

Bixby Board of Education Regular Meeting 1
Thursday, December 12, 2019 Bixby Board of Education Regular Meeting 1
Administrative Center 109 N. Armstrong Bixby, OK 74008
109 N Armstrong St
Bixby, OK 74008

Attendance Taken at 6:26 PM.

Justin Cheatham: Absent

Matt Dotson: Absent

Lisa Kramer: Present

Julie Prox: Present

Amanda Stephens: Present

Present: 3, Absent: 2.

1. **Call Meeting to Order/Roll Call** - Pledge of Allegiance led by Jimmy Harris and Aaliyah Bernal from Bixby North Intermediate School.
2. **Reports to The Board**
 1. **Special Recognition**
 1. Spartan Spirit Award - Shay Pool, Middle School
 2. Community Partner Award - Bixby Sheep Boutique, Christine MacDonald and Kim King
 3. Spartan Coin of Excellence - All-State Choir Selectees: BMS students Kara Kennedy, Lydia Sudler, Will Craddock, Elizabeth Thornton, and Jack Wignall
 4. Spartan Coin of Excellence - Pride of Bixby Marching Band Seniors
 2. Superintendent's Report - Rob Miller
 3. Facilities Update
 4. Monthly Budget Report - Mike Anthony
3. **Comments from the Public**
 1. Speakers must identify themselves.
 2. Each Speaker is given a maximum of three (3) minutes.
 3. In order to avoid repetitious information, a single spokesperson will be selected by groups desiring to address the board.
 4. Total time allocated to this item is thirty (30) minutes.

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.
 6. Speakers may not use profanity at a School Board meeting. Patrons conducting themselves in this manner may be asked to leave the meeting.
 7. The president reserves the right to interrupt this section and move to the next item.
 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 #4.1-4.16. (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 #4.1-4.16 as presented. Passed with a motion by Lisa Kramer and a second by Julie Prox.

Justin
Cheatham: Absent

Matt
Dotson: Absent

Lisa
Kramer: Yea

Julie Prox: Yea

Amanda
Stephens: Yea

Yea: 3, Nay: 0, Absent: 2

1. Minutes of November 14, 2019 Regularly Scheduled Board Meeting

2. Activity Fund Summary of Accounts and Transfer Requests
 3. Encumbrances and Change Orders for FY 2020 General Fund, Building Fund, Child Nutrition Fund, Sinking Fund, Bond Funds 31-39 and Bond/Lease Purchase Orders per attached encumbrance registers
 4. Approval of an agreement for Employee Assistance Program services with Community Care for 2019-20 fiscal year
 5. Approval of an agreement for electronic flyer distribution with Peachjar, Inc for the 2019-20 fiscal year.
 6. Approval of a Facilities Use Agreement with Whitey Ford Basketball for the 2019-20 fiscal year
 7. Approval of a Facilities Use Agreement with Bixby Wrestling Club for the 2019-20 fiscal year
 8. Medical Leave - Support - Middle School - 10/22/19 to 1/21/20
 9. FMLA - Support - Transportation - 12/09/19 to 1/26/2020
 10. Medical Leave - Certified - NEEI - 10/29/2019 to 11/26/2019
 11. FMLA - Support - Transportation - 12/18/2019 to 1/5/20
 12. Medical Leave - Certified - High School - 11/20/19 to 12/20/19
 13. FMLA - Certified - Middle School - 1/23/20 to 4/23/20
 14. FMLA - Certified - Middle School - 12/2/19 to 1/17/20
 15. Employment, Resignation, Retirement - Certified Personnel - per attached
 16. Employment, Resignation, Retirement - Support Personnel - per attached
5. **Finance**
1. Discussion, consideration, and vote to approve or not to approve revised Policy 6108 Activity Funds.

Approval of revised Policy 6108 Activity Funds. Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Absent
m:

Matt
Dotson: Absent

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 3, Nay: 0, Absent: 2

6. **Teaching and Learning**

1. Presentation of Oklahoma State Department Differentiated Monitoring Result for District Special Education Services. No action required by the Board of Education.
2. Discussion, consideration, and vote to approve or not to approve revised Policy 4163 Substitute Teachers.

Approval of revised Policy 4163 Substitute Teachers. Passed with a motion by Julie Prox and a second by Lisa Kramer.

Justin
Cheatha Absent
m:

Matt
Dotson: Absent

Lisa Yea
Kramer

:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 3, Nay: 0, Absent: 2

3. Discussion, consideration, and vote to approve or not to approve an agreement with RehabSources For Kids (RFK) for psychometric testing services for the 2019-20 fiscal year.

Approval of an agreement with RehabSources For Kids (RFK) for psychometric testing services for the 2019-20 fiscal year. Passed with a motion by Amanda Stephens and a second by Lisa Kramer.

Justin
Cheatha Absent
m:

Matt
Dotson: Absent

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 3, Nay: 0, Absent: 2

4. Discussion, consideration and vote to approve or not to approve an agreement with Oral Roberts University for Teacher Education Programs.

Approval of an agreement with Oral Roberts University for Teacher Education Programs. Passed with a motion by Lisa Kramer and a second by Julie Prox.

Justin
Cheatha Absent
m:

Matt
Dotson: Absent

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 3, Nay: 0, Absent: 2

7. **District Services**

1. Discussion, consideration and vote to approve or not to approve the use of Job Order Contracting as a project delivery method for Bixby Schools.

Approval of the use of Job Order Contracting as a project delivery method for Bixby Schools. Passed with a motion by Julie Prox and a second by Lisa Kramer.

Justin Absent
Cheatha

m:

Matt
Dotson: Absent

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 3, Nay: 0, Absent: 2

2. Discussion, consideration and vote to approve or not to approve an agreement with MailFinance for postage machine rental.

Approval of an agreement with MailFinance for postage machine rental. Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Absent
m:

Matt
Dotson: Absent

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 3, Nay: 0, Absent: 2

3. Discussion of possible revisions to Policy 6109 Fundraising Activities to include crowd-funding. No action required by the Board of Education.
4. Discussion, consideration and vote to approve or not to approve 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 Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Absent
m:

Matt
Dotson: Absent

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 3, Nay: 0, Absent: 2

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

9. **New Business**

10. **Vote to adjourn**

At 7:58 p.m. approval of adjourning Passed with a motion by Julie Prox and a second by Lisa Kramer.

Justin
Cheatham: Absent

Matt
Dotson: Absent

Lisa
Kramer: Yea

Julie Prox: Yea

Amanda
Stephens: Yea

Yea: 3, Nay: 0, Absent: 2

President

Vice President

Clerk

Member

Member

Bixby Board of Education Regular Meeting 1
Thursday, November 14, 2019
Administrative Center
109 N Armstrong St
Bixby, OK 74008

Attendance Taken at 6:00 PM.

Justin Cheatham: Present
Matt Dotson: Present
Lisa Kramer: Present
Julie Prox: Present
Amanda Stephens: Present
Present: 5.

1. **Call Meeting to Order/Roll Call** - Pledge of Allegiance led by Henley Leu and Landry Flowers from Bixby North Elementary School

2. Reports to the Board

2.1. Special Recognition

- 2.1.1. Community Partner Award - Tristesse Grief Center
- 2.1.2. Spartan Spirit Award - Penny Rogers, District United Way/BOC Coordinator
- 2.1.3. Spartan Coin of Excellence - Tiffany McGrew
- 2.1.4. Spartan Coin of Excellence - 2019 BHS National Merit Semi-Finalists

2.2. Superintendent's Report - Rob Miller

2.3. Facilities Update - Mark Deibert

2.4. 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 #4.1-4.15. (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 #4.1-4.15 as presented. Passed with a motion by Julie Prox and a second by Matt Dotson.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

4.1. Minutes of October 10, 2019 Regularly Scheduled Board Meeting

4.2. Minutes of November 1, 2019 Special Board Meeting

4.3. Activity Fund Summary of Accounts and Transfer Requests

4.4. Encumbrances and Change Orders for FY 2020 General Fund, Building Fund, Child Nutrition Fund, Sinking Fund, Bond Funds 31-39, Bond/Lease and Payroll Encumbrances per attached encumbrance registers

4.5. MCJROTC request to participate in the Military Skills and Drill Competition at Grand Prairie High School in Grand Prairie, TX on 12/6/19 to 12/7/19

4.6. MCJROTC request to participate in the Military Skills and Drill Competition at Allen High School in Allen, TX on 1/17/20 to 1/18/20

4.7. Bixby Wrestling request to participate in the Texas Outlaw Wrestling Tournament in Allen, TX on 1/2/20 to 1/4/20

4.8. Contract services with Community Care Employee Assistance Program for calendar year, through December 2020.

4.9. Medical Leave - Central Elementary - Certified - 2/26/20 to 4/20/20

4.10. FMLA - North Elementary - Support - 12/16/19 to 1/3/20

4.11. FMLA - Athletics - Certified - 11/14/19 to 1/5/20

4.12. FMLA - Central Elementary - Certified - 11/5/19 to 12/17/19

4.13. FMLA - Middle School - Certified - 1/23/20 to 4/23/20

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

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

5. Finance

5.1. Presentation of the 2018-2019 Audit by Jenkins & Kemper, CPAs. Information only. No action required by the Board of Education.

6. Teaching and Learning

6.1. Discussion, consideration, and vote to approve or not to approve changes to the BPS 2020-2021 Academic Calendar.

Approval of changes to the BPS 2020-2021 Academic Calendar adding three Professional Development days on September 4th, October 19th and February 12th. Passed with a motion by Justin Cheatham and a second by Lisa Kramer.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

6.2. Discussion, consideration and vote to approve or not to approve the 2019-2020 Professional Development Committee.

Approval of the 2019-2020 Professional Development Committee. Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

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

Jamie Milligan reported on this information.

6.4. Discussion, consideration and vote to approve or not to approve a contract with the YWCA for Student Support Services.

Approval of a contract with the YWCA for Student Support Services. Passed with a motion by Julie Prox and a second by Lisa Kramer.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea

Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

6.5. Discussion, consideration and vote to approve or not to approve an agreement with Instructure for the ePortfolio Subscription and Digital Link from 1/1/20 to 6/30/20 at a cost of \$10,340.00.

Approval of an agreement with Instructure for the ePortfolio Subscription and Digital Link from 1/1/20 to 6/30/20 at a cost of \$10,340.00. Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

7. District Services

7.1. Discussion, consideration and vote to approve or not approve the Bixby Public Schools Board of Education Notice of Schedule of Regular Meetings for the Calendar Year 2020.

Approval of the Bixby Public Schools Board of Education Notice of Schedule of Regular Meetings for the calendar year 2020. Passed with a motion by Amanda Stephens and a second by Lisa Kramer.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

7.2. Discussion, consideration and vote to approve or not to approve 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 Lisa Kramer and a second by Justin Cheatham.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: 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 Policy 6156 BPS Employee Voluntary Bereavement Program (BEVBP).

Approval of revised Policy 6156 BPS Employee Voluntary Bereavement Program (BEVBP). Passed with a motion by Julie Prox and a second by Lisa Kramer.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

9. Miscellaneous

9.1. Discussion, consideration, and vote to approve or not to approve Policy 2169, Service Animals.

Approval of Policy 2169, Service Animals. Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

10. New Business

11. Vote to adjourn

At 7:42 p.m. approval to adjourn. Passed with a motion by Julie Prox and a second by Lisa Kramer.

Justin Cheatham: Yea
Matt Dotson: Yea
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 5, Nay: 0

President

Vice President

Clerk

Member

Member

SUPPORT PERSONNEL
EMPLOYMENT FOR THE 2019-2020 SCHOOL YEAR
SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT

Lindsay Bridges	Custodian	Eff. Oct. 14, 2019 Outer Buildings
Cassandra Brown	Custodian	Eff. Nov. 11, 2019 Middle School
Laura Camacho	Custodian	Eff. Oct. 15, 2019 Middle Schools
Eric Carter	Paraprofessional	Eff. Nov. 11, 2019 Middle School
Lisa Gonzalez	Custodian	Eff. Oct. 14, 2019 High School
Stephanie Huerta	Behavior Tech	Eff. Oct. 8, 2019 Northeast Elem/Int
Lindsey Medina	Custodian	Eff. Nov. 11, 2019 North Intermediate
Regina Morse	Playground Aid	Eff. Oct. 9, 2019 Northeastg
Virginia Perez	Custodian	Eff. Oct. 28, 2019 Northeast Intermediate
Martha Shropshire	FS Asst	Eff. Nov. 5, 2019 Middle School

TEMPORARY EMPLOYMENT

Beth Brady	RSA Tutor
Ruth Plaster	RSA Tutor

VOLUNTEER COACHING

Cyprian Hedrick	Asst Boys Soccer
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SUPPORT PERSONNEL

RESIGNATION

Kylee Barnes	Custodian	Eff. Nov. 5, 2019 District Wide
Marissa Herrera	FS Asst	Eff. Oct. 30, 2019 High School
Paul Lopez	Maintenance	Eff. Oct. 11, 2019 District Wide
Jill McNally	Bldg Secretary	Eff. Nov. 15, 2019 Middle School
Justin Shaughnessy	Maintenance	Eff. Nov. 8, 2019 District Wide
Keith Tulsa	Maintenance	Eff. Oct. 11, 2019 District Wide

TERMINATED

Anita Rickner	Paraprofessional	Eff. Oct. 29, 2019 Central Intermediate
Ashlyn Rickner	Custodian	Eff. Oct. 10, 2019 District Wide

CERTIFIED PERSONNEL EMPLOYMENT

Kim Fahrion	1 st Grade Teacher	Eff. Dec. 9, 2019 Central Elementary
Katherine Robinson	Special Education Teacher	Eff. Dec. 2, 2019 Northeast Elem/Int.

TEMPORARY CONTRACT

VIRTUAL COURSE TEACHER

CERTIFIED PERSONNEL RESIGNATION AGREEMENTS

SUPPORT PERSONNEL
EMPLOYMENT FOR THE 2019-2020 SCHOOL YEAR
SUBJECT TO JOB ASSIGNMENT BY THE SUPERINTENDENT

Robin Adamson	Paraprofessional	Eff. 11/21/2019 9 th Grade Center
Miki Bray	Paraprofessional	Eff. Nov. 19,, 2019 Central Elementary
Haley Chipol	ELL Paraprofessional	Eff. Dec. 10, 2019 Middle School
Ryan Davis	Support Technician	Eff. Nov. 18, 2019 Technology
Annia Houskeeper	Paraprofessional	Eff. Dec. 10, 2019 North Intermediate
Hayden Jackson	Paraprofessional	Eff. Nov. 8, 2019 North Intermediate
Carol Moshiri	Paraprofessional	Eff. Dec. 16, 2019 Central Intermediate
Kelli Samuel	Recess Aide	Eff. Dec. 2, 2019 Central Elementary
Carolyn Shirley	Recess Aide	Eff. Nov. 15, 2019 North Intermediate
Jana Womack	Paraprofessional	Eff. Dec. 3, 2019 Central Elementary

TEMPORARY EMPLOYMENT

Beth Brady	RSA Tutor
Ruth Plaster	RSA Tutor

VOLUNTEER COACHING

SUPPORT PERSONNEL

RESIGNATION

Alleah Baker	Paraprofessional	Eff. Nov. 15, 2019 9 th Grade
Ashley Browning	Admin Asst	Eff. Dec. 31,2019 Administration
Wayne Jennings	Playground Aide	Eff. Nov. 21, 2019 Central Elementary
Shelley Pittillo	Paraprofessional	Eff. Nov. 18, 2019 High School

TERMINATED

Ryan Davis	Support Technician	Eff. Nov. 18, 2019 Technology
Zach Knapp	Paraprofessional	Eff. Nov. 11, 2019 Central Intermediate