

THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NO. 71 OF KAY COUNTY, STATE OF OKLAHOMA, MET IN REGULAR MEETING AT THE ADMINISTRATION BUILDING BOARD ROOM, 613 EAST GRAND AVENUE, IN SAID SCHOOL DISTRICT ON JUNE 12, 2017 AT 6:00 P.M.

MEMBERS PRESENT: KINKAID, NUZUM, RILEY,
THROOP, ZIMMERSCHIED

Others Present: Dr. David Pennington, Bret Smith, Brenda Storie, Jill Henderson, Shelley Arrott, Jeff Denton, Barbara Cusick, Jason Ridenour, Gary Bracken, Betty Johnston and Jan Miller.

Prior to December 15 of the last calendar year, the date, time, and place of the regular meetings were filed in the office of the County Clerk of Kay County, Oklahoma. At least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays, and holidays, notice of the date, time, place, and agenda of this meeting was posted in prominent public view at the Ponca City Administration Building, 613 East Grand Avenue and on the school district's website located at www.pcps.us (posted on June 8, 2017 at 8:30 a.m.).

NOTICE OF MEETING

President David Kinkaid called the meeting to order.

CALL TO ORDER

The President led the flag salute.

FLAG SALUTE

Bret Smith gave the invocation.

The Minute Clerk called roll at 6:00 p.m. Roll call established all five (5) members of the Board were present.

ROLL CALL

The President stated no individuals submitted a request prior to the meeting to address the Board during Public Comments.

PUBLIC COMMENTS

Executive Director of Curriculum, Barbara Cusick, presented to the Board of Education a PowerPoint presentation titled "Overall Student Growth Grades K-8 and Professional Development Survey for 2016-2017" (see insert).

PRESENTATIONS

Director of Special Services, Jill Henderson, presented a PowerPoint presentation titled "Corrective Reading Mastery Results" (see insert).

Dr. Pennington gave legislative and budget updates. Dr. Pennington stated it is unknown at this time what action the legislators will take regarding state funding.

SUPERINTENDENT'S REPORT

Dr. Pennington discussed 3rd grade reading proficiency retention and cut scores.

It was moved by Nuzum, seconded by Throop, to approve the Consent Calendar (see inserts):

CONSENT AGENDA

- A. Agenda with Commentary
- B. Minutes: May 8, 2017 (Regular)
May 25, 2017 (Special)
- C. Contracts/Agreements Under \$10,000
- D. Activity Fund Custodians for 2017-2018
- E. Administrators Designated for Federal Programs for 2017-2018
- F. Open Transfers for 2017-2018
- G. Surplus Resolution
- H. Booster Club Handbook

A roll call vote was taken as follows:

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Riley, to approve the following financial reports:

FINANCIAL REPORTS

- A. FY17 Budget Amendments

- B. FY17 General Fund Encumbrances #1425 - #1446 in the amount of \$28,491.75;
- C. FY17 Building Fund Encumbrance #86 in the amount of \$9,000.00;
- D. FY17 Child Nutrition Fund Encumbrances #144 - #147 in the amount of \$9,958.00;
- E. FY17 LRB Improvement Bond Fund 30 Encumbrance #25 in the amount of \$13,000.00;
- F. FY17 2016 Construction Bond 36 Encumbrances #18 - #22 in the amount of \$228,882.00;
- G. FY17 Summary Change Order Listing as of June 5, 2017 for Fund 11, 21, 22, 30, 34, 35, 36, and 81.
- H. FY17 Budget Analysis Reports
- I. FY17 Bond Fund Reports
- J. FY18 General Fund Encumbrances #1 - #2 in the amount of \$555,000.00.
- K. Booster Club Fundraiser Approval Forms/ Budget Projections
- L. Request for Raffle
- M. Activity Fund Transfers and Revenue/Expenditure Summary Report
- N. Activity Fund Budgets and Fundraiser Approval Forms/Budget Projections for 2017-2018 (handout)
- O. Cash Flow Needs Resolution
- P. Treasurer's Reports
- Q. Ratification of June 2017 payrolls for General Fund and Child Nutrition Fund previously approved by the Board and authority to issue payrolls for July 2017.

A roll call vote was taken as follows:

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Throop, seconded by Riley, to APPROVAL OF DISTRICT BUDGET FOR FY18 approve the District Budget for FY18 (see insert). A roll call vote was taken as follows:

KINKAID	---	AYE
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NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Zimmerschied, to approve the following people for appointment by the Board for the following positions for the 2017-2018 school year.

APPROVAL OF APPOINTMENTS BY THE BOARD FOR THE 2017-2018 SCHOOL YEAR

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

A roll call vote was taken as follows:

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Riley, to approve Resolution for Schools and Libraries Universal Services (E-Rate) for 2017-2018 (see insert). The district's share is \$295,227.97 after the E-Rate amount. A roll call vote was taken as follows:

APPROVAL OF RESOLUTION FOR SCHOOLS AND LIBRARIES UNIVERSAL SERVICES (E-RATE) FOR 2017-2018

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Throop, to approve the Proposed Unpaid Meal Charge Policy. The intent of this policy is to establish a process and procedure to handle situations when children have insufficient

APPROVAL OF PROPOSED UNPAID MEAL CHARGE POLICY

funds to pay for school meals, as well as for the collection of unpaid meal charges and delinquent account debt (see insert). A roll call vote was taken as follows:

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Throop, to approve Proposed Change to Board Policy 6.5 - 1.0 Family and Medical Leave Act for all employees (see insert). A roll call vote was taken as follows:

APPROVAL OF PROPOSED
CHANGE TO BOARD POLICY
6.5 - 1.0 FAMILY AND
MEDICAL LEAVE ACT

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Throop, seconded by Zimmerschied, to approve the following Site Statutory Deregulation Applications for Media Services for West Middle School and Roosevelt Elementary School (see inserts):

APPROVAL OF SCHOOL
SITE STATUTORY
DEREGULATION
APPLICATIONS FOR MEDIA
SERVICES FOR WEST
MIDDLE SCHOOL AND
ROOSEVELT ELEMENTARY
SCHOOL

- A. Deregulation from OAC 210:35-7-61 for West Middle School.
- B. Deregulation from OAC 210:35-5-71 for Roosevelt Elementary School.

A roll call vote was taken as follows:

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Riley, to accept low bids for the Baseball Field Improvements in the amount of \$127,291.00 (see insert). The estimated Guaranteed Maximum Price (GMP) is currently \$174,269.00. A roll call vote was taken as follows:

APPROVAL TO ACCEPT LOW
BIDS FOR THE BASEBALL
FIELD IMPROVEMENTS

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Throop, to accept low bid for the Fine Arts Safety Corridor in the amount of \$153,610.00 (see insert). A roll call vote was taken as follows:

APPROVAL TO ACCEPT LOW
BID FOR THE FINE ARTS
SAFETY CORRIDOR

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Nuzum, seconded by Riley, to accept Guaranteed Maximum Price (GMP) for Fine Arts Safety Corridor in the amount of \$195,000.00 (see insert). A roll call was taken as follows:

APPROVAL TO ACCEPT
GUARANTEED MAXIMUM
PRICE FOR FINE ARTS
SAFETY CORRIDOR

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Riley, seconded by Nuzum, to approve the following contracts/agreements (see inserts):

APPROVAL OF
CONTRACTS/AGREEMENTS

- A. Agreement with PageMaster's Website Design & Development for District Website. The total cost is \$15,600.00.
- B. Agreement with Loftis & Wetzel for Commercial Insurance Package Renewal through Oklahoma Schools Insurance Group (OSIG). The total cost is \$346,115.00.
- C. Agreement with UnitedSystems to provide Lightspeed, an Internet Filter Software Program. The cost is \$13,200.00 for two years, 2017-2019.
- D. Agreement with Linda B. Johnson for Psychoeducational Services for 2017-2018. Total cost is \$37,500.00.
- E. Agreement with Edmentum for Study Island and Reading Egg Software for 2017-2018. The estimated cost is \$33,086.96.
- F. Ratification of Contract with CenterPoint Energy, a Third Party Natural Gas Provider to the District. The estimated cost is \$139,000.00 based on past usage.
- G. Agreement with Renee Miller to Provide Certified Visual Impairment Services for the District. The cost of the agreement is \$14,300.00.
- H. 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. Estimated cost is \$13,750.00.
- I. Renewal with Oklahoma Schools Assurance Group (OSAG) for Workers' Compensation Insurance for 2017-2018. The renewal cost to the District is \$371,462.00 for fiscal year 2017-2018.
- J. Renewal of Agreement with Kimono LLC for Zone Integration Service. The cost of the agreement is \$11,700.00.
- K. Renewal of Agreement with Pinnacle Business Systems for VMWare Licensing. The cost of the agreement is \$17,232.00.
- L. Agreement with Nextiva to provide Phone Service. The annual cost of the agreement is \$12,807.60.

A roll call vote was taken as follows:

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE

THROOP --- AYE
ZIMMERSCHIED --- AYE

Motion carried.

It was moved by Riley, seconded by Nuzum, to convene in Executive Session for the following purposes: to discuss the possible termination, reassignment, resignation, and employment of personnel on the attached detailed Personnel Report [25 O.S. Section 307 (B)(1)]; to review applications, discuss applicants, and discuss the employment of a Superintendent [25 O.S. 307 Section (B)(1)]; and to discuss confidential conversations with the Board's Attorney concerning pending claims and litigation [25 O.S. Section 307 (B)(4)]. A roll call vote was taken as follows:

EXECUTIVE SESSION

KINKAID --- AYE
NUZUM --- AYE
RILEY --- AYE
THROOP --- AYE
ZIMMERSCHIED --- AYE

Motion carried.

The Board adjourned into Executive Session to discuss the possible termination, reassignment, resignation, and employment of personnel on the attached detailed Personnel Report [25 O.S. Section 307 (B)(1)]; to review applications, discuss applicants, and discuss the employment of a Superintendent [25 O.S. 307 Section (B)(1)]; and to discuss confidential conversations with the Board's Attorney concerning pending claims and litigation [25 O.S. Section 307 (B)(4)] at 7:08 p.m.

The Board reconvened into Open Session at 9:30 p.m.

RETURN TO OPEN SESSION

The Board President stated Minutes of Executive Session were kept by the Board Minutes Clerk and School Board Attorney and will remain confidential.

It was moved by Riley, seconded by Zimmerschied, to amend the Personnel Report to include the status change of Shelley Arrott from Executive Director of Human Resources and TLE to Superintendent, effective July 1, 2017 and to also approve the recommendations for termination, reassignment, resignation and employment of personnel as follows:

APPROVAL OF PERSONNEL

Persons listed in the Personnel Report (including addendum, if applicable), and employed as of the effective date specified; contracts to be executed in the name of the district by the Superintendent or person(s) designated by him, and assignments to be made by the Superintendent (see insert) including salary adjustments.

A roll call vote was taken as follows to approve:

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

There being no New Business, it was moved by Zimmerschied, seconded by Throop, to adjourn meeting. A roll call vote was taken as follows:

NEW BUSINESS

KINKAID	---	AYE
NUZUM	---	AYE
RILEY	---	AYE
THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

The meeting adjourned at 9:33 p.m.

ADJOURNMENT

(A DVD of this meeting is on file in the office of the Clerk of the Board of Education.)

READ AND APPROVED:

PRESIDENT

MEMBER

MEMBER

MEMBER

MEMBER

ATTEST: _____ Date: _____
Minute Clerk