

Bixby Board of Education Regular Meeting
Thursday, January 16, 2020 Bixby Board of Education Regular Meeting
Administrative Center 109 N. Armstrong Bixby, OK 74008
109 N Armstrong St
Bixby, OK 74008

Attendance Taken at 6:33 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 NEE students Tylar Lane and Tucker Meek

2. **Reports to The Board**

1. **Special Recognition**

1. Community Partner Award - Keller William Preferred Realtor

2. Spartan Spirit Award - Richard Walters, Maintenance Lead

3. Spartan Coin of Excellence - Bixby HS Football Seniors and coaching staff

2. Superintendent's Report - Mr. Miller

3. Facilities Update - Mr. Deibert

4. Monthly Budget Report - Mr. 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 #4.1-4.18. (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 #4.1-4.18 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

1. Minutes of December 12, 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 #16 per attached encumbrance registers
4. Approval of an agreement with the Bixby Swim Club for use of facilities
5. Approval of an agreement with Roller's Academy of Wrestling for use of facilities
6. Approval of Bixby High School Choirs request to participate in a clinic at Southern Methodist University in Dallas, Texas on May 1-3, 2020
7. Approval of Bixby High School Baseball request to participate in a tournament in Richardson, Texas on March 12-14, 2020
8. Approval of the MCROTC request to participate in the Military Skills and Drill Competition at College Park High School in Shreveport, LA on February 28 to March 1, 2020
9. Approval of Drama, Debate and Speech request to participate in a NIETOC Tournament at Wichita East High School in Wichita, KS on February 7-8, 2020
10. Approval of Drama, Debate and Speech request to participate in NIETOC Tournament at Lansing High School in Lansing, KS on January 24-25, 2020
11. Approval of an agreement with Oklahoma Secondary School Activities Association for conducting a Pilot Cooperative Activities Program
12. Approval of the renewal of an agreement with Intrado for the School Messenger service at a cost of \$8,400
13. Medical Leave Extended - Certified - Central Intermediate - 1/6/2020 to 4/3/2020
14. FMLA - Support - Administration - 2/18/2020 to 4/17/2020
15. FMLA - Certified - North Elementary - 2/24/2020 to 5/20/2020
16. Medical Leave Extended - Support - Northeast - 1/6/2020 to 3/23/2020
17. Employment, Resignation, Retirement - Certified Personnel - per attached
18. Employment, Resignation, Retirement - Support Personnel - per attached
5. **Finance** - No items
6. **Teaching and Learning** - No items
 1. Discussion, consideration, and vote to approve or not to approve a change to the Bixby Public Schools 2020-2021 Academic Calendar

7. District Services

1. Discussion, consideration and vote to approve or not to approve the lowest responsible bidders for custodial services for Bixby Public Schools.

Approval of Entrust 1 and SG360 for custodial services for the next four months Feb 15 through May 31, 2020 Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

2. Discussion, consideration and vote to approve or not to approve a contract with the Mabee Center for the Bixby High School Graduation on May 7, 2020.

Approval of a contract with the Mabee Center for the Bixby High School Graduation on May 7, 2020. Passed with a motion by Lisa Kramer and a second by Matt Dotson.

Justin Yea
Cheatha

m:

Matt
Dotson: Yea

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

3. 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 Yea
m:

Matt
Dotson: Yea

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

8. **Human Resources**

1. Discussion, consideration, and vote to approve or not to approve recommended assignment of site principals for West Elementary and West Intermediate Schools for the 2020-2021 school year.

Approval of Libby McNamara as West Elementary Principal and Brenda Shaw as West Intermediate Principal Passed with a motion by Amanda Stephens and a second by Julie Prox.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

9. **Executive Session**

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 8:39 p.m. approval to go to executive session Passed with a motion by Julie Prox and a second by Justin Cheatham.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

2. Vote to acknowledge return to open session.

At 9:32 p.m.app Passed with a motion by Julie Prox and a second by Lisa Kramer.

Justin
Cheatha Yea
m:

Matt
Dotson: Yea

Lisa
Kramer Yea
:

Julie
Prox: Yea

Amand
a
Stephen Yea
s:

Yea: 5, Nay: 0

3. Statement by Board president of executive session minutes.

10. New Business

11. Vote to adjourn

At 9:33 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 Yea

Stephens:

Yea: 5, Nay: 0

President

Vice President

Clerk

Member

Member

Bixby Board of Education Regular Meeting
Thursday, December 12, 2019
Administrative Center
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.

Special recognition was done before the meeting was called to order. We did not have a quorum until Lisa Kramer arrived and then meeting was called to order.

2. Reports to The Board

2.1. Special Recognition

2.1.1. Spartan Spirit Award - Shay Pool, Middle School

2.1.2. Community Partner Award - Bixby Sheep Boutique, Christine MacDonald and Kim King

2.1.3. Spartan Coin of Excellence - All-State Choir Selectees: BMS students Kara Kennedy, Lydia Sudler, Will Craddock, Elizabeth Thornton, and Jack Wignall

2.1.4. Spartan Coin of Excellence - Pride of Bixby Marching Band Seniors

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 #4.1-4.16. (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

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

4.2. Activity Fund Summary of Accounts and Transfer Requests

4.3. 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

4.4. Approval of an agreement for Employee Assistance Program services with Community Care for 2019-20 fiscal year

4.5. Approval of an agreement for electronic flyer distribution with Peachjar, Inc for the 2019-20 fiscal year.

4.6. Approval of a Facilities Use Agreement with Whitey Ford Basketball for the 2019-20 fiscal year

4.7. Approval of a Facilities Use Agreement with Bixby Wrestling Club for the 2019-20 fiscal year

4.8. Medical Leave - Support - Middle School - 10/22/19 to 1/21/20

4.9. FMLA - Support - Transportation - 12/09/19 to 1/26/2020

4.10. Medical Leave - Certified - NEEI - 10/29/2019 to 11/26/2019

4.11. FMLA - Support - Transportation - 12/18/2019 to 1/5/20

- 4.12. Medical Leave - Certified - High School - 11/20/19 to 12/20/19
- 4.13. FMLA - Certified - Middle School - 1/23/20 to 4/23/20
- 4.14. FMLA - Certified - Middle School - 12/2/19 to 1/17/20
- 4.15. Employment, Resignation, Retirement - Certified Personnel - per attached
- 4.16. Employment, Resignation, Retirement - Support Personnel - per attached

5. Finance

- 5.1. 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 Cheatham: Absent
Matt Dotson: Absent
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 3, Nay: 0, Absent: 2

6. Teaching and Learning

- 6.1. Presentation of Oklahoma State Department Differentiated Monitoring Result for District Special Education Services. No action required by the Board of Education. – Janice Rogers, Special Education Director
- 6.2. 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 Cheatham: Absent
Matt Dotson: Absent
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 3, Nay: 0, Absent: 2

- 6.3. 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 Cheatham: Absent
Matt Dotson: Absent
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 3, Nay: 0, Absent: 2

6.4. 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 Cheatham: Absent
Matt Dotson: Absent
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 3, Nay: 0, Absent: 2

7. District Services

7.1. 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 Cheatham: Absent
Matt Dotson: Absent
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 3, Nay: 0, Absent: 2

7.2. 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 Cheatham: Absent
Matt Dotson: Absent
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 3, Nay: 0, Absent: 2

7.3. Discussion of possible revisions to Policy 6109 Fundraising Activities to include crowd-funding. No action required by the Board of Education. – Jamie Milligan, discussion only.

7.4. 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 Cheatham: Absent
Matt Dotson: Absent
Lisa Kramer: Yea
Julie Prox: Yea
Amanda Stephens: Yea
Yea: 3, Nay: 0, Absent: 2

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

9. **New Business** - None

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

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

CERTIFIED PERSONNEL EMPLOYMENT

Carrie Schlesner

Special Education Teacher

Eff. Dec. 16, 2019
Central Intermediate

TEMPORARY CONTRACT

VIRTUAL COURSE TEACHER

CERTIFIED PERSONNEL RESIGNATION AGREEMENTS

Tamara Davalos

PE Teacher/Head Girls Soccer Coach

Eff. Jan 6, 2020
High School

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

Katherine Burton	Paraprofessional	Eff. Jan 13, 2020 Middle School
Terra Cruse	Paraprofessional	Eff. Dec. 18, 2019 Northeast Elem/Int
Charlotte Devoe	Paraprofessional	Eff. Jan 8, 2020 High School
Tiffany Gravis	Admin Assistant	Eff. Jan 6, 2020 Admin
Victoria Smith	Counselor Sec	Eff. Jan 6, 2019 Middle School

TEMPORARY EMPLOYMENT

VOLUNTEER COACHING

Chris Griffin	Assistant Wrestling
Eric Guerrero	Assistant Wrestling
Brittany Scrapper	Head Girls Soccer

SUPPORT PERSONNEL
RESIGNATION

Kimberly Clark	Paraprofessional	Eff. Dec. 13, 2019 9 th Grade
Pamela Flaherty	Paraprofessional	Eff. Dec. 20, 2019 Central Elementary
Dax Heginbotham	Custodian	Eff. Jan 24, 2020 Central Elementary
Talyssa McCullough	Food Service Asst	Eff. Jan. 13, 2020 Central Elementary
Osvelia Rodriguez	Food Service Asst	Eff. Dec. 20, 2019 Middle School

TERMINATED

Terra Cruse	Paraprofessional	Eff. Jan. 15, 2020 Northeast Elem/Int.
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Submitted to the Board of Education
January 16 , 2020