

**STILLWATER BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
July 14, 2020
6:30 p.m. Regular Business Meeting**

1. 6:30 P.M. BOARD OF EDUCATION REGULAR SESSION CALL TO ORDER AND ROLL CALL

The Board of Education of Independent School District No. 16 of Payne County, Oklahoma, met in regular session at the Stillwater Public Schools Administration Building, 314 S. Lewis, on the fourteenth day of July, 2020. Board President, MITSI ANDREWS, called the meeting to order at 6:30 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

Mitsi Andrews	President
Tim Riley	Vice President
Dr. Camille DeYong	Member
Ashley Moore	Member
Melody Wright	Member

STAFF AND PARTICIPANTS PRESENT:

Dr. Marc Moore	Superintendent
Cathy Walker	Assistant Superintendent
Dana Renner	Assistant Superintendent
David Harp	Harp Educational Services, LLC
Annette Jones	Board Clerk/Minutes Clerk
Dustin Reavis	Outgoing Board Member
Mark Pruitt	SPS Owner's Representative
Dr. Gay Washington	Oklahoma WONDERtorium
Uwe Gordon	Stillwater High School Principal
SPS Retiring Employees:	
Denise Ferrell	
Dian Porter	

2. PLEDGE OF ALLEGIANCE

Meeting participants recited the Pledge of Allegiance to the American flag.

3. COMMUNICATIONS/PUBLIC INTEREST

A. Stillwater Public Schools Community Partner – Oklahoma WONDERtorium

The Oklahoma WONDERtorium is a museum where children experience the power of play and includes programming for all elementary-aged students. Unfortunately, the Oklahoma WONDERtorium will close its doors this summer, thus ending an outstanding partnership with Stillwater Public Schools. Over the past nine years, this partnership has included:

- Elementary Special Education students visiting the WONDERtorium on Tuesdays from 11:30-2:00. Some sites did this weekly, while others would do monthly.
- Elementary English Learner (EL) students had a monthly Family Night
- K & 1st Grade teachers scheduled field trips throughout the year
- Family Nights for Pre-K students
- Special Education programming at Stillwater High School included work study training at the WONDERtorium with a different group coming each day during their class time as well as Extended School Year (ESY) offerings during the summer.
- The PALS after-school program coordinated several outreach programs, including but not limited to a representative from the WONDERtorium coming to a site presenting a specific model or theme.
- The Sangre Ridge ES gifted program partnered with the outreach program as well on an Aviation/Flight program
- The Skyline STEM program partnered with the outreach program on various mini STEM Projects

GAY WASHINGTON represented the Oklahoma WONDERtorium at the meeting. (*Source: Superintendent Moore*)

B. Recognition of Dustin Reavis for Year of Service on Stillwater Board of Education

DUSTIN REAVIS was recognized for his service on the Stillwater Board of Education. He was appointed on April 9, 2019 and served thru June 30, 2020.

C. Recognition of SPS Retiring Employees

Stillwater Public Schools would like to publicly recognized the employees that retired from SPS after many years of service. We truly appreciate their dedication to the students and community of Stillwater.

- Denise Ferrell – 26 years
- Jackie Lindsey – 4 years
- Dian Porter – 41 years
- Denise Thomas – 29 years

D. Superintendent's Report

The following was written and reported by SUPERINTENDENT MOORE.

During the month of July and early August, a group of community members and district administrators/staff will work on a resolution to be presented to the Stillwater Board of Education in August. This resolution will center on a commitment to equity for all students regardless of race, the value of diversity and inclusion, and strategies for a system-wide effort to advance these values within Stillwater Public Schools.

Stillwater Junior High administration and staff recently received notification that their 9th grade Academic Teams will finish as top placers in the state. Stillwater Junior High Team A will finish at first (1st) place, and Stillwater Junior High Team B will finish at third (3rd) place. Even though both teams did not participate in the state tournament due to the COVID-19 Pandemic, the teams received their final placement based on their seeding when competition stopped. Both teams will receive site trophies and individual medals for their accomplishments this season.

Summer school programming for grades K-12 via distance learning was a new and successful learning experience for the students, staff, and families. 109 English Learning (EL) students, 53 Extended School Year (ESY) students, 45 middle school and junior high math & reading remediation students, and 82 students enrolled in High School Credit Recovery. This included four seniors who finished their final credits to become Stillwater High School graduates. 65 students will participate in the Driver's Education program scheduled for July 27th - August 6th. Appreciation goes to the students, staff, and families for being Pioneers and leading the way on this new distance learning format for all of the summer programs!

Summer Nutrition Department staff served a total of 11,817 breakfasts and 11,817 lunches at Will Rogers Elementary School, Lincoln Academy, Skyline Elementary School, Stillwater Middle School and six satellite sites. Meal service will continue through July 24.

E. Board Communications

The following topics were mentioned:

- Thank you to Dustin Reavis for his service on the Board of Education
- Welcome to new Board of Education members Ashley Moore and Melody Wright
- Encourage parents to continue to share ideas and thoughts with the board
- SPS student awards
- Cross Country team fundraiser
- Mitsi Andrews will serve as President, Tim Riley as Vice President for the upcoming year
- Thank you to Bob Graalman for his service

Move to 5A – Treasurer's Report

F. Public Comments

There were no public comments.

G. Superintendent's Update on the District's Planning to Date for the 2020-2021 School Year and First Reading of Return to School Plan and Guidelines for Academic Services and Operations

- 1) Superintendent's Presentation on Planning to Date / [Presentation](#) (Source: Superintendent Moore)
- 2) Presentation of Survey Results
 - Community / [Presentation](#) (Source: Barry Fuxa)
 - Staff / [Presentation](#) (Source: Barry Fuxa)
- 3) First Reading on SPS's Return to School Plan and Guidelines for:
 - Academic Services / [Presentation](#) (Source: Cathy Walker)
 - Operations / [Presentation](#) (Source: Dana Renner)

Move to item 6A.

H. Graduation Update

[Presentation](#) – (Source: Uwe Gordon)

4. CONSENT AGENDA

All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

- A. **June 9, 2020, 5:00 p.m. Special Meeting Minutes** – Approved
- B. **June 29, 2020, 6:30 p.m. Special Meeting Minutes** – Approved
- C. **Transfer and Summary of Activity Account Funds** – Approved
- D. **Activity Account Fundraising Projects** – Approved
- E. **Encumbrances and Accounts Payable (approval of encumbrance numbers as listed):** - Approved
 - 2019-2020 General Fund Encumbrances #1302-1327 totaling \$286,552.59
 - ~~2019-2020 Building Fund Encumbrance #40 totaling \$200,000.00~~ not approved
 - 2019-2020 Child Nutrition Fund Encumbrances #143-144 totaling \$4,432.95
 - 2019-2020 Bond 31 Fund Encumbrances #302-319 totaling \$138,159.74
 - 2019-2020 Fund 31, 2017 Bond, BOKF Account Encumbrance #043 totaling \$35,527.02
 - 2020-2021 General Fund Encumbrances #1-205 totaling \$2,538,762.27
 - 2020-2021 Building Fund Encumbrance #1 totaling \$56,450.00
 - 2020-2021 Child Nutrition Fund Encumbrances #1-30 totaling \$1,849,658.17
 - 2020-2021 Bond 31 Fund Encumbrances #1-120 totaling \$1,127,439.83
- F. **Change Orders (approval of encumbrance numbers as listed):** - Approved
 - 2019-2020 Bond 31 Fund Encumbrances #291, 49
 - 2019-2020 Bond Fund 39 Encumbrance #23
- G. **Business/Finance FY 2020-2021 Contract with Air & Earth, Inc. (Asbestos Abatement)** – Approved
- H. **Certificate and Order to the County Clerk and County Treasurer of Payne County, Oklahoma, Authorizing Jericah Dawson as Stillwater Public Schools Treasurer** – Approved
- I. **Educational Services FY 2020-2021 Contracts:** - Approved
 - 1) Shannan Frohock (Hearing Impaired Student Services)
 - 2) Grand Lake Mental Health Center (Counseling Services)
 - 3) Oklahoma State University (Federal Work Study)
 - 4) Oklahoma State University Professional Education Unit (Field Clinical Experiences)
 - 5) Payne County Youth Services (Counseling Services)
 - 6) Payne County Youth Services (Business Associate)
 - 7) YMCA of Greater Oklahoma City - Stillwater Branch (Recreational Swim Program)
 - 8) ARH Therapy, Inc. (Occupational Therapy Services)
 - 9) Ellevation Education (Subscription Services)

- 10) Instructure (Subscription Services)
- 11) CCOSA (District Level Services Contract)
- 12) Stillwater First United Methodist Church (Early Childhood Services)
- 13) Meridian Technology Center (SMS Gateway Memorandum of Understanding)
- 14) Today's Therapy Solutions (Occupational Therapy Services)
- 15) NewView Oklahoma (Visually Impaired Students and Mobility Services)
- 16) University of Oklahoma Health Sciences Center (Student Teaching Affiliation)
- 17) Turning Point Ranch Foundation (Therapeutic Horseback Riding Program)
- 18) United Community Action Program, Inc. Head Start (Early Childhood Services)
- 19) United Community Action Program, Inc. Head Start (Special Services Agreement)
- 20) Kari Fields (Physical Therapy Services)

J. Second Reading and Approval of Policy DEF–Unused Sick Leave, Retirement Program
– Approved

K. Architect’s Report and 2017 Bond Update

L. Approve Nabholz use of Construction Management (CM) Contingency and Allowances for Stillwater Junior High School Renovation and Expansion Project – Approved

<u>#</u>	<u>Description</u>	<u>Amount</u>
023	Pothole/Site Utility Investigation	\$ 11,178.00
027	Drama Storage Wall Changes	\$ 7,732.27
029	COVID Avoidance Procedures	\$ 13,182.00
033	Remove/Prep Additional Paving	\$ 2,964.00

Dr. Camille DeYong requested pulling 4C for separate consideration and President Andrews requested pulling 4E, 2019-2020 Building Fund Encumbrance #40, for separate consideration.

Motion by DEYONG, second by RILEY, to approve Consent Agenda items excluding 4C and 4E, 2019-2020 Building Fund Encumbrance #40. The motion carried (5 – 0) with the following votes: DeYong – yes, Riley – yes, Moore – yes, Wright – yes, Andrews – yes.

Motion by WRIGHT, second by DEYONG, to approve item 4C. The motion carried (5 – 0) with the following votes: Wright – yes, DeYong – yes, Moore – yes, Riley – yes, Andrews – yes.

There was no action taken on 4E, 2019-2020 Building Fund Encumbrance #40.

5. BUSINESS/FINANCE

A. Consider and Vote to Approve Treasurer’s Report

The Treasurer’s Report for June 30, 2020, indicates monthly revenues of \$3,167,920.12 and monthly expenditures of \$3,310,784.54. General Fund monthly interest earnings is \$3,136.61 and Bond Fund monthly interest earnings is \$1,536.70.

Motion by DEYONG, second by MOORE, to approve the June 30, 2020, Treasurer's Report. The motion carried (5 – 0) with the following votes: DeYong – yes, Moore – yes, Wright – yes, Riley – yes, Andrews – yes. A copy of the Treasurer’s Report is attached to these minutes.

Move to 3F – Public Comments

B. Receive Bond Expenditures and Revenues Report

The monthly Bond Expenditures and Revenues Report for June 2020 provides an overview of the \$61,500,000 General Obligation Bond Issue approved on February 8, 2011, and the \$74,000,000 General Obligation Bond Issue approved on February 14, 2017. Warrants issued for the \$61,500,000 bond issue (current proceeds of \$61,500,000) equal \$61,727,216.60 with total funds remaining of \$19,786.91. Warrants issued for the \$74,000,000 bond issue (current proceeds of \$39,635,000) equal \$26,377,266.17 with total funds remaining of \$13,187,084.13. A copy of the report is included in the minutes file.

6. OPERATIONS

A. Receive Stillwater Junior High School Owner’s Representative Report

The following was written and submitted by MARK PRUITT.

Nabholz Construction Company continued their good progress in June. Major portions of remodeling have been completed in the Fine Arts and Cafeteria remodels. Ceiling grid installations and painting of interior walls/partitions continue to make good gains throughout the full project. The masons completed the brickwork on the Classroom Addition. Work on the Classroom and Performing Arts Additions has slowed down as work teams have moved to the remodeling areas that are first priority for the upcoming school year. Exterior sitework continued in June with more underground utility completions and 90% completion of driveways and parking areas.

Schedule – Because the millwork/casework/cabinet supplier’s production schedule was delayed due to Covid-19, some of the individual area finish dates have been pushed back. For each area below, the first date is NCC’s completion date as per their 6/9/2020 schedule. The second date is NCC’s revised completion date as per their 7/6/2020 schedule:

- Guidance Room Renovation – Completed on 4/17/2020
- 9th Grade Wing classroom Renovation – Completed on 6/17/2020
- Fine Arts Addition - 10/29/2020 – no change
- Classroom Addition - 12/31/2020 – no change
- Fine Arts Remodel – 8/24/2020 – now 9/7/2020
- Cafeteria Remodel (aka; multi-purpose room) – 9/18/2020 – now 10/9/2020
- 9th Grade Wing Restroom Renovation – 7/1/2020 – now 8/13/2020
- Site Work – 8/21/2020 – no change

We can expect to see these dates adjusted again next month. The contractual Date of Substantial Completion for the full project remains at Dec 31, 2020.

Project Quality/Safety – Quality remains at acceptable levels. No injuries reported.

Project Budget – The project continues to utilize various allowances for their designated purposes and remains on budget. Some of those budgets continue to be utilized to remedy various interior and exterior concealed conditions discovered during demolition. SPS administration is bidding/purchasing necessary existing Jr Hi roof repairs outside of this contract.

One Month Look-Ahead for July 2020 – School starts August 13 and NCC is focusing work in July on the Fine Arts Remodel, the Cafeteria Remodel, and the Fine Arts Addition. Meanwhile the east side Classroom Addition will see completion of exterior storefront doors and gradual completion of more interior finishes. The restroom remodeling in the 9th Grade wing should wrap up in July. Construction of the new temporary food service in the old wrestling room will be completed before school starts in August as well as the new south corridor and exit vestibule. Sitework expectations for July/August include driveway and parking lot completions as well as final grades for lawns and planting areas.

Move to item 3H.

7. OTHER REPORTS/RECOMMENDATIONS

A. Consider and Vote to Accept Donation of Museum Exhibits and Related Materials from Oklahoma WONDERtorium

Oklahoma WONDERtorium will close its doors after nine years in the Stillwater community. In June, the Oklahoma WONDERtorium Board of Directors voted to donate the existing museum exhibits and related materials (see attached letter from Oklahoma WONDERtorium Executive Director Dr. Gay Washington). These exhibits and related materials will be used to further advance the educational experience for Stillwater Public Schools’ students.

Motion by RILEY, second by DEYONG, to accept donation of museum exhibits and related materials from Oklahoma WONDERtorium. The motion carried (5 – 0) with the following votes: Riley – yes, DeYong – yes, Moore – yes, Wright – yes, Andrews – yes.

8. ADJOURNMENT

A. Vote to Adjourn

Motion by WRIGHT, second by MOORE, to adjourn at 9:17 p.m. The motion carried (5 – 0) with the following votes: Wright – yes, Moore – yes, DeYong – yes, Riley – yes, Andrews – yes.

STILLWATER BOARD OF EDUCATION

STILLWATER BOARD OF EDUCATION

Mitsi K. Andrews, President

Annette Jones, Minutes Clerk

I, the undersigned Clerk of the Stillwater Board of Education, District I-16, of Payne County, Oklahoma, certify that 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 Payne County, Oklahoma.

I also certify that at least 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 Stillwater Public Schools Administration Building, 314 S. Lewis, and on the school district's website located at www.stillwaterschools.com (posted July 13, 2020, at 3:00 p.m.).

Witness my hand and seal of the Stillwater School District on July 14, 2020.

STILLWATER BOARD OF EDUCATION

(SEAL)

Annette Jones, Clerk

These minutes were officially approved by the Stillwater Board of Education on _____.

Annette Jones, Clerk
Stillwater Board of Education