

TAHLEQUAH PUBLIC SCHOOLS 11I035

Regular Meeting

February 20, 2018 6:00 PM

Board of Education Conference Room

225 N Water Ave

Tahlequah, Oklahoma

Any person with a disability who needs special accommodations to attend the Board of Education meeting should notify the Clerk of the Board, Brenda Hammer at least 24 hours, if possible, prior to the scheduled time of the Board meeting. The telephone number is 918-458-4190 x1874.

A. Call to order:

1. Pledge of Allegiance Central Academy Student-Darrell Strickland

B. Administer the oath of office to newly elected Board member:

1. Seat #3 Ms. Sharon Ballew

C. Recording of members present and absent.

D. Discussion and vote to approve or not approve the following reorganization of the Board of Education:

1. *Elect:*
 - a. President
 - b. Vice President
2. *Appoint the following for the 2018-19 School Year:*
 - a. Clerk of the Board-Brenda Hammer
 - b. Treasurer-Kevin Dudley
 - c. Deputy Treasurer-Sabrina Garner
 - d. Encumbrance Clerk-Diane Adamson
 - e. Minutes Clerk-Wendy Wallace
 - f. Deputy Clerk of the Board-Diane Adamson
 - g. Deputy Minutes Clerk-Meghan Lowry
 - h. Activity Fund Custodian-Sabrina Garner

E. Tigers R.O.A.R.:

1. *Children's All-State Choir:*
 - Abby Hill
 - Ashley Trapp
 - Lincoln Johnson
2. *Jr. High All-State Choir:*
 - Sadie Foster
 - Avery Barrett
 - Mackenzie Jones
 - McKinley Thompson
 - Emma Hatfield
 - Jodie Foster
 - Morgan Pack
3. *TMS Pom:*
 - Madison McDowell
 - Cleo Tiner
 - Lindsey Elliott

Kayli Leatherman
Ashley Trapp
Lilly Allen
Hannah Cochran
Mackenzi Harlen
Lauren Jones
Emma Sherron
Mena Aldridge
Saryn Miller

4. Football All-State-Cayden Aldridge

F. Discussion and vote to approve or not approve the Minutes for previous meeting(s):

1. January 16, 2018
2. February 9, 2018 Special Meeting

G. Discussion and vote to approve or not approve the Monthly Financial Reports:

1. Receipt and Balance Statement
2. Student Activity Account Summary
3. Miscellaneous Reports
4. Child Nutrition
5. Request to close student activity account 874-Tiger Bistro at Tahlequah High School

H. Principal/Directors Report:

1. Hall of Fame-Matt Cloud
2. Alt Ed Report-Paula Sloan
3. MAS/WenGage Software-Robert Batson & Brenda Hammer

I. Superintendent's Report:

1. School Calendar
2. TPS Strategic Plan 2015-2021
3. Personnel

J. Discussion and vote to approve or not approve the following surplus items.

1. TMS Library- 1 Small TV, 1 Large TV, 1 podium w/mic, and 1 HP laser jet printer.
2. TMS-shelves, file cabinets and old desks.
3. Heritage-books, teaching materials, games & kits and Misc. items.
4. Cherokee-75 desks.

K. Public to be heard:

Members of the public shall be allowed to attend all meetings of the board of education. In addition, the board of education will have an item on regular meeting agendas that affords citizens the right to address the Board of Education on items PERTAINING TO EDUCATION and/or the OPERATION OF THE SCHOOL DISTRICT. The item will appear prior to any business being conducted by the board of education.

A resident wishing to address the Board of Education must fill out a form before the meeting and submit it to the Board Clerk. The Speaker is to move to the lectern on being recognized by the Board President and give his/her full name and address. The speaker will be allowed 5 minutes to address the board.

The Board and administrative staff will not respond to questions or comments at the meeting. The resident may receive a written response as soon as possible. Questions and complaints relating to employees of the district WILL NOT BE PERMITTED AT THIS TIME. Such questions are to be referred to the Superintendent at another time. Presentation or discussion of matters which are currently under legal review will not be permitted.

Policy 2217 Adopted by the Board of Education on 9-12-91, Revised 6-15-99, Revised 11-8-04, Revised 4-7-15, Revised 10-11-16, Revised 12-8-16.

L. Discussion and vote to approve or not approve Municipal Accounting Systems WenGage as our Student Information System and Lunchroom program vendor.

M. Business Items - Consent Docket Vote to approve or not approve the following:

1. Contracts/Agreements (2017-18 School Year):

- a. Supplemental Services Contract with Mad Science of Oklahoma to provide 2-hour STEM family night at Heritage Elementary on March 6, 2018.
- b. Supplemental Services Contract with Mad Science of Oklahoma to provide a 2-hour STEM Family Night at Greenwood Elementary on February 27, 2018.
- c. Agreement with First State Bank for athletic sponsorship.
- d. Supplemental Service Contract with Whitehouse Productions for hypnosis show for THS Save-A-Senior Graduation Party.
- e. Supplemental Services Contract with Jumpin Jiminy, Inc. to provide items for THS Save-A-Senior graduation party.
- f. Supplemental Services Contract with Zero Degree Entertainment, Mr. Kenneth Harris, to provide DJ services and equipment for the Save-A-Senior Graduation Party.
- g. Facilities Usage Contract with Northeastern State University for THS Save-A-Senior Graduation Party.
- h. Supplemental Services Contract with Todd Mitchell to provide All-Star Band Clinician.
- i. Supplemental Services Contract with Beth Wallis to provide All-Star Band Clinician.
- j. Supplemental Services Contract with Samantha Faulkner to provide All-Star Band Clinician.
- k. Supplemental Services Contract with Ashley Hackler to provide All-Star Band Clinician.
- l. Agreement with Jenkins & Kemper to conduct the 2017-18 school audit.
- m. Agreement with Northeastern State University for the use of The Dome and Doc Wadley Stadium for THS Graduation.
- n. Cooperative Agreement with Sports Thread LLC to provide a social media-based, self-promotion recruiting resource for student athletes.
- o. Agreement with Unitrends to provide TPS data back-up, through May 2019.
- p. Research & Data Security Agreement with Oklahoma State Regents for Higher Ed to provide research service to assist staff in determining the FAFSA completion status of students.
- q. Supplemental Services Contract with Generation Why to provide DJ, lighting, photo booth and video photography for THS Prom.
- r. Contract with Municipal Accounting Systems to provide installation, data conversion, training and software for WenGage SIS to provide Student Information System/Teacher Gradebook, Lunch Room program and state reporting.
- s. Facilities Lease Agreement with Northeastern State University for the use of Doc Wadley Stadium for THS Soccer.

2. Contracts/Agreements (2018-19 School Year):

- a. Agreement with SchoolKids to provide school supplies for Pre-K for 2018-19 SY.

3. Fundraisers (2017-18 School Year):

- a. THS Baseball-concession sales and donut sales.
- b. THS Girls Soccer-concession sales at B&G Club events.
- c. THS Jr. Class-prom tickets & T-shirts.
- d. THS Save-A-Senior-jewelry sales, Senior Memory Wall and Riverhawk Nutrition.
- e. TMS Science Club & TSA-Rib Crib Fundraiser, Chili's Fundraiser and hot dog sales at Atwood's.
- f. Greenwood-entrepreneur week.
- g. Cherokee Robotics-Riverhawk Nutrition & snack sales.
- h. THS-TSA/Robotics-T-Shirt sales.
- i. THS Debate-Donation for NYC trip.

4. Trips (Out of State/Overnight Trips):

- a. Melissa Harris and Sara Estep, BPA Spring Leadership Conference, Tulsa OK, March 12-14, 2018. (activity fund)
- b. Lisa Yahola, NEA/NIEA Hill Day Training, Washington D.C., February 11-15, 2018 (OEA/NEA)
- c. Michael Hunt, JROTC Cadet Leadership Challenge, Ft. Sill, OK, June 4-9, 2018 (US Army)
- d. Lisa Presley, NAFIS Conference, Washington DC, March 17-21, 2018 (District Funding)
- e. **Greenwood Robotics**-Nikki Molloy, Kym Tinsley, Sheli Cox, Elizabeth Rader, Heather Brozovich, **TMS Robotics**-Chrissy Wahldoer, Joe Freymuth, Lori Freymuth, **Heritage Robotics**-Katie Miller and Cassy Stephens, **Cherokee Robotics**-Lyndsie Pearce and Amy Batie. State Robotics Tournament, Shawnee, OK, February 16-17, 2018. (B&G Club)
- f. Jay Stinnett, OKC Livestock Show, OKC, OK, March 6-16, 2018(activity fund)

N. Discussion and vote to approve or not approve revisions to the following policy(s):

- 1. Policy 4355-Sick Leave, Certified Personnel

O. Discussion and vote to approve or not approve the Tahlequah Title VI Indian Parent Committee By-Laws.

P. Discussion and vote to approve or not approve the 2018-19 School Calendar.

Q. Discussion, and vote to approve or not approve the Schedule of Encumbrances:

- 1. General Fund-PO# 555-587
- 2. General Fund Grants-PO# 3118-3150
- 3. Sinking Fund-PO# 95

R. Discussion and vote to approve or not approve changes to the following job description(s):

- 1. Student Advocate

S. Executive session:

Proposed executive session for the purpose of the Board’s review of applications of candidates for the position of Superintendent. Executive Session Authority: Okla. Stat. tit. 25, §307(B)(1) and (7).

T. Acknowledge the Board’s return to open session.

U. Board President’s statement of executive session minutes.

V. Motion and vote to approve or not approve Personnel Items v.1-v.7.

1. *RE-EMPLOYMENT*: Upon the recommendation of the Superintendent, the re-employment of the following certified administrators for the 2018-19 school year be APPROVED:

EMPLOYEE NAME	TITLE
DeAnn Mashburn	Executive Director of Human Resources and Secondary Curriculum
Randy Underwood	Executive Director of Technology and Operations
Anita Lightcap	Executive Director of Elementary Education and Special Programs
Tanya Jones	Director of State and Federal Programs and Grants
Susan VanZant	Director of Special Services
Cory Slagle	High School Principal
David Bookout	Middle School Principal
Lacie Davenport	Elementary Principal
Nicole Molloy	Elementary Principal
Marissa McCoy	Elementary Principal

Kristin Stark	Early Childhood Director
Vicki Bush	Secondary Assistant Principal
Natalie Cloud	Secondary Assistant Principal
Phillip Bush	Secondary Assistant Principal
Abby Lamons	Secondary Assistant Principal
Amanda Vance	Elementary Assistant Principal
Alicia Rodgers	Elementary Assistant Principal
Amie Sheets	Elementary Assistant Principal
Paula Sloan	Alternative Education Director
Matt Cloud	Athletic Director

2. *RE-EMPLOYMENT*: Upon the recommendation of the Superintendent, the re-employment of the following non-certified administrators for the 2018-19 school year be APPROVED:

EMPLOYEE NAME	TITLE
Diane Adamson	Director of Finance
Robert Batson	Director of Technology
Brad Jones	Director of Maintenance, Grounds & Transportation
Dana Dobson	Director of Child Nutrition
Sabrina Garner	Activity Fund Specialist
Larry Wood	Assistant Director of Transportation
Kathy Daniel	BOE Office Manager
Wendy Wallace	Personnel Specialist
Meghan Lowry	Personnel Specialist
Brenda Hammer	Student Information Data Admin, District Report & Technology Training Specialist

3. *EMPLOYMENT*: Upon the recommendation of the Superintendent, the employment and contract approval of the following person(s), be APPROVED:

NAME	SITE/POSITION	EFFECTIVE DATE
	Heritage P/T Para Sub	1/30/2018 Temp 1 Year Contract
	Cherokee Special Care Para	2/12/2018 Temp 1 Year Contract
	Cherokee P/T Para Sub	1/31/2018 Temp 1 Year Contract
	Transportation Bus Driver	2/7/2018 Temp 1 Year Contract

4. *JOB TRANSFERS*: Upon the recommendation of the Superintendent, the job transfers of the following person(s), be APPROVED:

NAME	SITE FROM-TO/POSITION	EFFECTIVE DATE
Heather Zimmer	Cherokee from P/T Para to SpEd Para	1/29/2018
Martha Barrington	½ Sequoyah & ½ Cherokee from P/T Para to SpEd Para	2/5/2018
Season Callaway	From ½ Cherokee & ½ Central to ½ Central & ½ TMS SpEd Para	2/5/2018

5. *RETIREMENT*: Upon the recommendation of the Superintendent, the retirement of the following person(s), be APPROVED:

NAME	SITE/POSITION	EFFECTIVE DATE
Edith Bunch	Transportation/Bus Driver	End of 2017-18 SY

Correct Michael Hunt's resignation approved on the December 14, 2017 board meeting from resignation to retirement.

6. RESIGNATION: Upon the recommendation of the Superintendent, the resignation of the following person(s), be APPROVED:

NAME	SITE/POSITION	EFFECTIVE DATE
Jaclyn Yanez	Cherokee/Special Care Para	1/22/2018
Kathryn Carey	Cherokee/Special Care Para	1/17/2018

7. TERMINATION: Upon the recommendation of the Superintendent, the termination of the following person(s), be APPROVED:

NAME	SITE/POSITION	EFFECTIVE DATE
Rachel Nicholas	Heritage/Special Care Para	1/26/2018

W. New Business:

New business refers to any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda. Legal Authority: *25 Okla. Stat. Section 311(A) (9)*

X. Motion and vote to adjourn.

Posted at _____ p.m. this 16th day of February 2018 at the Board of Education Building, 225 N Water Ave., Tahlequah Oklahoma.

Notary Signature

Notary Number: 12005570 **Notary Expires:** June 12, 2020

Tahlequah Public Schools

Purchase Order Register

Options: Year: 2017-2018, Fund: GENERAL FUND, Date Range: 7/1/2017 - 6/30/2018, PO Range: 555 - 587

PO No	Date	Vendor No	Vendor	Description	Amount
555	02/06/2018	8235	H & H QUALITY TIRES AND AUTO	TRANSPORTATION REPAIRS	50.00
556	02/06/2018	7468	CONTRACT PAPER GROUP, INC	INSTRUCTIONAL SUPPLIES	18,841.20
557	02/02/2018	10493	UCA CHAMPION/P-CARD	REGISTRATION PACKETS-FLORIDA TRIP	1,000.00
558	02/02/2018	11055	AMERICAN AIRLINES/P-CARD	AIRFARE-FLORIDA TRIP	1,818.06
559	02/02/2018	12928	WALT DISNEY ALL STAR MUSIC RESORT	LODGING-FLORIDA TRIP	1,750.00
560	02/02/2018	8231	NAFIS	REGISTRATION-NAFIS SPRING CONFERENCE	500.00
561	02/02/2018	9975	HYATT/P-CARD	LODGING-NAFIS SPRING CONFERENCE	1,250.00
562	02/02/2018	43	SADLER PAPER COMPANY INC	MGTC TRASH LINERS	1,000.00
563	02/02/2018	1549	ROBERTS TRUCK CENTER OKLAHOMA LLC	TSPORT-REPAIR	3,500.00
564	02/02/2018	6078	AMAZON CAPITAL SERVICES	INSTRUCTIONAL SUPPLIES	5,402.92
565	02/02/2018	204	WAL-MART/SYNCHRONY BANK	INSTRUCTIONAL SUPPLIES	3,450.00
566	02/02/2018	7300	STAPLES CONTRACT & COMMERCIAL INC	INSTRUCTIONAL SUPPLIES	216.99
567	02/08/2018	66097	AZTEC SOFTWARE ASSOC INC	ADULT EDUC FUNDAMENTAL SERIES	600.00
568	02/12/2018	659	OKLA SCHOOLS ADVISORY COUNCIL	REGISTRATION	180.00
569	02/12/2018	9232	QUIZLET INC	SOFTWARE	24.49
570	02/12/2018	84470	MELISSA A HARRIS	REIMBURSEMENT-EXPENSES	595.00
571	02/12/2018	13569	SMART BRANDS LLC	LODGING EXPENSES	330.00
572	02/12/2018	7058	TULSA TECHNOLOGY CENTER	REGISTRATION	40.00
573	02/12/2018	447	LAKESHORE LEARNING MATERIALS	INSTRUCTIONAL SUPPLIES	100.00
574	02/08/2018	3242	1-WORLD GLOBES & MAPS, LLC	ADULT ED DESK MAPS	184.00
575	02/08/2018	9234	OKLAHOMA WORKFORCE ASSOC.	REGISTRATION-OK WORKS CONFERENCE	1,200.00
576	02/12/2018	9240	NEPRIS INC	INSTRUCTIONAL SUPPLIES	149.00
577	02/12/2018	6892	CDW LLC	ADULT BASIC ED SUPPLIES 731	5,310.78
578	02/12/2018	7219	REALITY WORKS, INC	ADULT BASIC ED SUPPLIES 731	538.00
579	02/12/2018	6043	26.2 LLC	ADULT BASIC ED 319	750.00
580	02/14/2018	11180	SCHOLASTIC BOOK CLUBS	INSTRUCTIONAL SUPPLIES	50.00
581	02/14/2018	778	SCHOLASTIC INC.	INSTRUCTIONAL SUPPLIES	50.00
582	02/15/2018	66150	SODEXO INC & AFFILIATES	MEALS	400,000.00
583	02/15/2018	578	UNIVERSITY OF OKLAHOMA	REGISTRATION FEES	450.00
584	02/15/2018	12984	SOLUTION TREE, LLC	REGISTRATION FEES	3,045.00
585	02/15/2018	148	MUNICIPAL ACCOUNTING SYSTEMS INC	SOFTWARE CONVERSION	4,717.50
586	02/15/2018	12397	ERIC ARMIN INC	INSTRUCTIONAL SUPPLIES	96.50
587	02/16/2018	8986	AMANDA BROOKE ROZELL	SEQUOYAH TESTING	1,000.00

Non-Payroll Total:	\$458,189.44
Payroll Total:	\$0.00
Report Total:	\$458,189.44

Tahlequah Public Schools

Purchase Order Register

Options: Year: 2017-2018, Fund: GENERAL FUND, Date Range: 7/1/2017 - 6/30/2018, PO Range: 3118 - 3200

PO No	Date	Vendor No	Vendor	Description	Amount
3118	01/17/2018	6424	CRISIS PREVENTION INSTITUTE	ANNUAL MEMBERSHIP	150.00
3119	01/29/2018	447	LAKESHORE LEARNING MATERIALS	21ST CENTURY GRANT	3,024.70
3120	01/29/2018	204	WAL-MART/SYNCHRONY BANK	21ST CENTURY GRANT	280.00
3121	01/29/2018	2625	ORIENTAL TRADING CO., INC.	21ST CENTURY GRANT	96.91
3122	01/29/2018	6078	AMAZON CAPITAL SERVICES	21ST CENTURY GRANT	1,204.57
3123	01/29/2018	6892	CDW LLC	21ST CENTURY GRANT	255.07
3124	01/29/2018	10678	WEST MUSIC COMPANY INC	21ST CENTURY GRANT	598.89
3125	01/29/2018	9222	CATHERINE COUCH	JOM ACT REIMBURSEMENT	30.00
3126	01/29/2018	9219	SHW COMMUNICATIONS INC	SPED PD	97.00
3127	01/29/2018	550	US GAMES	PEP GRANT	33,349.00
3128	02/02/2018	204	WAL-MART/SYNCHRONY BANK	21ST CC GRANT SUPPLIES-BRIGGS	300.00
3129	02/09/2018	8816	SANDRA DUNNING	DRUG FREE GRANT EVAL	11,250.00
3130	02/09/2018	550	US GAMES	PEP GRANT	33,349.00
3131	02/09/2018	6078	AMAZON CAPITAL SERVICES	21ST CENTURY	1,300.00
3132	02/09/2018	2	HOBBY LOBBY	SPED STUDENT LAP DESK	20.00
3133	02/09/2018	1002	HAWTHORNE EDUCATIONAL SERVICES	ABES HOME VERSION	97.00
3134	02/09/2018	6601	HERFF JONES, INC	JOM CAPS AND GOWNS	4,530.00
3135	02/12/2018	6078	AMAZON CAPITAL SERVICES	21ST CENTURY	412.41
3136	02/12/2018	99999	COUNTY OF CHEROKEE DISTRICT 35 INDE	SEQUOYAH BOOK FAIR VOUCHERS	1,000.00
3137	02/12/2018	99999	COUNTY OF CHEROKEE DISTRICT 35 INDE	TMS BOOK FAIR VOUCHERS	3,810.00
3138	02/12/2018	99999	COUNTY OF CHEROKEE DISTRICT 35 INDE	GREENWOOD BOOK FAIR VOUCHERS	2,910.00
3139	02/12/2018	99999	COUNTY OF CHEROKEE DISTRICT 35 INDE	CHEROKEE BOOK FAIR VOUCHERS	2,320.00
3140	02/12/2018	99999	COUNTY OF CHEROKEE DISTRICT 35 INDE	HERITAGE BOOK FAIR VOUCHERS	2,680.00
3141	02/12/2018	84467	MICHAELLA MACK STRICKER	REIMBURSEMENT-EXPENSES	80.00
3142	02/12/2018	902	INDIAN AREA CAPITAL TECH CENTER	SPED PARA TRAINING	924.00
3143	02/12/2018	84507	JAYMEE JO JACKSON	REIMBURSEMENT-EXPENSES	80.00
3144	02/12/2018	84596	TAYLOR LAYNE ROEDENBECK	REIMBURSEMENT-EXPENSES	80.00
3145	02/12/2018	84497	BRANDI MICHELLE FRANKS	REIMBURSEMENT-EXPENSES	80.00
3146	02/12/2018	918	HOUGHTON MIFFLIN	TESTING SUPPLIES	999.90
3147	02/12/2018	9243	NATIONAL JOHNSON-O'MALLEY ASSOC	REGISTRATION JOM	350.00
3148	02/15/2018	2548	VERIZON WIRELESS SERVICES, LLC	INTERNET CONNECTION SRVCS	389.06
3149	02/15/2018	819	DICK BLICK ART MATERIALS	JOM-ART SUPPLIES	150.00
3150	02/15/2018	922	EDMENTUM INC	SOFTWARE LICENSE	1,555.50
Report Total:					\$107,753.01

Tahlequah Public Schools

Purchase Order Register

Options: Year: 2017-2018, Fund: BUILDING FUND, Date Range: 7/1/2017 - 6/30/2018, PO Range: 95 - 100

PO No	Date	Vendor No	Vendor	Description	Amount
95	02/02/2018	2454	TULSA WINNELSON CO	MAINT-TMAC HOT WATER HEATER	7,500.00
Report Total:					\$7,500.00