

**AGENDA WITH COMMENTARY
REGULAR BOARD OF EDUCATION MEETING
PONCA CITY BOARD OF EDUCATION
PONCA CITY INDEPENDENT SCHOOL DISTRICT I-71
ADMINISTRATION CENTER
BOARD ROOM
613 EAST GRAND AVE.
PONCA CITY, OK 74601**

**MONDAY, FEBRUARY 13, 2017
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 February Employee of the Month and Friend of Education Awards to the following individuals.

Certified Employee of the MonthThad Dilbeck
Ponca City High School Principal

Support Employee of the Month..... Jessica Thompson
West Middle School Attendance Secretary

Friend of Education..... Donnetta Conley
Ponca City High School Volunteer

3. PUBLIC COMMENT

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. PRESENTATIONS/REPORTS

4.1 **Building Assessment Reviews** (Trout – Carla Fry & Woodlands – Tim Williams)

5. SUPERINTENDENT’S REPORT

5.1 **Legislation**

6. 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."

6.1	Agenda with Commentary	1-10
6.2	Minutes.....	11-17
6.3	Consent Agenda Contracts/Agreements Under \$10,000	18-20

ACTION REQUIRED

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

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

A.	FY17 Amendments	21-36
B	General Fund Encumbrances #945-#1143	37-40
C.	Building Fund Encumbrances #66-#72	41
D.	Child Nutrition Encumbrances #114-#123	42
E.	Gifts and Endowment Encumbrances #50-#55.....	43
F.	2016 LRB Improvement Bond 30 Encumbrance #17.....	44
G.	2015 Construction Bond 34 Encumbrances #26-#27	45
H.	2016 Construction Bond 36 Encumbrances #9-#11	46
I.	Summary Change Order Listing as of 02/06/2017	47-53
J.	Expenditure Summary Reports	54-64
K.	Bond Fund Reports	65-68
L.	Activity Fund Reports/Requests	69-99
M.	Treasurer’s Reports.....	100-103
N.	Ratification & Approval of Payrolls	

Brenda Storie will answer questions on the financial reports on pages 21-103.

RECOMMENDED ACTION

The Superintendent recommends approval of the financial reports.

7.2 Board to Consider and Take Action on a Resolution determining the Maturities of, and Setting a Date, Time and Place for the Sale of the \$6,375,000 General Obligation Building Bonds of the School District104-106

7.3 Consideration of and Vote to Approve or Not Approve Revision to Board Policy 4.4 *Uniform Grading Policy* for Grades Pre-Kindergarten through 5th Grade

Commentary:

For several years now the elementary grade levels have been reporting progress to parents using a Standards Based Report Card. On a Standards Based Grade Card, students are not given averaged grades, instead they are given a ranking of mastery for each reportable standard. Our ranks are: 1, 2, 3, or 4. In PowerSchool, our grade descriptions read as follows:

- Exceeds Standard-4
- Meets Standard-3

Developing an understanding of the Standard-2
Minimal understanding of the Standard-1

Because this is the grading scale we use and because this grading scale is reflected in PowerSchool, it should be reflected in board policy 4.4 *Uniform Grading Policy*. A copy of the proposed revisions is included in the handouts. Teri Voegelé will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.4 Consideration of and Vote to Approve or Not Approve the Ponca City School District Calendar for the 2017-2018 School Year107

Commentary:

The District Calendar Committee has a draft of the 2017-2018 school year calendar ready to be approved by the Board. School is slated to start on Tuesday, August 15 and end on Friday, May 25. This calendar includes 177 instructional days (student contact days) and two (2) parent/teacher conference days. Winter break will be from December 20 through January 2. Spring break will be March 19-23. The calendar has three (3) snow days built in (April 27, May 14 and March 30). School will be dismissed on those days if we do not use them. A copy of the proposed calendar is shown on page 107. Shelley Arrott will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.5 Consideration of and Vote to Approve or Not Approve Declaring March 2, 2017 as “Read Across America Day” in Ponca City Public Schools

Commentary:

Many people in the United States, particularly students, parents and teachers, join forces on *Read Across America Day*, annually held on March 2. This nationwide observance coincides with the birthday of Dr. Seuss, who is known for writing children’s books. The Ponca City Board of Education stands firmly committed to promoting reading as the catalyst for our students’ future academic success, their preparation for America’s jobs of the future, and their ability to compete in a global economy. Motivating children to read is an important factor in student achievement and creating lifelong successful readers. Research has shown that children who are motivated and spend more time reading do better in school.

The Ponca City Board of Education, in harmony with the local Association of Classroom Teachers, calls on each school in the district to promote March 2, 2017 as “Read Across America Day.” Students in Ponca City Public Schools will join millions of their peers across the country to celebrate the annual *Read Across*

America Day.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.6 Consideration of and Vote to Approve or Not Approve a Resolution for the Renewal of Multi-Jurisdictional Hazard Mitigation Plan

Commentary:

The City of Ponca City and the Ponca City Public Schools previously applied for a Multi-Jurisdictional Hazard Mitigation Plan through FEMA. This plan is a requirement by FEMA before any application can be made to receive Hazard Mitigation Funds in the event assistance is needed after a disaster, and it must be renewed every five (5) years. It also allows Ponca City Public Schools to apply for grants from FEMA to fund Hazard Mitigation projects such as storm shelters, generators, etc. The Ponca City Board of Commissioners recently approved the final version of the Natural Hazard Mitigation Plan. Ponca City Public Schools must also approve a resolution reaffirming the district's commitment to the Ponca City Multi-Jurisdictional Hazard Mitigation Plan. A copy of the resolution is included in the handouts. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.7 Consideration of and Vote to Approve or Not Approve Accepting the Subcontract Bids for Package 1 of the Concert Hall Project in the Amount of \$756,187.00

Commentary:

The subcontract bids were taken at the Central Administration Center on January 31, 2017 at 2:00 p.m. Sooner Construction, Construction Manager, feels this was within the budget estimates and is confident Package 2 will demonstrate good results as well. A copy of the Construction Manager Report is included in the handouts. Bret Smith or Sooner Construction Company will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.8 Consideration of and Vote to Approve or Not Approve Accepting the Guaranteed Maximum Price (GMP) for Package 1 of the Concert Hall Project in the amount of \$1,021,019.00

Commentary:

The GMP is the total price of the project's Package 1 which included concrete

foundations and underground utilities and services, including construction, bonds and CM fees. Bret Smith or Sooner Construction Company will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.9 Consideration of and Vote to Approve or Not Approve Accepting the Subcontract Bids for the Garfield Safe Entry Remodel Project in the amount of \$88,183.00

Commentary:

The subcontract bids were taken at the Central Administration Center on January 31, 2017 at 2:00 p.m. The Subcontract bids were lower than the estimates. A copy of the Construction Manager Report is included in the handouts. Bret Smith or Sooner Construction Company will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.10 Consideration of and Vote to Approve or Not Approve Accepting the Guaranteed Maximum Price (GMP) for Garfield Safe Entry Remodel Project in the Amount of \$125,760.00

Commentary:

The GMP amount includes costs for construction, bonds, and CM fees. Bret Smith or Sooner Construction Company will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

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

A. Agreement with Gallup Consulting for Teacher Insight and Principal Insight

Commentary

This is an agreement with Gallup Consulting for Teacher Insight and Principal Insight for Ponca City Public Schools at a cost of \$17,000.00. Subject to the terms and conditions set forth in this agreement, Gallup accepts the assignment to perform Teacher Insight, Principal Insight and related services including maintenance of hardware, software, programming and research for web-based Teacher and Principal Insight interviews to be used by Ponca City School District during the term of this agreement. The term of this agreement is March

10, 2017 through March 9, 2018. Shelley Arrott will answer questions.

B. Agreement with PeopleAdmin (formerly Netchemia) TalentEd Records for Process Management Software for Streamlining and Automating Personnel Records, Tasks and Workflows

Commentary:

PeopleAdmin TalentEd Records is customizable process management software for streamlining and automating personnel records tasks and workflows. With the software, Human Resources will have the capability to build and customize the forms distributed in TalentEd Records for seamless record keeping, which will ensure the district is in compliance and audit-ready. The program will allow new hires to complete online onboarding packets prior to orientation and returning employees can complete yearly paperwork tasks such as a contract renewal, online as well. The reports and dashboards within TalentEd Records will allow Human Resources personnel to determine what each employee is missing, what is due, and what is expiring to maximize district efficiencies. Additionally, the software will eliminate physical filing and document storage and offers secure cloud storage, safe from fire or natural disaster. The agreement runs from March 10, 2017 to March 9, 2018. The cost of the agreement is \$13,230.00. Shelley Arrott will answer questions.

C. Agreement with Ardor Health Solutions for Staffing to Provide Special Services to Individual Students

Commentary:

The purpose of the agreement with Ardor Health Solutions is to provide services for students enrolled in Ponca City Schools as indicated by parental consent and school criteria. The authorized personnel of the Ponca City Public Schools (party) shall identify the students who need the services and shall approve each individual situation as provided for under state and federal regulations. Through Ardor Health Solutions, Ms. Sarah Lybarger shall provide the speech and language services at \$65.00 per hour at 18.75 hours per week for the second semester of the 2016-2017 school year. The School District shall not be required to make payment for lunch, break time, sick time or holidays. Ardor Health Solutions agrees to follow the school calendar holidays, days off, early student release days, professional development days and emergency school closing. Ms. Lybarger is responsible for providing the district with a copy of current worker's compensation insurance or a letter of exemption from the agency that oversees the State Insurance Fund of Oklahoma. The total cost for the agreement is \$20,718.75. Jill Henderson will answer questions.

D. Agreement with Pinnacle to Purchase a New Firewall

Commentary:

This Agreement is to replace the existing firewall so that we can increase the bandwidth that we have for the district. The cost of the Agreement for the firewall is \$33,868.43. The current firewall is over (6) years old and will not handle large amounts of bandwidth traffic. Jason Ridenour will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.12 Consideration of and Vote to Approve or Not Approve Changing the Grade Span of Union Elementary to Grades K – 5

Commentary:

With the opening of the Washington PreK Center, it was necessary to change the grade span of our elementary schools to kindergarten through grade 5. The board took action on this at the May 9, 2016 regular meeting. At the time, we chose to leave Union Elementary at grades PK through five because it housed a non-graded special education program that served three and four-year olds. The rationale was the students attending the special education class would be enrolled through Union Elementary.

We later determined that it would be best to enroll the students through the Washington Pre-K Center with a concurrent class at Union. As a result, all data on the students is reported through the PreK Center. The State Department of Education has requested that we change the grade span of Union to grades kindergarten through five. This change requires board approval. Dr. Pennington will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

7.13 Consideration of and Vote to Approve or Not Approve the Revised Ponca City Schools Wellness Policy

Commentary:

The Revised District Wellness Plan is in accordance to the changes suggested in the Hunger Free Kids Act of 2010. The Wellness Policy addresses nutrition awareness, physical activity, food marketing, nutrition education and administration. The new policy follows very closely to the current policy adopted in 2006. A copy of the Ponca City Public Schools Wellness Policy is included in the handouts. Jeff Denton or Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 7.14 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 located at 915 East Highland Avenue, Ponca City, Oklahoma [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.

- 7.15 Return to Open Session**

- 7.16 Recital by Board President that Minutes of Executive Session Were Kept by the Board Minutes Clerk and Will Remain Confidential.**

- 7.17 Vote to Approve or Not Approve Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel..... 108-110**

Commentary:

A copy of the proposed personnel report is included on pages 108-110 of the agenda.

RECOMMENDED ACTION

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

- 7.18 Consideration of and Vote to Approve or Not Approve the Purchase of Real Property Located at 915 East Highland Avenue, Ponca City, Oklahoma**

Commentary:

The property being considered is located at 915 East Highland Avenue, Ponca City, Oklahoma and is adjacent to Roosevelt Elementary. The purchase price is \$40,000.00 plus closing costs. The legal description of the property is as follows: Lot 6 in Snider Addition to the city of Ponca City, Kay County, Oklahoma, according to the recorded plat thereof and a strip of land beginning at the SE corner of Lot 6, Snider’s Addition, thence East 10 feet, thence NORTH and parallel to the East line of Lot 6 to a point 10 feet EAST of the NE corner of Lot 6, thence WEST 10 feet to the NE corner of Lot 6, thence SOUTH along the EAST line of Lot 6 to the point of beginning, being a part of the SE1/4 of Section 22, Township 26 North,

Range 2 East of the Indian Meridian, Kay County, Oklahoma. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

8. NEW BUSINESS

9. 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.)