

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 MAY 14, 2018 AT 6:00 P.M.

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

Others Present: Shelley Arrott, Curtis Layton, Bret Smith, Brenda Storie, Barbara Cusick, Amy Swartz, Jason Ridenour, Jeff Denton, Randy Empting, 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](http://www.pcps.us) (posted on May 10, 2018 at 9:30 a.m.).

NOTICE OF MEETING

President Don Nuzum 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

A presentation was made to all retiring Ponca City Public School employees.

PRESENTATION TO RETIREES

Certified

Kathy Cain  
Deborah Meyer  
Terry Muchmore  
Cindy Watson  
Josette Kelle

Support

Betty LaRue  
Judy Sattre  
Mabel Urioste

Certified Employee of the Month Award was presented to Jeff Shelton, special education teacher at Roosevelt Elementary.

CERTIFIED EMPLOYEE OF  
THE MONTH AWARD

Support Employee of the Month was presented to Loretta Leavitt, Title I teacher assistant at Lincoln Elementary.

SUPPORT EMPLOYEE OF  
THE MONTH AWARD

Friend of Education Award was presented to Erin Rutz, PTA member and volunteer at Trout Elementary.

FRIEND OF EDUCATION  
AWARD

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

PUBLIC COMMENTS

Ponca City High School Principal Thad Dilbeck presented a PowerPoint titled "Annual Developmental Education Rates for 2016-2017." This report included college remediation data/percentages for Ponca City High School compared to State averages and surrounding 6A schools (see insert).

REPORTS/BUILDING  
ASSESSMENT REVIEWS

Principal Denton Long at East Middle School presented an assessment review with a PowerPoint presentation (see insert). Mr. Long presented OCCT 2017 test scores. For 2018-2019 school year, East will have a seven-period class day giving students a wider range of elective courses and remove barriers for some students to participate in fine arts and athletics.

Tim Williams, Principal, presented an assessment review for Woodlands Elementary.

Mr. Williams stated Woodlands had 100% participation for the spring parent/teacher conferences. Parent involvement, staff retention, and student success are strengths of Woodlands. OSTP and STAR 2017 test scores were presented (see insert).

Superintendent Arrott announced graduation will be held on Friday, May 25 at 8:00 and will be live-streamed on the district's Facebook page. A total of 323 students will graduate.

SUPERINTENDENT'S  
REPORT

Several Senior events are scheduled during the next couple of weeks.

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

CONSENT AGENDA

- A. Agenda with Commentary
- B. Minutes: April 16, 2018 (Regular)  
April 18, 2018 (Special)
- C. Contracts/Agreements Under \$10,000 (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 Riley, seconded by Kinkaid, to approve the following financial reports:

FINANCIAL REPORTS

- A. FY18 Budget Amendments
- B. FY18 General Fund Encumbrances #1450 - #1479 in the amount of \$25,010.51;
- C. FY18 Building Fund Encumbrances #73 - #78 in the amount of \$67,985.00;
- D. FY18 Child Nutrition Fund Encumbrances #146 - #151 in the amount of \$6,281.55;
- E. FY18 Gifts and Endowments Fund Encumbrances #81 in the amount of \$82.00;

- F. FY18 2016 LRB Improvement Bond 30  
Encumbrances #25 - #26 in the amount of \$819,439.06
- G. FY18 2016 Building Bond Fund 36  
Encumbrance #23 in the amount of \$294,000.00;
- H. FY18 2018 Building Bond Fund 37  
Encumbrances #8 - #10 in the amount of \$56,437.90;
- I. FY18 Summary Change Order Listing as of May 7, 2018 for Funds 22, 36, and 81 and as of May 8, 2018 for Funds 11 and 21;
- J. FY18 Budget Analysis Reports
- K. FY18 Bond Fund Reports
- L. Booster Club Fundraiser Approval Forms and Budget Projections (see insert)
- M. Booster Club Request for Raffle (see insert)
- N. Activity Fund Reports & Requests (see insert)
- O. Treasurer's Reports
- P. Ratification of April 2018 payrolls for General Fund and Child Nutrition Fund previously approved by the Board and authority to issue payrolls for May 2018.

A roll call vote was taken as follows:

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

Motion carried.

It was moved by Zimmerschied, seconded by Kinkaid, to approve the Application for Participation in the 2018 Summer Food Services Program for Children. Program participation will be June 4 - 29, 2018 (see insert). A roll call vote was taken as follows:

APPROVAL OF THE  
APPLICATION FOR THE  
PARTICIPATION IN THE  
2018 SUMMER FOOD  
SERVICE PROGRAM FOR  
CHILDREN

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

Motion carried.

It was moved by Kinkaid, seconded by Throop, to approve an increase in full-priced student breakfasts and lunches for the 2018-2019 school year (see insert). The new lunch prices are as follows: Elementary \$2.45; West Middle school \$2.55; East Middle School \$2.55; Sr. High School \$2.70. The new breakfast prices are as follows: Elementary \$1.45; West Middle School \$1.45; East Middle School \$1.45; Sr. High School \$1.85. A roll call vote was taken as follows:

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

APPROVAL OF AN  
INCREASE IN FULL-  
PRICED STUDENT LUNCH  
AND BREAKFAST FOR THE  
2018-2019 SCHOOL YEAR

Motion carried.

It was moved by Kinkaid, seconded by Zimmerschied, to approve the following Contracts/Agreements (see inserts):

APPROVAL OF  
CONTRACTS/AGREEMENTS

- A. Agreement with Burnett Security and Investigation, Inc. for two (2) security guards at Ponca City High School for the 2018-2019 School Year. Estimated cost of services is \$43,248.00.
- B. Renewal of Contract with Burnett Security & Investigation, Inc. for courier services for the 2018-2019 school year. The estimated cost of services is \$15,300.00.
- C. Agreement with Lewis Associates Architects for Architectural Services for FY19.
- D. Agreement with Engage2Learn which provides training and coaching for the continued implementation and growth in the Engage2Learn (e2L). This will be funded with Title II Federal Program for \$69,850.00.
- E. Agreement with Edgenuity for Online Courses at the Senior High School, Alternative Programs and Credit Recovery. The cost of the (3) three year agreement for PoHi is \$78,500.00

and Wildcat Academy/Teen PEP is \$92,000.00.

- F. Agreement with Learning Sciences International for iObservation renewal for 2018-2019. The renewal cost is \$20,000.00.
- G. Agreement with Frontline Education for Management of Absence & Substitute and Time & Attendance for 2018-2019. The total cost for the annual subscription is \$29,300.69.
- H. Renewal Agreement with Pinnacle for the VmWare Licensing for the District. The renewal cost is \$41,437.90.
- I. Agreement with Kyler Construction Group for the Softball Dugout Extension and New Maintenance Building. The cost of the agreement is \$45,830.00.
- J. Ratification of Agreement on the Employment of Stephen H. McDonald & Associates, Inc. as Financial Consultant to the School District for the 2018-2019 School Year. The District agrees to pay on a fee schedule based on the par value of bonds issued.

A roll call vote was taken as follows:

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

Motion carried.

It was moved by Zimmerschied, seconded by Throop, to approve amending the Ponca City School District Calendar for the 2017-2018 School Year. April 2-6 and April 9-13 will be changed from instructional days to non-instructional days. April 30 and May 14 will be changed from non-instructional days to instructional days. A roll call vote was taken as follows:

APPROVAL TO AMEND  
PONCA CITY SCHOOL  
DISTRICT CALENDAR FOR  
THE 2017-2018 SCHOOL  
YEAR

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

Motion carried.

It was moved by Zimmerschied, seconded by Kinkaid, to approve accepting sub-contract bid to furnish and install the fencing and gates for the Old (existing) Football Locker Room Remodel Project (see insert). The sub-contract bid totaled \$190,820.00. A roll call vote was taken as follows:

APPROVAL TO ACCEPT  
SUB-CONTRACT BID TO  
FURNISH AND INSTALL  
THE FENCING AND GATES  
FOR THE OLD FOOTBALL  
LOCKER ROOM PROJECT

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

Motion carried.

It was moved by Riley, seconded by Zimmerschied, to approve the Guaranteed Maximum Price (GMP) for the Old Football Locker Room Project (see insert). Construction Manager submitted a GMP for the project in the amount of \$1,111,243.87. A roll call vote was taken as follows:

APPROVAL OF GUARANTEED  
MAXIMUM PRICE FOR THE  
OLD FOOTBALL LOCKER  
ROOM PROJECT

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

Motion carried.

It was moved by Kinkaid, seconded by Riley, to accept sub-contract bid package for the Wildcat Academy and Teen PEP Remodel Project (see insert). The sub-contract bid totaled \$265,528.36. A roll call vote was taken as follows:

APPROVAL TO ACCEPT  
SUB-CONTRACT BID  
PACKAGE FOR THE  
WILDCAT ACADEMY AND  
TEEN PEP REMODEL  
PROJECT

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

Motion carried.

It was moved by Throop, seconded by Riley, to approve the Guaranteed Maximum Price (GMP) for the Wildcat Academy and Teen PEP Remodel Project. The Construction Manager submitted a GMP for the project in the amount of \$358,365.36. A roll call vote was taken as follows:

APPROVAL OF GUARANTEED  
MAXIMUM PRICE FOR THE  
WILDCAT ACADEMY AND  
TEEN PEP REMODEL  
PROJECT

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

Motion carried.

It was moved by Riley, seconded by Throop, to approve the following Change Orders (see insert).

APPROVAL OF CHANGE  
ORDERS NO. 1 AND NO. 2

- A. Change Order No. 1 for the Robson Fieldhouse Interior Improvements. This Change Order is for a credit of \$362,120.26.
- B. Change Order No. 2 for the New Press Box for Sullins Stadium. This Change Order is for a credit of \$14,086.74.

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 Zimmerschied, to convene in Executive Session for the following purposes: to discuss the employment of Assistant Principals, 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

EXECUTIVE SESSION



[Authority for Executive Session: 25 O.S. Section 307(B) (4)].

A roll call vote was taken as follows:

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

Motion carried.

The Board adjourned into Executive Session to discuss the employment of Assistant Principals, 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)] at 7:13 p.m.

The Board reconvened into Open Session at 8:35 p.m.

RETURN TO OPEN SESSION

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

It was moved by Riley, seconded by Throop, to approve the renewal of the following Assistant Principals for the 2018-2019 School Year:

APPROVAL OF ASSISTANT PRINCIPALS FOR THE 2018-2019 SCHOOL YEAR

Assistant Principals

- Jennifer Dye
- Dalana Hawkins
- Kevin LaRue
- Dawn Mills
- Krystina Muralt
- Stacy Sattre

A roll call vote was taken as follows:

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

THROOP	---	AYE
ZIMMERSCHIED	---	AYE

Motion carried.

It was moved by Zimmerschied, seconded by Throop, to approve the recommendations for termination, reassignment, resignation, salary adjustments 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 her, and assignments to be made by the Superintendent (see insert) including salary adjustments.

A roll call vote was taken as follows:

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

Motion carried.

There being no New Business, it was moved by Throop, seconded by Zimmerschied, to adjourn meeting.

ADJOURNMENT

A roll call vote was taken as follows:

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

Motion carried.

The meeting adjourned at 8:36 p.m.

(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