

**STILLWATER BOARD OF EDUCATION
MINUTES OF SPECIAL MEETING
February 21, 2017
5:00 p.m. Special Meeting**

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

The Board of Education of Independent School District No. 16 of Payne County, Oklahoma, met in special session at the Stillwater Public Schools Administration Building, 314 S. Lewis, on the twenty-first day of February, 2017. Board President, ERIC GUDGEL, called the meeting to order at 5:00 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

Eric Gudgel	President
Dr. Camille DeYong	Vice President
Dr. Marshall Baker	Incoming Member
Dr. Bob Graalman	Member
Debra Vincent	Member

STAFF AND PARTICIPANTS PRESENT:

Dr. Marc Moore	Superintendent
Dr. Gay Washington	Assistant Superintendent
Dr. Terry McCarty	Assistant Superintendent
Dr. Mike Shanahan	Human Resources Director
Phillip Storm	Chief Financial Officer
Annette Jones	Board Clerk
Mike Lauvetz	Coldwell Banker Team Stillwater
Delphine Heppel	Coldwell Banker Team Stillwater

PURPOSE OF THE MEETING

- Review February 14, 2017 School Board Election Return
- Administer Oath of Office to Board of Education Member for Seat No. 2
- Reorganize Board of Education and Vote on President and Vice President
- Authorize President to Designate Executive Session Minutes Clerk
- Authorize President to Designate OSSBA Legislative Liaison
- Meet in Executive Session to Discuss Personnel Matters Listed on Exhibit A of the Agenda, Discuss Purchase or Appraisal of Real Property, and to Conduct the Ongoing Monthly Confidential Evaluation of the Employment Performance of the Superintendent of Schools
- Possible Action in Open Session on Exhibit A – Personnel Recommendations
- Possible Action in Open Session on Consulting Contract with Coldwell Banker Team Stillwater

2. APPROVAL OF AGENDA

Motion by GRAALMAN, second by DEYONG, to approve the agenda as presented. The motion carried (4 – 0) with the following votes: Graalman – yes, DeYong – yes, Vincent – yes, Gudgel – yes.

3. INTRODUCTORY ITEMS/BOARD OF EDUCATION REORGANIZATION

A. Review February 14, 2017 School Board Election Return

A Certificate of Election was issued to MARSHALL BAKER for Board Member Seat Two (2) on February 17, 2017. Dr. Baker filed with opposition for the position winning 59.41% of the vote. School Board Position No. 2 has a 5-year term of office ending in 2022.

B. Administer Oath of Office to Board of Education Member for Seat No. 2

Board Clerk, ANNETTE JONES administered the oath of office to MARSHALL BAKER.

C. Nomination, Discussion, and Vote for President of the Board of Education

Motion by GRAALMAN, second by GUDGEL, to nominate DEBRA VINCENT for Board President. The motion carried (5 – 0) with the following votes: Graalman – yes, Gudgel – yes, Baker – yes, Vincent – yes, DeYong – yes.

D. Nomination, Discussion, and Vote for Vice President of the Board of Education

Motion by DEYONG, second by GUDGEL, to nominate BOB GRAALMAN for Board Vice President. The motion carried (5 – 0) with the following votes: DeYong – yes, Gudgel – yes, Baker – yes, Graalman – yes, Vincent – yes.

President Vincent presided over the meeting from this point on.

E. Vote to Authorize the President to Designate a Board Member to Serve as the Executive Session Minutes Clerk

Motion by GUDGEL, second by DEYONG, to authorize the President to designate a Board Member to serve as the Executive Session Minutes Clerk. The motion carried (5 – 0) with the following votes: Gudgel – yes, DeYong – yes, Baker – yes, Graalman – yes, Vincent – yes.

PRESIDENT VINCENT appointed MARSHALL BAKER to serve as the Executive Session Minutes Clerk.

F. Vote to Authorize the President to Designate a Board Member to Serve as 2017 OSSBA Legislative Liaison

Motion by GUDGEL, second by DEYONG, to authorize the President to designate a Board Member to serve as the OSSBA 2017 Legislative Liaison. The motion carried (5 – 0) with the following votes: Gudgel – yes, DeYong – yes, Baker – yes, Graalman – yes, Vincent – yes.

PRESIDENT VINCENT appointed MARSHALL BAKER to serve as the 2017 OSSBA Legislative Liaison.

4. PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

- **The Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda as Authorized by OKLA. STAT. tit. 25 Section 307(B)(1),**
- **The Purchase or Appraisal of Real Property identified as: 517 S. Willis, 507 S. Willis, 2015 W. 5th, 2011 W. 5th, 504 S. McFarland, 423 S. Willis, 2014 W. 5th, 2006 W. 5th, 2002 W. 5th, 401 S. Willis, 2011 W. 4th, 402 S. McFarland, as Authorized by OKLA. STAT. tit. 25 Section 307(B)(3), and**
- **Conduct On-going Monthly Confidential Evaluation of the Employment Performance of the Superintendent of Schools as Authorized by OKLA. STAT., tit. 25, Section 307(B)(1)**

A. Vote to Convene in Executive Session

Motion by GUDGEL, second by GRAALMAN, to convene in Executive Session at 5:12 p.m. The motion carried (5 – 0) with the following votes: Gudgel – yes, Graalman – yes, Baker – yes, DeYong – yes, Vincent – yes.

B. President's Acknowledgement of the Return of the Board to Open Session

PRESIDENT VINCENT acknowledged the return of the Board to Open Session at 6:22 p.m.

C. Statement of Executive Session Minutes

The following statement was made by MARSHALL BAKER. During the Executive Session the following people were present: Eric Gudgel, Debra Vincent, Dr. Marshall Baker, Dr. Bob Graalman, Dr. Camille DeYong, Dr. Michael Shanahan (between 5:30-5:42 p.m.), Phillip Storm (between 5:30-6:04 p.m.), Dr. Terry McCarty (between 5:34-6:04 p.m.), Delphine Heppel and Mike Lauvetz (between 5:34-6:03 p.m.), and Dr. Marc Moore (between 5:30-6:06 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 Title 25 OKLA. STAT. Section 307(B)(1), the purchase or appraisal of real property identified as: 517 S. Willis, 507 S. Willis, 2015 W. 5th, 2011 W. 5th, 504 S. McFarland, 423 S. Willis, 2014 W. 5th, 2006 W. 5th, 2002 W. 5th, 401 S. Willis, 2011 W. 4th, 402 S. McFarland, and the on-going monthly confidential evaluation of the employment performance of the Superintendent of Schools, as authorized by Title 25 OKLA. STAT. Section 307(B)(1). Nothing else was discussed in Executive Session. No votes were taken in the Executive Session. This will constitute the minutes of the Executive Session.

MOTION TO RECONVENE FEBRUARY 21, 2017 SPECIAL MEETING

At 6:23 p.m. the following Motion was made by GUDGEL, and seconded by GRAALMAN: I move to reconvene this February 21, 2017, 5:00 p.m. Special Meeting after the February 21, 2017, 6:30 p.m. Regular Business Meeting. The meeting will reconvene in the small conference room at the Stillwater Public Schools Administration Building located at 314 S. Lewis.

FEBRUARY 17, 2017 5:00 P.M. BOARD OF EDUCATION CALL TO ORDER AND ROLL CALL

The Board of Education of Independent School District No. 16 of Payne County, Oklahoma, reconvened in special session at the Stillwater Public Schools Administration Building, 314 S. Lewis, on the twenty-first day of February, 2017. Board President, DEBRA VINCENT, called the meeting to order at 8:47 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

Debra Vincent	President
Dr. Bob Graalman	Vice President
Dr. Marshall Baker	Member
Dr. Camille DeYong	Member
Eric Gudgel	Member

STAFF AND PARTICIPANTS PRESENT:

Dr. Marc Moore	Superintendent
Annette Jones	Board Clerk

4. PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

- **The Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda as Authorized by OKLA. STAT. tit. 25 Section 307(B)(1),**
- **The Purchase or Appraisal of Real Property identified as: 517 S. Willis, 507 S. Willis, 2015 W. 5th, 2011 W. 5th, 504 S. McFarland, 423 S. Willis, 2014 W. 5th, 2006 W. 5th, 2002 W. 5th, 401 S. Willis, 2011 W. 4th, 402 S. McFarland, as Authorized by OKLA. STAT. tit. 25 Section 307(B)(3), and**
- **Conduct On-going Monthly Confidential Evaluation of the Employment Performance of the Superintendent of Schools as Authorized by OKLA. STAT., tit. 25, Section 307(B)(1)**

A. Vote to Convene in Executive Session

Motion by GUDGEL, second by GRAALMAN, to convene in Executive Session at 8:49 p.m. The motion carried (5 – 0) with the following votes: Gudgel – yes, Graalman – yes, Baker – yes, DeYong – yes, Vincent – yes.

B. President's Acknowledgement of the Return of the Board to Open Session

PRESIDENT VINCENT acknowledged the return of the Board to Open Session at 10:15 p.m.

C. Statement of Executive Session Minutes

The following statement was made by MARSHALL BAKER. During the Executive Session the following people were present: Eric Gudgel, Debra Vincent, Dr. Marshall Baker, Dr. Bob Graalman, Dr. Camille DeYong, and Dr. Marc Moore. In the Executive Session the Board the on-going monthly confidential evaluation of the employment performance of the Superintendent of

Schools, as authorized by Title 25 OKLA. STAT. Section 307(B)(1). Nothing else was discussed in Executive Session. No votes were taken in the Executive Session. This will constitute the minutes of the Executive Session.

5. CONSIDER AND VOTE TO APPROVE CONSULTING SERVICES AGREEMENT BETWEEN INDEPENDENT SCHOOL DISTRICT NO. 16 OF PAYNE COUNTY, OKLAHOMA AND COLDWELL BANKER TEAM STILLWATER

The purpose of this agreement is to allow Coldwell Banker Team Stillwater to help the District facilitate the purchase of properties adjacent to Westwood Elementary School.

Motion by GUDGEL, second by BAKER, to approve Consulting Services Agreement between Independent School District No. 16 of Payne County, Oklahoma and Coldwell Banker Team Stillwater. The motion carried (5 – 0) with the following votes: Gudgel – yes, Baker – yes, DeYong – yes, Graalman – yes, Vincent – yes. A copy of the agreement is included in the minutes file.

6. CONSIDER AND VOTE TO APPROVE APPOINTMENTS, RESIGNATIONS AND EMPLOYMENT RECOMMENDATIONS LISTED ON EXHIBIT A OF THE AGENDA

Motion by GUDGEL, second by GRAALMAN, to approve the appointments, resignations, and employment recommendations listed on Exhibit A of the agenda, including the following TBA appointments:

Appointment for 2016-2017 School Year

<u>Name</u>	<u>Job Title</u>	<u>Position #</u>	<u>New</u>	<u>Hours</u>	<u>Site</u>
Stephanie Adams	Cook I	760-123	No	7.0	SNS
Jacob Culpepper	In School Placement	610-162	No	7.5	JH
Pamela Harmon	Accompanist	705-193	Yes	6.0	HS
Deanna Lewis	Cook I	760-121	No	6.0	SNS
Danielle McClure	Cook I	760-109	No	4.0	SNS
Typanga Patterson	Data Entry	480-107	No	4.0	IT
Paloma Pritchett	Cook I	760-115	No	7.0	SNS
Marc Major	Custodian I	320-136	No	8.0	FAC
Maxwell Moore	Teacher Asst-Title I	120-155	No	7.0	SK
Marcus Shields	Teacher Asst-SpEd	115-158	No	7.0	SR

Extra-Duty Stipend for the 2016-2017 School Year Subject to the Execution of an Extra-Duty Contract

<u>Name</u>	<u>Job Title</u>	<u>New</u>	<u>Site</u>
Manuel Rubio	EAS Tutor	Yes	HS
Jillian Yates	EAS Tutor	Yes	HS

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

7. VOTE TO ADJOURN

Motion by GUDGEL, second by DEYONG, to adjourn at 10:22 p.m. The motion carried (5 – 0) with the following votes: Gudgel – yes, DeYong – yes, Baker – yes, Graalman – yes, Vincent – yes.

STILLWATER BOARD OF EDUCATION

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Debra Vincent, 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, date, and place of this special meeting was faxed (February 14, 2017 at 11:24 a.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 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 on February 17, 2017 at 3:00 p.m.

Witness my hand and seal of the Stillwater School District on February 21, 2017.

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