

**STILLWATER BOARD OF EDUCATION  
MINUTES OF SPECIAL MEETING  
June 9, 2020  
5:00 p.m. Special Meeting (Virtual)**

**1. 5:00 P.M. BOARD OF EDUCATION SPECIAL MEETING CALL TO ORDER AND ROLL CALL**

The Board of Education of Independent School District No. 16 of Payne County, Oklahoma, met in special session, a virtual meeting held via videoconference, on the ninth day of June, 2020. Board President, BOB GRAALMAN, called the meeting to order at 5:04 p.m. A quorum was present.

**BOARD MEMBERS PRESENT AT REMOTE LOCATIONS:**

Bob Graalman	President, via videoconference
Mitsi Andrews	Vice President, via videoconference
Dr. Camille DeYong	Member, via videoconference
Dustin Reavis	Member, via videoconference
Tim Riley	Member, via videoconference

**STAFF AND PARTICIPANTS PRESENT AT REMOTE LOCATIONS:**

Dr. Marc Moore	Superintendent, via videoconference
Cathy Walker	Assistant Superintendent, via videoconference
Dana Renner	Assistant Superintendent, via videoconference
Dr. Michael Shanahan	Director of Human Resources, via videoconference
Bo Gamble	Stillwater Middle School Principal, via videoconference
Annette Jones	Board Clerk/Minutes Clerk, via videoconference
Barry Fuxa	Communications Coordinator, via videoconference
Jerica Dawson	Chief Financial Officer/Treasurer, via videoconference
Kevin Calvert	Technology Director, via videoconference
Mark Pruitt	Owner's Representative, via videoconference
Collett Campbell	PTA President, via videoconference
Dee Atkins	Indian Education Coordinator, via videoconference
Retiring Staff via videoconference:	
Janice Cox	Lisa Larios
Salena Underwood	Earl Johnson
Dr. Michael Shanahan	

**2. PLEDGE OF ALLEGIANCE**

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

**3. COMMUNICATIONS/PUBLIC INTEREST**

**A. SPS Staff Retirement Recognitions**

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

Janice Cox – 33 years	Earl Johnson – 11 years
Lisa Larios – 17 years	Jackie Lindsey – 4 years
Dian Porter – 41 years	Jamie Pratz – 25 years
Michael Shanahan – 6 years	Denise Thomas – 29 years
Salena Underwood – 23 years	Kelly Worthy – 31 years

**B. Community Partner - Stillwater PTA Council**

The Citywide PTA Council, led by Collett Campbell, helped Stillwater Public Schools tremendously this spring by assisting with gathering and distributing student supplies/lunches and by gathering giveaway items for the seniors during “Celebrate SHS Graduates Week.”

As for gathering and distributing student supplies/lunches, the Council:

1. Supplied SPS with 27,000 lunch bags for meals

2. Provided drivers with meals for home delivery
3. Provided 1,000 sacks of supplies for kids to finish out the school year
4. Supplied SPS with 1,000 bags for personal protective equipment kits
5. Supplied SPS with 8,000 sacks for personal items for students (teachers and staff used these sacks to hold personal items prior to distributing to students)

As for gathering giveaway items for the seniors, they obtained the following:

1. Coupons for free snow cones at Cowboy Corner, sponsored by Cowboy Corner and Bancfirst
2. Coupon for a free drink from Oncue
3. Coupon for a cookie pack from Homeland, sponsored by Homeland and Bancfirst
4. Coupon for free shake from Eskimo Joe's
5. Coupon for a free queso from Mexico Joe's

*(Source: Superintendent Moore)*

### **C. Superintendent's Report**

The following was written and reported by SUPERINTENDENT MOORE.

Teachers, administrators, board members, and staff participated in "School Tours Day" as part of Celebrate SHS Graduates Week. 2020 SHS grads and their families participated in this event by driving around town and touring schools they attended, while being cheered on by teachers at each one. When the 2020 SHS graduates and their families visited the High School, the Stillwater High School principals, Lincoln Academy principal Trent Swanson, and I gave them coupons for food and drinks at local establishments, a commemorative watercolor print of SHS, and a "Class of 2020" t-shirt.

Most of the district's summer school programs and activities started the first of June via distance learning. This includes English Language Learner (ELL) and Extended School Year (ESY) for students KG - 12th grade. For middle school- and junior high-aged students, math and reading remediation classes are being offered. Students (9th - 12th) needing additional credits for graduation are participating in credit recovery classes at Lincoln Alternative Academy. A Driver's Education course will be held at Stillwater High School in the month of July. Students needing services under the Reading Sufficiency Act received reading activity packets.

The Nutrition Services Department is offering free meals for kids on Monday through Friday this summer, which started on June 1 and is ending in July with a date to be determined based on approval of United States Department of Education waivers. The Nutrition Services Department is offering "Grab and Go" meals with breakfast and lunch at Will Rogers ES, Highland Park ES, Stillwater Middle School, Skyline ES, Lincoln Academy, OSU Family Resource Center, the tag agency, Whispering Hills Apartments, Boomer Creek Apartments, the dog park and The Links apartments. A child does not have to be present to get a meal.

Dr. Moore commented on, in the matter of the death of George Floyd, that he will be presenting a resolution to the board for consideration that sets out what the district commitment is concerning racism in the school environment.

### **D. Board Communications**

The following topics were mentioned:

- SPS reopening discussions that are being conducted this week
- Dr. Moore's comments on the death of George Floyd
- Diversity in the SPS hiring process
- Appreciation to Dr. Graalman for his service on the board of education
- Appreciation of how the teachers and staff have handled the pandemic, navigating through the learning process
- Upcoming city-wide vote scheduled on June 30<sup>th</sup> for the annual school board election

BOB GRAALMAN stated the following:

*Recent events and current circumstances compel me to ready prepared comments tonight, particularly with respect to some of what Dr. Moore has said. In the past few weeks I have*

*marveled yet again at SPS faculty and staff and their response to difficult times. That pattern continues and is something I won't forget about board service. In addition to student success, the following have become focal points for my board term: 1) the faculty experience (3r's – recruit, retain, reward), 2) the arts in our schools, 3) the role of the school in creating a trauma-sensitive community. But tonight, the need for a more diverse staff to reflect the issues of society never seemed more urgent. There, I applaud Dr. Moore's announcement that the board and system will prepare a resolution and policies to address these matters, and look forward to hearing of its approval and implementation for a school environment that prepares our students for the larger world they will join.*

#### **E. Public Comments**

There were no public comments.

#### **F. COVID-19 Board Update**

This is a monthly report on how the district is currently responding to the COVID-19 pandemic. (Source: Superintendent Moore)

Distance Learning Update – A parent survey was conducted and results were received from 1,290 parents. The survey questions centered around: 1) the assigned work, 2) the frequency of visiting the website, 3) the amount of time students spent working on distance learning assignment, 4) whether the student would need internet or device assistance in the future if distance learning is necessary, and 5) the resources and support provided by the district.

Operations Update – An equipment exchange for all sites and grade levels occurred the week of May 26-29. The total lost estimate for library books, textbooks, chrome books, uniforms/equipment, instruments is \$125,000. The district will be establishing a reentry task force where the goal is to create a safe environment for students and staff while maintaining academic integrity for students.

In the area of technology, the following tasks are occurring: 1) an online enrollment implementation, 2) reversing work-from-home support and transitioning staff back to work, 3) incorporating new management tools to address staff remote support issues, 4) research for distance learning options, 5) implementing an electronic faxing option.

The district has purchased and distributed for site use, the following: 1) nitrile gloves, disinfectant wipes, masks and hand sanitizer, 2) disinfectant and trigger sprayers, 3) plexiglass barriers for reception/office areas, 4) backpack sprayers, and 5) spatial distancing markers.

The district has established procedures for drivers continuing to deliver meals along with child nutrition staff. The YMCA contract has been amended to provide reduced bus service for their summer program while maintaining social distancing and best practices. Transportation options are being examined for the upcoming school year. Child nutrition plans and protocols for school reentry are being explored.

Personnel Update – The district employees have used 238 days of FFCRA leave to date. Since the June 3rd return to work date, staff are conducting daily temperature checks and following the CDC recommendations in work spaces. Required professional development trainings and tutorials have been carried out for current on contract employees. Sites are closed to staff not on contract.

Finance Update – The FY20 General Fund revenue projection is down an estimated 3% and expense projection is down an estimated 1%. The projected FY20 fund balance is approximately 10-11%.

DR. CAMILLE DEYONG left the meeting between 5:50 p.m. - 6:25 p.m.

#### **G. Board Update on 2020-2021 School Year Plan**

SUPERINTENDENT MOORE presented the following information timeline.

May

- Weekly principal meetings to discuss 20-21 school year options
- Surveys sent to all parents
- Level 1 Google Classroom training completed by teachers
- Teachers worked to identify essential skills in their grade level and held alignment meetings to ensure those skills are taught in next grade level
- Researched distance learning training for all teachers
- Special Education teachers worked on designing distance learning curriculum for students needing support

#### June

- Working with Education SuperHighway to may Internet needs
- Administration meetings to determine student and staff technology needs
- Principals and administration are researching online educational curriculum and instructional software programs (e.g. Edmentum, Odysseyware)
- Summer school started online. Will conduct after action review to determine what to sustain and what to change
- Listening sessions with teachers and parents
- Update distance learning policy

#### July

- Present completed distance learning plan for the 20-21
- Gather accurate data from parents to determine devices and Internet needed
- Approve contracts with outside vendor for online educational curriculum and instructional software programs

The Center for Disease Control (CDC) guidelines and considerations will serve as the basis for daily operations, school closure, and safety procedures. CDC states school district can determine, in collaboration with state and local health officials to the extent possible, whether and how to implement CDC guidelines and considerations while adjusting to meet the unique needs and circumstances of the local community. A task force has been established to provide leadership in determining and reviewing process and procedures related to COVID-19. The Stillwater Medical Center will assist with policy/procedure review and guidance.

Academic Services is planning two options for the next school year. Option #1 is the “Traditional Classroom”

- Utilization of Google Classroom, an online tool designed to assist educators in managing coursework by creating classes, distributing assignments, maintain curricular materials, and grade/provide feedback to students.
- Training on Google Classroom provided to students and parents
- New learning will continue and grades will be given

Option #1 (during intermittent or extended school closure)

- Use of Google Classroom for consistent, seamless transition
- New learning will continue and grades will be given
- Weekly contact with students
- Technology provided to students, when needed
- Working on plans for Internet access

Option #2 - “Distance Learning”

- Utilization of online educational curriculum and instructional software purchased from outside vendor (e.g. Edgenuity, Odysseyware, Edmentum)
- New learning will continue and grades will be given
- Teacher support provided to every student
- Technology provided to students, when needed
- Working on a plan for Internet access
- Participation in SPS extracurricular programs allowed, provided student meets OSSAA, NCAA, or other regulations

#### **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. May 12, 2020, 5:00 p.m. Special Meeting Minutes – Approved**
- B. May 21, 2020, 12:30 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 #1243-1301 totaling \$262,222.03**
  - 2019-2020 Child Nutrition Fund Encumbrances #121-142 totaling \$1,509.00**
  - 2019-2020 Bond 31 Fund Encumbrances #289-301 totaling \$747,538.85**
  - 2019-2020 Bond 39 Fund Encumbrance #24 totaling \$1,150.00**
- F. Change Orders (approval of encumbrance numbers as listed): - Approved**
  - 2019-2020 General Fund Encumbrances #42, 463, 1156**
  - 2019-2020 Child Nutrition Fund Encumbrances #20, 21, 22**
  - 2019-2020 Bond 31 Fund Encumbrance #25, 27, 128**
- G. Architect’s Report and 2017 Bond Update**
- H. Second Reading and Approval of the Following Policy Revisions: – Approved**
  - 1) DHAC Staff Members and Social Media**
  - 2) EEI-E2 Volunteer Application Form**
- I. Business/Finance FY 2020-2021 Contract Renewals: – Approved**
  - 1) A.D.P.C. (Financial Software License & Support)**
  - 2) Municipal Accounting Systems, Inc. (Financial Software License & Support)**
  - 3) OnCue Marketing, LLC (Fleet Fuel)**
  - 4) MPower (Janitorial and Landscape Services)**
  - 5) YMCA of Greater Oklahoma City (Swim Program)**
  - 6) OSSBA Employment Services (Unemployment Insurance)**
  - 7) Oklahoma School Assurance Group (Workers Comp Insurance)**
  - 8) Coca-Cola Southwest Beverage (District Beverage Service)**
  - 9) Neopost Leasing, Inc. (Mailing System)**
  - 10) Xcel Office Solutions (Copier Service)**
  - 11) ThyssenKrupp Elevator (Elevator Maintenance and Repairs)**
  - 12) Otis Elevator (Elevator Maintenance and Repairs)**
  - 13) Panco (Maintenance Service for Syntronix Control System)**
  - 14) Jenkins & Kemper, CPA (District Auditor Service)**
  - 15) Kellogg & Sovereign Consulting, LLC (E-Rate Management Services)**
  - 16) ForeCast5 (Analytic Software)**
  - 17) Millennium Financial Group, LLC (Collection Agency for Child Nutrition)**
  - 18) Municipal Finance Services, Inc. (Bond Consultant Service)**
  - 19) Public Finance Law Group, PLLC (Bond Legal Service)**
  - 20) Hilltop Securities (Bond Arbitrage Rebate Compliance)**
  - 21) City of Stillwater (School Resource Officer Service)**
  - 22) Drugs of Abuse Testing Laboratory, Inc. (Drug Testing Service)**
  - 23) Rosenstein, Fist & Ringold (Legal Counsel Service)**
  - 24) Matt Devlin, P.C. (Legal Counsel Service)**
  - 25) Harp Educational Services, LLC (Treasury and Financial Service)**
  - 26) BuyBoard (National Purchasing Cooperative)**
  - 27) TIPS (National Purchasing Cooperative)**
  - 28) C-Star Management, LLC (Commercial Property Management Service)**
  - 29) Simmons Bank (Kicker Property Lease Purchase)**
  - 30) Simmons Bank (Cimarron Plaza Lease Purchase)**
  - 31) National Cooperative Leasing (Copiers Lease Purchase)**
  - 32) Chase Morgan Bank (Westwood Lease Purchase)**
  - 33) OSIG (Property, Fleet, and Liability Insurance)**
  - 34) BancFirst Insurance Services, Inc. (Cimarron Plaza Insurance)**
  - 35) Mark Pruitt (Owners Representative, Junior High School Construction Project)**
  - 36) Clearwater Enterprises (Natural Gas Supplier)**
- J. Membership Renewal with Oklahoma State School Board Association (OSSBA) for FY 2020-2021 – Approved**

- K. FY 2020-2021 Temporary Appropriations for General Fund, Building Fund and Child Nutrition Fund – Approved**
- L. Activity Fund Custodians and Bond for Each, Co-signers, Banks and Bank Account Numbers for FY 2020-2021 – Approved**
- M. Resolution Authorizing the School District Treasurer to Issue Non-Payable Checks and Authorizing the Purchase of the Checks as Investments from Other District Funds – Approved**
- N. Authorized Representatives and Designated Custodians for FY 2020-2021: - Approved**
  - 1) Designation of Chief Financial Officer Jericah Dawson as Purchasing Agent for Stillwater Independent School District and Designated Custodian for General Fund, Building Fund, Child Nutrition Fund, Bond Funds, and Activity Funds**
  - 2) Designation of Superintendent Dr. Marc Moore as Authorized Representative for all Federal Programs**
  - 3) Designation of Technology Director Kevin Calvert as Authorized Representative for Schools and Libraries Universal Services (E-Rate)**
- O. Appointments and Bond Authorization for each for FY 2020-2021: - Approved**
  - 1) Annette Jones – Board Clerk and Board Minutes Clerk**
  - 2) Annette Turley – Deputy Board Clerk and Deputy Board Minutes Clerk**
  - 3) Jericah Dawson – Board Treasurer**
  - 4) Debbie Schroeder – Assistant Board Treasurer**
  - 5) Shannon Flores – Encumbrance Clerk**
- P. Student Open Transfers for SY 2020-2021 – Approved**
- Q. 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>
018	PR#8 – Revisions with Wing Wall	\$(1,370.00)
024	Relocating Owner Items	\$ 1,030.00
025	Relocate Water Valve/Meter	\$ 1,992.00
026	New Transformer Requirements	\$ 2,012.00
028	RFI #066 Drama Room 130 Fire Line Modification	\$ 4,109.38
030	Revised Steel Support per RFI #71	\$ 1,073.00
032	Fire Suppression Changes	\$ 2,871.09
- R. Accept Donation from Stillwater High School Softball Booster Club for Scoreboard Replacement at Little Couch Field Softball Facility – Approved**

Motion by REAVIS, second by RILEY, to approve the Consent Agenda. The motion carried (4 – 0) with the following votes: Reavis – yes, Riley – yes, Andrews – yes, Graalman – yes.

**5. BUSINESS/FINANCE**

**A. Consider and Vote to Approve Treasurer’s Report**

The Treasurer’s Report for May 31, 2020, indicates monthly revenues of \$3,279,451.59 and monthly expenditures of \$3,956,316.02. General Fund monthly interest earnings is \$4,001.32 and Bond Fund monthly interest earnings is \$1,000.10.

Motion by ANDREWS, second by REAVIS, to approve the May 31, 2020, Treasurer's Report. The motion carried (5 – 0) with the following votes: Andrews – yes, Reavis – yes, DeYong – yes, Riley – yes, Graalman – yes. A copy of the Treasurer’s Report is attached to these minutes.

**B. Receive Bond Expenditures and Revenues Report**

The monthly Bond Expenditures and Revenues Report for May 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 \$61,714,674.10 with total funds remaining of \$(32,329.41). Warrants issued for the \$74,000,000 bond issue (current proceeds of \$31,635,000) equal \$24,956,116.17 with total funds remaining of \$6,689,416.61. 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.

Overview of progress – At the May 27 OAC meeting the OAC “Team” approved Nabholz’ recommendation to no longer operate under strict anti-pandemic procedures. While still promoting 6-foot social distancing, recommended face masks, and no ill persons allowed on site; the additional hand sanitizing stations will be removed. The contractor made good progress in May. Major portions of remodeling have been completed in the wake of last month’s interior demolition. MEP rough-ins and painting of interior walls/partitions continue to make good gains. Exterior sitework continued in May with major underground utility completions and the start of driveways and parking areas.

Schedule – Because of the rescheduling of the remodeled portion of the project the OAC “Team” is hoping for an earlier completion date for some portions of the Work. SPS Administration is working with Nabholz and SSA planning room allocations necessary for an August 2020 school start-up. 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 are being 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 June 2020 –Both the west side Performing Arts Addition and the east side Classroom Addition will see completion of more interior finishes. The masons will be completing brickwork on the Classroom Addition. Interior remodeling will continue throughout June. The 9th Grade wing remodeling should wrap up in June. Construction of the new temporary food service in the old wrestling room will be completed before school starts in August. Driveway and parking lot construction will see substantial gains.

## **B. Consider and Vote to Approve Fiscal Year 2020-2021 Early Childhood Partnership Agreement with Golden Oaks Village of Stillwater, LLC**

Golden Oaks, LLC agrees to partner with Stillwater Public Schools for the development of an “intergenerational” early childhood educational program for four-year-old children. Golden Oaks elderly residents are given the opportunity to interact with and participate in limited aspects of the program as classroom volunteers. Golden Oaks will provide the classroom space for the program. No changes from previous year. (*Source: Dana Renner*)

Motion by RILEY, second by REAVIS, to approve FY21 Early Childhood Partnership agreement with Golden Oaks Village of Stillwater, LLC. The motion carried (5 – 0) with the following votes: Riley – yes, Reavis – yes, DeYong – yes, Andrews – yes, Graalman – yes.

## **7. OTHER REPORTS/RECOMMENDATIONS**

### **A. Receive Graduation Update**

The district will conduct its 2020 SHS Graduation at the Pioneer Stadium on Friday, July 24, with an inclement weather date of Saturday, July 25, provided the district can conduct the ceremony following the Center for Disease Control (CDC) guidelines for group gatherings. SPS will conduct a virtual or alternative ceremony on the same date if CDC guidelines cannot be met. (*Source: Superintendent Moore*)

UWE GORDON reported the following current graduation plans.

- Graduation will be streamed.
- Graduation will be made available for download.
- Follow CDC guidelines related to self-monitoring and health.
- Graduation will start at 8:00 PM.
- All gates to the stadium will be opened for entrance and exit to minimize traffic and flow for social distancing.

- Graduates will park in the front lot and gather in the field house where they will be given masks and seated 6 feet apart. They will receive instructions related to the ceremony.
- Graduate seating will be socially distance on the turf facing south toward the stage.
- Stage personnel will be socially distanced on both sides of the stage. Only speakers will be on stage until diplomas are given.
- Graduates will enter from the south entrances (2) and walk on the track, entering the seated area from the north.
- Dress will be comfortable.
- Hand sanitizer will be available to all.
- Water will be made available to graduates.
- Cum folder distribution after ceremony, and other stuff.

Families and spectators:

- We will request that only immediate family attend (for now).
- We will request that masks be worn by non-graduates in attendance.
- We will produce some messaging related to family social distancing as we get closer.
- SHS students attending will sit on the grass hill and socially distance.
- Seating will be open on both sides of the stadium.
- Faculty and staff will sit on the track, socially distanced.

## **B. Receive Board Retreat Update**

SUPERINTENDENT MOORE presented a revised timeline for conducting the annual board retreat that was delayed due to the COVID-19 pandemic. The revised timeline schedules the retreat for late July-early August, adopting the superintendent's goals at the first board meeting following the annual retreat, with the statements of work completion date of September 2020.

## **C. Receive Second Reading of 2020-2021 SPS Student Handbook**

The handbook committee reviewed the existing handbooks and came to a consensus that instead of having multiple handbooks, one for each school level, the handbooks should be combined into one districtwide handbook for students and parents. Having one handbook would streamline communication and establish more consistency with the information we share. The new handbook will be online and will have a searchable feature where parents or students can type a keyword and the handbook will go directly to that information. The updated handbook will continue to have current policy, practice and procedures. The handbook will continue to be reviewed and updated annually. The handbook is located at the following link: <https://handbook.stillwaterschools.com/>

## **D. Receive First Reading of the Following Policy Revisions:**

### **1) DEF Unused Sick Leave, Retirement Program**

The Policy Review Committee met on May 26th to review policy DEF. Details concerning the proposed revision is as follows:

#### DEF - Unused Sick Leave Retirement Program

This policy revision is to clarify current language and to align to actual practice. The revision has been reviewed by the board's attorney.

## **E. Receive Fourth Quarter Suspension Report and Five-Year Comparison Report**

This report lists fourth quarter data from the Infinite Campus Student Information System concerning student placement in In-School Suspensions and Out of School Suspensions, the details of the suspension, and a five-year data comparison report. A copy of the report is included in the minutes file.

## **8. EXECUTIVE SESSION**

### **A. Proposed Executive Session to Discuss the Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda as Authorized by OKLA. STAT. tit. 25 Section 307(B)(1), and the Negotiations with Employees and Representatives of Employee Groups including Certified and Support Employee Negotiations as Authorized by OKLA. STAT. tit. 25 Section 307(B)(2)**



**1) Vote to Convene in Executive Session**

Motion by DEYONG, second by ANDREWS, to convene in Executive Session at 7:07 p.m. The motion carried (5 – 0) with the following votes: DeYong – yes, Andrews – yes, Reavis – yes, Riley – yes, Graalman – yes.

**2) President’s Acknowledgement of the Return of the Board to Open Session**

PRESIDENT GRAALMAN acknowledged the return of the Board to Open Session at 7:41 p.m.

**3) Statement of Executive Session Minutes**

The following statement was made by TIM RILEY. The Executive Session convened at 7:07 p.m. The board returned to Open Session at 7:41 p.m. This Executive Session was conducted entirely via videoconference. Those present at remote locations were as follows:

Via Videoconference:

- Dr. Camille DeYong, Member for Ward 1
- Tim Riley, Member for Ward 2
- Mitsi Andrews, Vice President and Member for Ward 3
- Dustin Reavis, Member for Ward 4
- Bob Graalman, President and Member for Ward 5
- Dr. Marc Moore, Superintendent
- Dee Atkins (between 7:27-7:35 p.m.)

In the Executive Session the Board discussed the appointments, resignations and employment recommendations listed on Exhibit A of the agenda as authorized by OKLA. STAT. tit. 25 Section 307(B)(1) and, the negotiations with employees and representatives of employee groups including certified and support employee negotiations as authorized by OKLA. STAT. tit. 25 Section 307(B)(2). Nothing else was discussed in Executive Session. No votes were taken in the Executive Session. This will constitute the Minutes of the Executive Session.

**9. OPEN SESSION, FINAL ITEMS**

**A. Consider and Vote to Approve Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda**

Motion by ANDREWS, second by REAVIS, to approve the appointments, resignations, and employment recommendations listed on Exhibit A of the agenda, with the following TBA appointments. This motion excluded the appointment of an Assistant Principal for Sangre Ridge Elementary School.

**Appointment for 2020-2021 School Year**

Position #: 120-170  
 Kira Ailey  
 Education: Bachelor, Oklahoma State University  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, 2<sup>nd</sup> Grade Teacher, Skyline Elementary School  
 Beginning Date: August 10, 2020

Position #: 705-125  
 Melissa Blubaugh  
 Education: Master, East Central University  
 Years of Experience: 4 years  
 Assignment: 1.000 FTE, Language Arts Teacher, Stillwater High School  
 Beginning Date: August 10, 2020

Position #: 135-103  
 Zach Boydston  
 Education: Bachelor, Oklahoma State University  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, PE Teacher, Richmond Elementary School  
 Beginning Date: August 10, 2020

Position #: 505-134  
 Brian Dunagan  
 Education: Bachelor, University of Central Oklahoma  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, Orchestra Teacher, Stillwater Middle School  
 Beginning Date: August 10, 2020

Position #: 120-113  
 Kylie Hammock  
 Education: Bachelor, Oklahoma State University  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, 3<sup>rd</sup> Grade Teacher, Skyline Elementary School  
 Beginning Date: August 10, 2020

Position #: 120-118  
 Peyton James  
 Education: Bachelor, Oklahoma State University  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, 5<sup>th</sup> Grade Teacher, Skyline Elementary School  
 Beginning Date: August 10, 2020

Position #: 610-135  
 Mattison Lemmons  
 Education: Bachelor, Oklahoma State University  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, Science Teacher, Stillwater Junior High School  
 Beginning Date: August 10, 2020

Position #: 505-116  
 Randall Patzkowski  
 Education: Master, Oklahoma State University  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, Keyboarding Teacher, Stillwater Middle School  
 Beginning Date: August 10, 2020

Position #: 120-164  
 Andrea Thompson  
 Education: Bachelor, University of Central Oklahoma  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, Kindergarten Teacher, Skyline Elementary School  
 Beginning Date: August 10, 2020

Position #: 505-187  
 Andrea Turlington Richmond  
 Education: Master, University of NC at Chapel Hill  
 Years of Experience: 0 years  
 Assignment: 1.000 FTE, Math Teacher, Stillwater Middle School  
 Beginning Date: August 10, 2020

**Appointment for 2019-2020 School Year**

<u>Name</u>	<u>Job Title</u>	<u>Position #</u>	<u>New</u>	<u>Hours</u>	<u>Site</u>	<u>Rate</u>
Julie Dunn	Custodian I	320-139	No	8.0	FAC	\$11.10

**Appointment for 2020-2021 School Year**

<u>Name</u>	<u>Job Title</u>	<u>Position #</u>	<u>New</u>	<u>Hours</u>	<u>Site</u>	<u>Rate</u>
Marissa Herrmann	Cook I	760-132	No	6.0	SNS	\$11.10
Annette Christianson	Cook I	760-102	No	6.0	SNS	11.74
Lacey Kniep	Teacher Asst-Title IX	105-176	No	7.0	HP	11.69

**Appointment for 2020-2021 School Year**

Position #: 050-104

Dee Atkins

Assignment: 1.000 FTE, Director of Federal and OSU Programs, Stillwater Public Schools

Beginning Date: July 1, 2020

Salary: \$70,907 + benefits

Contract Days: 260 days

**Extra-Duty Stipend for the 2019-2020 School Year Subject to the Execution of an Extra-Duty Contract**

<u>Name</u>	<u>Job Title</u>	<u>New</u>	<u>Site</u>	<u>Rate</u>
Dee Atkins	At-Will Assignment	Yes	ADM	\$35.00/hour

The motion carried (5 – 0) with the following votes: Andrews – yes, Reavis – yes, DeYong – yes, Riley – yes, Graalman – yes. A complete list of approved personnel recommendations (Exhibit A) is attached to and made a part of these minutes.

**10. ADJOURNMENT**

**A. Vote to Adjourn**

Motion by GRAALMAN, second by ANDREWS, to adjourn at 7:44 p.m. The motion carried (5 – 0) with the following votes: Graalman – yes, Andrews – yes, DeYong – yes, Reavis – yes, Riley – yes.

STILLWATER BOARD OF EDUCATION

STILLWATER BOARD OF EDUCATION

\_\_\_\_\_  
Robert E. Graalman, Jr., President

\_\_\_\_\_  
Annette Jones, Minutes Clerk

I, the undersigned Clerk of the Stillwater Board of Education, District I-16, of Payne County, Oklahoma, certify that notice of the time and date of this special meeting was emailed (June 4, 2020, at 2:23 p.m.) at least 48 hours prior to the meeting to the County Clerk of Payne County, Oklahoma.

I also certify that at least 24 hours prior to this special meeting, excluding Saturday, Sunday, and holidays, notice of the date, time, place, and agenda of this meeting was posted on the school district’s website located at [www.stillwaterschools.com](http://www.stillwaterschools.com) on June 8, 2020, at 3:00 p.m.

Witness my hand and seal of the Stillwater School District on June 9, 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