

**AGENDA WITH COMMENTARY
REGULAR BOARD MEETING HELD BY THE
PONCA CITY BOARD OF EDUCATION
PONCA CITY INDEPENDENT SCHOOL DISTRICT I-71
ADMINISTRATION CENTER
613 EAST GRAND AVENUE
PONCA CITY, OK 74601
MONDAY, JUNE 13, 2016
6:00 P.M.**

1. CALL TO ORDER

- 1.1 Call Meeting to Order** (President)
- 1.2 Flag Salute**
- 1.3 Roll Call** (Minutes Clerk of the Board)

2. PRESENTATIONS

- 2.1 “System 44” presentation given by Teri Vogele and Lori Cox**
- 2.2 “Corrective Reading” presentation given by Teri Vogele and Jill Henderson**

3. PUBLIC COMMENT

3.1 Comments from the Public

The Ponca City Public School Board of Education recognizes the value to school governance of public comment on educational issues and the importance of involving members of the public in board meetings. The board has established guidelines to govern public participation in board meetings necessary to conduct its meetings and to maintain order. After checking in with the board clerk, individuals or groups wishing to speak during the public comment period must provide the following information, in writing, in order to speak before the board:

- Name and address of the individual
- The agenda action item(s) the individual wishes to address
- The organization the individual represents or is affiliated with, if applicable

Anyone who would like to speak to the board during public comment period of the meeting must check in with the board clerk *at least 15 minutes prior to the start of the board meeting*. There will be a form available they will need to fill out and return to the board clerk before they can be heard by the board.

Participants must be recognized by the president or other presiding officer and must preface their comments by an announcement of their name and group affiliation, if applicable.

Comments of the speaker must relate to an item on the meeting agenda. Generally, participants shall be limited to comment of a maximum of three (3) minutes duration unless altered by the presiding officer, with the approval of the board. All public comments during any one regular meeting shall be limited to no more than fifteen (15) minutes. No participant may speak more than once during a single meeting. All statements shall be directed to the presiding officer; no participant may address or question board members individually.

For more information regarding Speaking Privileges of the Public, please refer to Board Policy 2.4 *Speaking Privileges of the Public*, that is available at the board meeting, or in the board policy manual located on the district website, www.pcps.us, under *Board of Education*.

4. CONSENT CALENDAR

*Motion required: Motion required for the approval of the "Consent Calendar" as printed (or as amended). Board members may, however, call for a vote on each of the items listed on the "Consent Calendar."

4.1	Agenda with Commentary	1-9
4.2	Minutes.....	10-19
4.3	Consent Agenda/Agreements under \$10,000.....	20-24
4.4	Activity Fund Custodians for 2016-17	25
4.5	Administrators Designated for Federal Programs for 2016-17.....	26-27
4.6	Open Transfers for 2016-2017	28-29
4.7	Surplus Resolution.....	30

5. ACTION ITEMS (MOTION REQUIRED)

CONSIDERATION OF AND VOTE TO APPROVE OR NOT APPROVE THE FOLLOWING ITEMS:

5.1 Consideration of and Vote to Approve or Not Approve the Following District Financial Reports.

A.	Amendments to FY16 Budget	31-48
B.	FY16 General Fund Encumbrances #1591-#1642.....	49
C.	FY16 Building Fund Encumbrances #78-#83	50
D.	FY16 Child Nutrition Encumbrances #166-#178.....	51
E.	FY16 Gift Fund Encumbrance #48.....	52
F.	FY16 2013 Construction Bond 31 Encumbrance #20.....	53
G.	FY16 2013 Transportation Bond 32 Encumbrance #7	54
H.	FY16 2014 Construction Bond 33 Encumbrance #9	55
I.	FY16 2015 Construction Bond 34 Encumbrances #40-48	56

J. FY16 Summary Change Order Listing as of 06/06/2016 (Funds 11, 22, 81, LRB Improvement Fund, 31, 32, 33, 34, 36) and 06/08/2016 (Fund 21)..	57-74
K. FY16 Expenditure Summary Reports.....	75-87
L. FY16 Bond Issue Reports	88-93
M. FY16 Activity Fund Reports/Requests	94-99
N. FY17 General Fund Encumbrance #1.....	100
O. Activity Fund Budgets for 2016-2017	101-328
P. Cash Flow Needs Resolution	329
Q. Treasurer's Report	330-333
R. Ratification and approval of Payrolls	

Brenda Storie will answer questions regarding the financial reports included on pages 31-333.

RECOMMENDED ACTION

The Superintendent recommends approval of the financial reports.

5.2 Consideration of and Vote to Approve or Not Approve the Following People for Appointment by the Board for the Following Positions for the 2016-2017 School Year

Commentary:

State Statutes require that the Board appoint these positions annually. Most of the individuals recommended have been serving in these roles for many years. Dr. Pennington would like to recommend their approval.

- Brenda Storie - District Treasurer, District Purchasing Agent and Deputy Minutes Clerk
- Jan Miller - Assistant Treasurer and Minutes Clerk
- Lee Ann Allyn - District Encumbrance Clerk

RECOMMENDED ACTION

The Superintendent recommends approval.

5.3 Consideration of and Vote to Approve or Not Approve Accepting GMP (Guaranteed Maximum Price) for the Washington Elementary Classroom & Restroom Project

Commentary:

Rick Scott Construction Company has submitted the GMP of \$270,702.00 to complete the Washington Elementary Classroom/Restroom Project. The GMP was presented last month as information only; the official document needs approval by the Board. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

5.4 Consideration of and Vote to Approve or Not Approve the District Budget

for FY17

Commentary:

The Board Finance Committee has reviewed the budget and it was presented and discussed at the special meeting prior to this regular meeting. Each Board member received a copy of the budget. Brenda Storie will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 5.5 Consideration of and Vote to Approve or Not Approve a Motion to Authorize A Change in the District’s Representation in the Litigation against the Oklahoma Tax Commission for Corrected Distribution of Motor Vehicle License Revenues, from Gary Watts, General Counsel for the Sand Springs Public Schools, to Riggs, Abney, Neal, Turpen, Orbison and Lewis Law Firm.**

Commentary:

Gary Watts is retiring as of June 30, 2016, as General Counsel for Sand Springs Schools. Riggs, Abney, Neal, Turpen, Orbison and Lewis Law Firm has entered into an agreement to represent the “District Plaintiffs” in litigation against the Oklahoma Tax Commission. This agreement will allow Riggs, Abney, Neal, Turpen, Orbison and Lewis to represent Ponca City Public School District. Dr. Pennington will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 5.6 Consideration of and Vote to Approve or Not Approve a Motion to Authorize Change in the District’s Agreement Approved by the Ponca City Public School Board of Education on March 21, 2016 with Gary Watts. Representation Status for Gary Watts will Change from “General Counsel” to “Coordinating Liaison”. Originally, the Board had Committed \$9,000.00 for this Lawsuit, but however, the Cost, According to the New Agreement, will be \$10,177.00, an Additional Cost of \$1,177.00.**

Commentary:

This Agreement with Gary Watts is necessary in order to avoid additional costs which would occur if Riggs, Abney, Neal, Turpen, Orbison and Lewis Law Firm had to communicate with all plaintiffs. This Agreement is for legal services provided by Gary Watts as the “Coordinating Liaison” wherein Mr. Watts will communicate directly with the participating districts in order to control the costs of litigation. Originally, the Board had committed \$9,000 for this lawsuit, but however, the cost, according to the new agreement, will be \$10,177.00, an additional cost of \$1,177.00. Dr. Pennington will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

5.7 Consideration of and Vote to Approve or Not Approve the Following Contracts/Agreements:

A. Agreement with PageMaster’s Website Design & Development for District Website.

Commentary:

Barbara Nowlin d/b/a PageMaster’s Website Design & Development will perform website work for the Ponca City Independent School District No. I-71 for the 2016-17 school year. She will perform this work on an hourly basis at a rate of \$26.00 per hour up to 600 hours over a 12-month period. The total cost is \$15,600.00. Shelley Arrott will answer questions.

B. Agreement with ThyssenKrupp Elevator Corporation for Elevator Maintenance for the 2016-17 school year.

Commentary:

This agreement with ThyssenKrupp Elevator is to maintain elevators: two (2) at the High School, one (1) at each of the following locations: Robson Field House, East Middle School, West Middle School, Roosevelt and the Board of Education along with two (2) chair lifts at Woodlands. This is agreement is for the 2016-2017 school year. The cost is \$15,660.00. Bret Smith will answer questions.

C. Agreement with Loftis & Wetzel to Provide Certain Insurance Services to the District as Recommended by the Superintendent.

Commentary:

The District will continue to use the Loftis & Wetzel Agency for the District’s insurance program. Oklahoma Schools Insurance Group (OSIG) is our carrier for commercial insurance. Coverage includes the following: Property, Inland Marine, Crime, Boiler and Machinery, Auto Physical Damage, Auto Liability, General Liability and Educators Legal Liability. Policy coverage begins July 1, 2016 and ends on June 30, 2017. The total cost is \$326,270.00. Bret Smith will answer questions regarding the district insurance.

D. Agreement with UnitedSystems-Lightspeed to Provide an Internet Filter Software Program.

Commentary:

Lightspeed is a software program we use to filter the internet and keep the school district in compliance with CIPA laws. We have used this product for the last six (6) years. The cost is \$35,000.00. Jason Ridenour will

answer questions.

E. Agreement with AT&T E-rate to Provide Phone Service for the Entire School District.

Commentary:

AT&T was the only bidder for phone service. AT&T submitted bids to cover all phone service for the school district. For 2016-17, E-rate will cover 40% and PCPS will pay 60% of the bill. (Last year, E-Rate covered 60% of the bill and PCPS paid 40%. Estimated payment for 2015-16 was \$110,000.00). Estimated cost for 2016-17 is \$132,000.00. Jason Ridenour will answer questions.

F. Agreement with TimeClock Plus by Data Management Inc. Systems.

Commentary:

This is a renewal of the annual maintenance support agreement for district time clocks for the school year 2016-17. The agreement allows for unlimited tech support on software and hardware and includes upgrade to next version. The cost is \$21,726.62. Brenda Storie will answer questions.

G. Agreement with Linda B. Johnson for Psycho-Educational Services for Students Enrolled in Ponca City Public Schools.

Commentary:

The purpose of this agreement is to provide Psycho-educational services for students enrolled in Ponca City Public Schools as indicated by physicians, parental consent and school criteria. The authorized personnel of the PCPS (party) shall identify the students who need the services and shall approve each individual situation as provided for under state and federal regulations. Ms. Johnson shall provide the services at \$500.00 per assessment, up to 75 assessments from August 17, 2016 through May 25, 2017 based on student needs as approved by Director of Special Services. Total cost is \$37,500.00. Jill Henderson will answer questions.

H. Agreement with LobbyGuard is for Software and Equipment Used for Visitor Management.

Commentary:

LobbyGuard agreement includes software, cameras, license scanner and printer along with access to technical support representatives, unlimited data storage on the LobbyGuard Cloud and includes instant visitor screening from the LobbyGuard Background Checking Services. The agreement is for five (5) sets of monitoring equipment and software, one at each of the following sites: Lincoln, Liberty, Roosevelt, Trout and East

Middle School. The cost is \$10,450.00. Bret Smith will answer questions.

I. Contract with CenterPoint Energy is a Third Party Natural Gas Provider to the District.

Commentary:

CenterPoint Energy provides natural gas for those gas meters that meet the state's tariff requirements for usage. Clearwater provided this service previously. We will be adding 4% to cover increased costs and usage for the 2016-17 fiscal year. The cost is \$135,000.00. Child Nutrition will pay a portion of the cost for their usage. Bret Smith will answer questions.

J. Contract with Pinnacle for CTO Server/Equipment, Installation, Data Storage Space, Backup and Replication Program and Two (2) Maintenance Agreements with Three (3) Years of Built-In Warranties.

Commentary:

These contracts are for a new server, installation, data storage space, backup and replication program and two maintenance agreements all of which will replace the existing servers and storage and will allow us to have three (3) years of built-in warranty on the new equipment. The new equipment will also cut power usage by 50% from what the old equipment used. Total cost is \$252,884.27. Jason Ridenour will answer any questions.

K. Agreement with Wilson, Dotson & Associates, P.L.L.C. to Provide an Annual Audit of Financial Affairs and Transactions of All Funds and Activities in the District.

Commentary:

This agreement is to provide an annual audit of the financial affairs and transactions of all funds and activities of the Ponca City School District specified in the Agreement, including the preparation of the 2016-2017 Estimate of Needs (Sinking Fund Schedules) and the 2016-2017 Temporary Appropriations. The period of the audit shall cover the 2015-2016 fiscal year beginning July 1, 2015 and ending June 30, 2016. Estimated cost of these services is \$12,750.00. Brenda Storie will answer questions.

L. Renewal with Oklahoma Schools Assurance Group (OSAG) for Workers' Compensation Insurance for 2016-2017.

Commentary:

This is a renewal of Workers' Compensation Insurance for District. OSAG is quoting \$365,709.00 for the upcoming fiscal year 2016-2017 and

includes administrative expenses, loss fund, insurance cost, and may include up to an eight-percent insurance consultant fee. The quote also includes the Par-Participating Dividend Plan in the amount of \$118,255.00. OSAG is quoting \$365,709.00 for the upcoming fiscal year. This is a 43% savings from 2015-2016. Bret Smith will answer questions.

M. Agreement with Learning Sciences International for iObservation Renewal.

Commentary:

Learning Sciences International provides iObservation, which is the online instructional and leadership improvement tool used for evaluation. In addition to providing a resource library for teachers and principals to use for instructional growth, iObservation collects, manages and reports longitudinal data from classroom observations. It also calculates an instructional Practice Score for each teacher and leader as required by the Teacher and Leader Effectiveness Act. The renewal cost is \$20,000.00. Shelley Arrott will answer questions.

RECOMMENDED ACTION:

The Superintendent recommends approval.

- 5.8 Consideration of and Vote to Approve or Not Approve a Proposed Executive Session for the Following Purposes: to Discuss the Possible Termination, Reassignment, Resignation, and Employment of Personnel on the Attached Detailed Personnel Report [Authority for Executive Session: 25 O.S. Section 307 (B) (1)]; to Discuss Confidential Conversations with the Board’s Attorney Concerning Pending Claims and Litigation [Authority for Executive Session: 25 O.S. Section 307 (B) (4)]; to Discuss the Purchase or Appraisal of Real Property [Authority for Executive Session: 25 O.S. Section 307 (B) (3)]; and to Discuss Negotiations [Authority for Executive Session: 25 O.S. Section 307 (B) (2)]**

Motion for Executive Session if one is desired.

- 5.9 Return to Open Session**
- 5.10 Recital by Board President that Minutes of Executive Session Were Kept by the Board Minutes Clerk and Will Remain Confidential.**
- 5.11 Vote to Approve or Not Approve Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel..... 334-354**

Commentary:

A copy of the proposed personnel report is included on pages 334-354 of the agenda.

RECOMMENDED ACTION

The Superintendent recommends approval of the personnel report as presented and/or amended.

6. NEW BUSINESS

7. ADJOURNMENT

***Motion required for adjournment**

(Special accommodations may be made available for this Board meeting. Requests should be made by calling the office of the Superintendent of Schools no later than Thursday, preceding the Board meeting.)