support - 2/22/23-3/8/23
- 4.9. FMLA - Central Elementary - Certified - 12/2/23-1/12/23
- 4.10. Medical Leave - North Elementary - Support - 1/17/23-3/1/23
- 4.11. Employment, Resignation, Retirement - Certified Personnel - per attached
- 4.12. Employment, Resignation, Retirement - Support Personnel - per attached

5. **Finance**

- 5.1. Discussion and possible board action regarding a contract with Jenkins & Kemper CPA for the 2022-2023 audit and the 2023-2024 fiscal year.

Approval of a contract with Jenkins & Kemper CPA for the 2022-2023 audit and the 2023-2024 fiscal year. Passed with a motion by Matt Dotson 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

5.2. Discussion and possible board action regarding a Group Sales Contract Agreement with the Marriott Tulsa Hotel Southern Hills.

Approval of a Group Sales Contract Agreement with the Marriott Tulsa Hotel Southern Hills for the Employee Appreciation Banquet. 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. **Teaching and Learning** - No items this month.

7. **Operations**

7.1. Discussion and possible board action regarding a new activity fund account for the High School Esports Team.

Approval of a new activity fund account for the High School Esports Team. 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

7.2. Discussion and possible board action regarding Policy 2116 *Administration of Medication and Sunscreen to Students*.

Approval of Policy 2116 Administration of Medication and Sunscreen to Students. Passed with a motion by Matt Dotson and a second by Amanda Stephens.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Tristy
Fryer: Yea

Julie
Prox: Yea

Amand
a
Stephen
s: Yea

Yea: 5, Nay: 0

7.3. Discussion and possible board action regarding declaring items as surplus to be disposed of according to Oklahoma Statutes.

Approval of declaring presented items as surplus to be disposed of according to state statutes Passed with a motion by Matt Dotson and a second by Julie Prox.

Justin
Cheatha
m: 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 any resignations submitted after the agenda was posted.

9. New Business

10. Vote to adjourn

At 7: 29 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

Bixby Board of Education Regular Meeting
Thursday, January 12, 2023
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 West Intermediate students, Ben Lawson & Evan Dean.

2. Reports to The Board

2.1. Special Recognition

2.1.1. Community "S-Partner" Award - Mabrey Bank

2.1.2. Spartan Spirit Award - Stephanie Beasley

2.1.3. Spartan Coin of Excellence

- Bixby cheerleaders Haylie Hill and Sydney Dale, OCA All-State
- Spartan Football Seniors, Coaches, and Trainers
 - 2022 State Champions and Academic State Champions

2.2. Superintendent's Report - Rob Miller

- Update on High School Academic Building - Nabholz and KKT
 - Board President moved to Section 7.1 and 7.2 and then returned to 2022 Bond Update
- Update on 2022 Bond Status

2.3. Financial Operations Report - Mike Anthony

3. Comments from the Public - None

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4. General Consent Agenda - Discussion and possible Board action to approve or not to approve Items #1-13. (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 #1-13 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 December 8, 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 an Agreement with Cooking for Kids: Culinary Training for School Nutrition Professionals for the use of our facility for training purposes at a cost of \$500 per day

4.5. FMLA - Support - Middle School - 12/17/22-1/6/23

4.6. Medical Leave - Certified - East Intermediate - 12/12/22-1/6/23

4.7. FMLA - Certified - NE/EE - 11/17/22-1/2/23

4.8. Extended Medical Leave - Support - North Elementary - 2/4/23-2/27/23

4.9. FMLA - Certified - Administration - 12/13/22-12/16/22

4.10. FMLA - Certified - Central Intermediate - 1/17/23-3/1/23

4.11. Medical Leave - Support - North Elementary - 1/3/23-2/10/23

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

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

5. Finance

5.1. Discussion and possible board action regarding the purchase of two (2) Blue Bird Type D Activity buses from Ross Transportation at a cost of \$222,619.00 each, total cost of \$445,238.00. Funds will come from the 2022 transportation bond proceeds.

Approval of the purchase of two (2) Blue Bird Type D Activity buses from Ross Transportation at a cost of \$222,619.00 each, total cost of \$445,238.00. Funds will come from the 2022 transportation bond proceeds. 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. Teaching and Learning - No items this month

7. Operations

7.1. Discussion and possible board action regarding Guaranteed Maximum Price (GMP) Amendment #7 for the High School Academic Building in the amount of \$39,673,724.00.

Approval of the Guaranteed Maximum Price (GMP) Amendment #7 for the High School Academic Building in the amount of \$39,673,724.00. 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

7.2. Discussion and possible board action to approve Nabholz Change Orders #12 to #14, and #16 through #19 for the BHS Academic Building at a cost of \$465,321.80.

Approval of the Nabholz Change Orders #12 to #14, and #16 through #19 for the BHS Academic Building at a cost of \$465,321.80. 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 a service agreement with John Turner and bravED to support the implementation of a Benefits-Based School and District Accountability System. The first year costs of \$43,000 will be funded from the district's innovative grant fund.

Approval of a service agreement with John Turner and bravED to support the implementation of a Benefits-Based School and District Accountability System. The first year costs of \$43,000 will be funded from the district's innovative grant fund. Name was corrected to John Tanner. 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

7.4. Discussion and possible Board action concerning proposed changes to BPS Policy 3105, Material Selection Policy.

Approval of the changes to BPS Policy 3105, Material Selection 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

7.5. Discussion and possible Board action concerning proposed changes to BPS Policy 2135, Student Activities: Eligibility.

Approval of the changes to BPS Policy 2135, Student Activities: Eligibility. 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

7.6. 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. 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. Human Resources

8.1. Discussion and possible board action regarding any resignations submitted after the agenda was posted.

9. Miscellaneous

9.1. Discussion and possible board action regarding the engagement of Bixby Public Schools with Scott McDaniel of McDaniel Acord PLLC in the matter of Bixby Public Schools, et. al. intervening in the Oklahoma Supreme Court Case Ind. School Dist #52, et.al v. Hofmeister, et.al. State Aid Recoupment Dispute at a maximum expense to Bixby Public Schools of \$5,000.00.

Approval of the engagement of Bixby Public Schools with Scott McDaniel of McDaniel Acord PLLC in the matter of Bixby Public Schools, et. al. intervening in the Oklahoma Supreme Court Case Ind. School Dist #52, et.al v. Hofmeister, et.al. State Aid Recoupment Dispute at a maximum expense to Bixby Public Schools of \$5,000.00. 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

10. Executive Session

10.1. Discussion and possible board action about holding executive session to discuss the evaluation of the Superintendent (25 O.S. Sec. 307 (B)(1) and (B)(7)).

At 8:16 p.m. approval of holding executive session to discuss the evaluation of the Superintendent (25 O.S. Sec. 307 (B)(1) and (B)(7)). 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

10.2. Vote to acknowledge return to open session.

At 9:30 p.m. approval of returning to open session Passed with a motion by Justin Cheatham 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

10.3. Statement by Board president of executive session minutes.

11. **New Business**

12. **Vote to adjourn**

At 9:32 p.m. approval of adjourning. 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**

TEMPORARY CONTRACT

EMPLOYMENT 2022-2023

| | | | |
|---------------|---------|---------------|----------------|
| Jordyn Oxford | Teacher | Middle School | Eff. 1/09/2023 |
|---------------|---------|---------------|----------------|

RESIGNATION AGREEMENTS

| | | | |
|------------------|---------|-----------------|-----------------|
| Brittany Crowl | Teacher | East Elementary | Eff. 11/11/2022 |
| Morgan Creekmore | Teacher | Middle School | Eff. 12/2/2022 |
| Samantha Bass | Teacher | Central Elem. | Eff. 12/16/2022 |
| Javier Arellano | Teacher | Middle School | Eff. 1/13/2023 |

2022-2023
SUPPORT PERSONNEL

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

VOLUNTEER COACHING

TEMPORARY EMPLOYMENT

| | | | |
|----------------|-----------------|---------------|----------------|
| Ethan Smith | Immigrant Tutor | HS/9GC | Eff. 1/3/2023 |
| Candice Miller | Title I Tutor | Central Elem. | Eff. 1/11/2023 |

ADJUNCT EMPLOYMENT 2022-2023

EMPLOYMENT 2022-2023

| | | | |
|-------------------|----------------------|-----------------|-----------------|
| Julie Adams | Interventionist Para | Central Elem. | Eff. 11/28/2022 |
| Shirley Clanton | Food Service Asst. | Child Nutrition | Eff. 1/12/2023 |
| Madeline Davis | Paraprofessional | Central Elem. | Eff. 1/3/2023 |
| Jamie Finley | Counselors Secretary | 9th Grade Ctr | Eff. 1/3/2023 |
| Shaina Jeffries | Library Media Asst. | East Elem. | Eff. 12/12/2022 |
| Alexandra Mendoza | Transportation Aide | Transportation | Eff. 12/12/2022 |
| Samra Mumtaz | Records Clerk | East Elem. | Eff. 1/3/2023 |
| Jerry Philpott | Bus Driver | Transportation | Eff. 1/10/2023 |
| Allison Streck | Paraprofessional | West Elem. | Eff. 12/14/2022 |
| Sandra Williams | Bus Driver | Transportation | Eff. 1/10/2023 |

RESIGNATION AGREEMENTS

| | | | |
|-----------------|---------------------|-----------------|-----------------|
| Brenda Booth | Food Service Asst. | Child Nutrition | Eff. 12/16/2022 |
| Kirian Fontana | Food Service Asst. | Child Nutrition | Eff. 12/09/2022 |
| Thomas Brown | Bus Driver | Transportation | Eff. 12/16/2022 |
| Denisse Medrano | Paraprofessional | East Elem. | Eff. 1/13/2023 |
| Julie Kelley | Bus Driver | Transportation | Eff. 1/11/2023 |
| Ashley Griffin | Paraprofessional | East Elem. | Eff. 1/31/2023 |
| Donna Hinton | Transportation Aide | Transportation | Eff. 1/11/2023 |

TERMINATIONS

**2022-2023
CERTIFIED PERSONNEL
EMPLOYMENT**

TEMPORARY CONTRACT

EMPLOYMENT 2022-2023

| | | | |
|---------------------|---------|-------------|---------------|
| Lacy Henry-Fournier | Teacher | High School | Eff. 2/6/2023 |
|---------------------|---------|-------------|---------------|

RESIGNATION AGREEMENTS

| | | | |
|----------------|------------------|---------------|----------------|
| Jeri Melton | Dean of Students | MS | Eff. 1/25/2023 |
| Shannon Altom | Teacher | High School | Eff. 2/1/2023 |
| Dale Fehl | Teacher | High School | Eff. 1/27/2023 |
| Devin Martinez | Teacher | Middle School | Eff. 2/2/2023 |

Submitted to Board of Education February 9th, 2023

**2022-2023
SUPPORT PERSONNEL**

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

VOLUNTEER COACHING

| | | | |
|---------------|---------------------------|----|----------------|
| Rhonda Taylor | Asst Varsity Girls Soccer | HS | Eff. 2/15/2023 |
|---------------|---------------------------|----|----------------|

TEMPORARY EMPLOYMENT

| | | | |
|----------------|---------------|---------------|----------------|
| Candice Miller | Title I Tutor | Central Elem. | Eff. 1/10/2023 |
|----------------|---------------|---------------|----------------|

ADJUNCT EMPLOYMENT 2022-2023

| | | | |
|---------------|------------------------------|----|----------------|
| Seth Coltrane | Asst Strength & Conditioning | HS | Eff. 2/06/2023 |
|---------------|------------------------------|----|----------------|

EMPLOYMENT 2022-2023

| | | | |
|-------------------|------------------|----------------|----------------|
| Allison Ballenger | Paraprofessional | High School | Eff. 1/26/2023 |
| Rebecca Mott | Bus Driver | Transportation | Eff. 1/18/2023 |
| Jessica Wilhite | Paraprofessional | Central Elem. | Eff. 1/26/2023 |

RESIGNATION AGREEMENTS

| | | | |
|------------|------------------|--------------|----------------|
| Amy Rogers | Attendance Clerk | Central Int. | Eff. 1/27/2023 |
| John James | Maintenance | Maintenance | Eff. 1/13/2023 |

TERMINATIONS