

**AGENDA WITH COMMENTARY
REGULAR BOARD OF EDUCATION MEETING
PONCA CITY BOARD OF EDUCATION
PONCA CITY INDEPENDENT SCHOOL DISTRICT I-71
ADMINISTRATION CENTER
613 EAST GRAND
PONCA CITY, OK 74601
MONDAY, OCTOBER 10, 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/RECOGNITIONS

2.1 Presentation of the Employee of the Month and Friend of Education Awards

The President of the Board will preside over presenting the October Employee of the Month and Friend of Education Awards to the following employees.

Certified Employee of the Month Karla Streeter
Director of Alternative Programs

Support Employee of the Month.....Rhoda Stoughton
Secretary, Lincoln Elementary

Friend of Education..... Todd Mason
Volunteer at East Middle School

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. SUPERINTENDENT’S REPORT

4.1 State Questions

5. 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."

5.1 Agenda with Commentary 1-8
5.2 Minutes..... 9-17
5.3 Consent Agenda/Agreements under \$10,000..... 18-20

**6. ACTION ITEMS (MOTION REQUIRED)
CONSIDERATION OF AND VOTE TO APPROVE OR NOT APPROVE THE FOLLOWING ITEMS:**

6.1 Consideration of and Vote to Approve or Not Approve the Following District

Financial Reports

A. FY17 Budget Amendments.....	21-41
B. FY17 General Fund Encumbrances #555-#681.....	42-44
C. FY17 Building Fund Encumbrances #45-#49	45
D. FY17 Child Nutrition Encumbrances #80-#86.....	46
E. FY17 Gifts and Endowment Encumbrances #29-#31	47
F. FY17 Summary Change Order Listing as of 10/03/2016.....	48-53
G. FY17 Expenditure Summary Reports.....	54-60
H. FY17 Bond Fund Reports	61-64
I. Sanctioning Request for 2016-2017.....	65
J. Booster Club Fundraiser Requests.....	66-75
K. Request for Raffle.....	76
L. Activity Fund Reports & Requests	77-151
M. Treasurer's Reports.....	152-155
N. Ratification and Approval of Payrolls	

Brenda Storie will answer questions regarding the financial reports included on pages 21-155.

RECOMMENDED ACTION

The Superintendent recommends approval of the financial reports.

6.2 Consideration of and Vote to Approve or Not Approve Revision to Board Policy 3.25 Safe School Committee and Healthy and Fit Advisory Committees 156-158

Commentary:

Current board policy states under item 4, "Each Safe School Committee shall meet at least once each semester." The district requires two for each semester. We are asking the board to approve a revision to the policy to reflect district practice. A copy of the revised policy is shown on pages 156-158 of the agenda. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.3 Consideration of and Vote to Approve or Not Approve Bid Proposal from Evans & Associates Construction Co., Inc. for Playground Asphalt Work and Re-Stripping of Parking Lines at Woodlands Elementary

Commentary:

Evans & Associates Construction Co., Inc. will perform removal of approximately 100 L.F. of asphalt to ensure drainage, provide a 6" stabilized base place of 3" of asphalt over fly ash, clean entire playground, apply a tack coat and place 1.5" over all playground at Woodlands Elementary. They will also restripe the parking lines. Total cost of the project is \$46,500.00. Bret Smith will answer questions.

6.4 Consideration of and Vote to Approve or Not Approve the Following Change Orders:

A. Change Order No. 1 to Lincoln Elementary Remodel & Addition...159

Commentary:

The Construction Manager has a contractual amount based on a percentage of the project to cover unknowns, issues in construction not anticipated or situations that arise that are good for the project's completion. The contingency surplus in the amount of \$68,116.17 is money left over, or not needed in order to complete the project, and is being returned to the district. A copy of the change order is shown on page 159. Bret Smith will answer questions.

B Change Order No. 1 to Liberty Elementary Remodel & Addition ...160

Commentary:

The Construction Manager has a contractual amount based on a percentage of the project to cover unknowns, issues in construction not anticipated or situations that arise that are good for the project's completion. The contingency surplus in the amount of \$24,592.38 is money left over, or not needed in order to complete the project, and is being returned to the district. A copy of the change order is shown on page 160. Bret Smith will answer questions.

C. Change Order No. 1 to Vestibule Remodels for East Middle School and Roosevelt Elementary161

Commentary:

The Construction Manager has a contractual amount based on a percentage of the project to cover unknowns, issues in construction not anticipated or situations that arise that are good for the project's completion. The contingency surplus in the amount of \$31,807.64 is money left over, or not needed in order to complete the project, and is being returned to the district. A copy of the change order is shown on page 161. Bret Smith will answer questions.

D. Change Order No. 2 to East Middle School Window Replacement..162

Commentary:

The Construction Manager has a contractual amount based on a percentage of the project to cover unknowns, issues in construction not anticipated or situations that arise that are good for the project's completion. The contingency surplus in the amount of \$26,492.28 is money left over, or not

needed in order to complete the project, and is being returned to the district. A copy of the change order is shown on page 162. Bret Smith will answer questions.

E. Change Order No. 5 to Trout Elementary Remodel & Addition.....163

Commentary:

The Construction Manager has a contractual amount based on a percentage of the project to cover unknowns, issues in construction not anticipated or situations that arise that are good for the project's completion. The contingency surplus in the amount of \$32,486.40 is money left over, or not needed in order to complete the project, and is being returned to the district. A copy of the change order is shown on page 163. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.5 Consideration of and Vote to Approve or Not Approve the Recognition of the Following Events:

A. American Education Week

Commentary:

ACT leadership has asked the Board to approve November 13 - 19, 2016, as American Education Week which presents all Americans with a wonderful opportunity to celebrate public education and honor individuals who are making a difference in ensuring that every child receives a quality education. In 1921, the NEA Representative Assembly called for: "An educational week...observed in all communities annually for the purpose of informing the public of the accomplishments and needs of the public schools and to secure the cooperation and support of the public in meeting those needs."

B The Month of November 2016 as National American Indian Heritage Month

Commentary:

What began at the turn of the century as an effort to gain a day of recognition for the significant contributions the first Americans made to the establishment and growth of the United States, has resulted in the month of November being designated for that purpose.

National American Indian Heritage Month is celebrated to recognize the intertribal cultures and to educate the public about the heritage, history, art, and traditions of the American Indian and Alaska Native people.

Ponca City Schools will be celebrating all month with extra focus during the week of November 14-18, 2016. Much of the artwork will be displayed until the end of the month. We would like to ask for the Board’s formal approval to declare National American Indian Heritage Month in Ponca City Schools.

C. Celebrate Freedom Week

Commentary:

During the week of November 7-11, 2016, Oklahoma public schools will observe “Celebrate Freedom Week.” The observance, which would take place during the week of Veteran's Day, would help better educate students about the sacrifices made for freedom and the values on which the United States was founded.

D. Oklahoma Education Support Personnel Week

Commentary:

Governor Fallin has signed a proclamation proclaiming October 24-28, 2016 as *Education Support Personnel Week* to recognize the important role support employees play within the schools. It has been said that “the support employees work so the teachers may teach.” The support employees also teach in their own way. Ponca City Public Schools would like to join the Governor in recognizing the dedication and hard work of the district’s 405 support employees.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.6 Consideration of and Vote to Approve or Not Approve a Resolution to Kay County Election Board Calling for the Annual Election of Board of Education Member in Ward #2..... 164-165

Commentary:

The annual school election resolution is due to our County Election Secretary in Newkirk no later than November 18, 2016. The deadline for the District to publish a legal notice is November 25, 2016. The resolution is calling for the annual election to be on the second Tuesday in February, that being February 14, 2017, with a run-off election to be held on the first Tuesday in April, that being April 4, 2017, if no candidate for the board member position receives more than 50% of the vote.

Ward #2 is currently held by Marvin Clark. The term of office will run from 2017 until 2022.

The filing period for Board of Education candidates will open at 8:00 a.m. Monday, December 5, 2016 and closes at 5:00 p.m. on Wednesday, December 7, 2016 or when the Kay County Election Board Office closes for business that day. All filings must be made at the Kay County Election Board in Newkirk.

Any contest of candidacy petitions, or withdrawal of candidate, must be filed by 5:00 p.m. on Friday, December 9, 2016 at the County Election Board.

The term of office of the newly elected board members shall commence on the first regular, special, or emergency school board meeting after the date of the annual school election and after the member has been certified as elected by the County Election Board. A copy of the Resolution is included on pages 164-165 of the agenda. Dr. Pennington will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.7 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.

- 6.8 Return to Open Session**
- 6.9 Recital by Board President that Minutes of Executive Session Were Kept by the Board Minutes Clerk and Will Remain Confidential**
- 6.10 Vote to Approve or Not Approve Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel Shown on the Attached Detailed Personnel Report..... 166-171**

Commentary:

A copy of the proposed personnel report is included on pages 166-171 of the agenda.

RECOMMENDED ACTION

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

7. NEW BUSINESS

8. 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 at (580) 767-8000 no later than Friday, preceding the Board meeting.)