

**STILLWATER BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
March 13, 2012
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 thirteenth day of March, 2012. Board Vice President, DEBRA VINCENT, called the meeting to order at 6:30 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

Debra Vincent	Vice President
Eric Gudgel	Member
John Price	Member

BOARD MEMBERS ABSENT:

Mike Dicks	President
Kevin Clark	Member

STAFF AND PARTICIPANTS PRESENT:

Ann Caine	Superintendent	
Jim Ryan	Assistant Superintendent	
Gay Washington	Director of Special Education	
Phillip Storm	Chief Financial Officer/Treasurer	
Kellee Brown	HR/Public Information Director	
Annette Jones	Board Clerk	
Monty Karns	OSU Long Range Facilities	
Ryan Blake	Sangre Ridge Elementary Principal	
Cort Vanzant	Sangre Ridge Elementary Student	
Jill Metzger	Westwood Elementary Principal	
Bob Schaefer	Selser Schaefer Architects	
Kurt Goebel	High School Teacher/Swim Coach	
High School Swim Team:		
Alex Thomas	Courtney Carman	Sydney Goad
Lauren Terry	Kelsey Haseley	Brooke Njaa
Kaitlyn Altman	Savannah Hudon	Brynne Njaa
Jodie Wilson	High School Wrestling Coach	
High School Wrestling Team:		
Kaid Brock	Joe Smith	Benny Teegarden
Jace Depperschmidt	Paul Wilson	Travis Morgan
Krista Neal	Child Nutrition Director	
Child Nutrition Department Employees:		
Linda Cagle	Deborah Newport	Marie Brown
Kathleen Smith	Belinda Brown	Lynn Cheatwood
Annette Turner	Diane Bradley	John Mouring

2. PLEDGE OF ALLEGIANCE

RYAN BLAKE introduced Sangre Ridge Elementary Student, CORT VANZANT, who led board members, staff and participants present in the Pledge of Allegiance to the American flag.

3. PREVIEW/APPROVAL OF AGENDA

Motion by GUDGEL, second by PRICE, to approve the agenda as presented. The motion carried (3 – 0) with the following votes: Gudgel – yes, Price – yes, Vincent – yes.

4. COMMUNICATIONS/PUBLIC INTEREST

A. Superintendent's Report

The following was reported by SUPERINTENDENT CAINE.

The middle school received a \$25,000.00 Gateway to Technology Grant. This grant will fund a new elective class focusing on technology and engineering concepts. Congratulations to Devin Chakraborty, a seventh grader, who qualified for the next round at the State Geography Bee. He will now compete with the top 100 geography students in the state. The winner at the state level will travel to Washington DC for the National Geography Bee. Good Luck Devin.

Congratulations to the 9th grade academic team composed of Daniel McAbee, Jacob Luckey, Sam Kerns, Richard Yang, Wayne Lin, and Kamakshi Vaidyanathan for placing 4th in the regional meet. Congratulations to the 8th grade academic team for winning the regional championship. The team is composed of Alex Mason, Mickey Eggett, Kylin Wang, Eric Hume, Albert Cai, and Srividya Uppalapati and will compete at state in April. Finally, congratulations to Natalie Speer and Alex Wuller for placing first in the Oklahoma Engineering Fair PingPong Launcher Competition in OKC. They competed against 54 other schools to win the competition.

B. Recognition of SHS Girls Swim Team Placing 2nd in State

KURT GOEBEL introduced members of the high school swim team who finished 2nd place this year at state. They were a runner up team receiving the girl's 5A trophy. Team members are as listed: Alex Thomas (+), (#), Courtney Carman (+), Sydney Goad (+), (#), Lauren Terry (#), Kelsey Haseley (#), Brooke Njaa (+), Kaitlyn Altman (alternate), Savannah Hudon (alternate), Brynne Njaa (alternate). [(+) 1st 200 Medley relay; (#) 1st 400 Free relay]

C. Recognition of SHS Wrestlers Qualifying for State

JODIE WILSON introduced the six high school students who qualified this school year for state. Three of these members were state champions. The team placed 3rd overall. The qualifiers are listed below: Kaid Brock, Joe Smith*, Benny Teegarden, Jace Depperschmidt, Paul Wilson*, Travis Morgan*. [*State champions]

D. Recognition of Child Nutrition Department

KRISTA NEAL introduced and recognized the following employees from the Child Nutrition Department: Linda Cagle, Deborah Newport, Marie Brown, Kathleen Smith, Lynn Cheatwood, Annette Turner, Diane Bradley and John Mouring.

E. Board Communications

ERIC GUDGEL was recently invited to watch the use of a Smart Board in Ginger Billman's kindergarten classroom at Richmond and is impressed how the use of technology is used in the learning process. He also stated that he appreciates the donation for green fees that Lakeside Golf Course provides to students on the golf team.

F. Public Comments

There were no public comments.

5. 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. Minutes of February 21, 2012, 12:00 p.m. Special Meeting – Approved

B. Minutes of February 21, 2012, 6:30 p.m. Regular Meeting – Approved

C. Transfer and Summary of Activity Account Funds – Approved

D. Activity Account Fundraising Projects – Approved

E. Out-of-State Travel Applications: – Approved

- **SHS DECA Traveling to Salt Lake City, UT on April 27-May 2, 2012**

Motion by PRICE, second by GUDGEL, to approve the Consent Agenda. The motion carried (3 – 0) with the following votes: Price – yes, Gudgel – yes, Vincent – yes.

6. OPERATIONS

A. Receive District Architect Update

BOB SCHAEFER reported that Value Engineering of the two schools is underway and the team of Lambert Construction, OSU-LRFP, Selser-Schaefer, and the Stillwater School District is closing the gap on the overages that became apparent on bid day. OSU-LRFP will be making recommendations to the school board for their approval and Lambert Construction Company's inclusion into their Guaranteed Maximum Price for each school.

An Earth Change Permit has been acquired and construction has been mobilized at the Will Rogers site. The security fence has been constructed and the transformer has been relocated. Building permit comments have not yet been received from the City of Stillwater.

Construction has been mobilized at the Highland Park site. The security and silt fences have been constructed. Job trailers are on site and temporary power has been supplied for use throughout construction. Tree removal has been completed as evidenced by the large mound of cedars to the south of the site along Sixth Street. The building pad is currently being built up. An earthwork permit has been issued by the City of Stillwater. The City of Stillwater has agreed to separate the roadway improvement contract documents from the building contract documents which will allow for a building permit to be issued at an earlier date. Selser Schaefer has received preliminary comments on the documents from the City of Stillwater and has issued responses for the city's review.

Selser Schaefer Architects met with the administrators from both schools on January 24, 2012 to review final furniture selection and associated materials. Material selections and color palette for both schools have been selected.

The design team is now working on the design portion of the LEED submittal. This consists of assigning the documentation and verification of each individual point to a particular discipline or contractor of the design team. This discipline will then document how this point was achieved and will be submitted to USGBC for approval. Once contracts are awarded to the subcontractors a kickoff meeting with the commissioning agent, Lambert Construction, subcontractors, the owner, architect, and consultants will be scheduled to solidify the roles, responsibilities, and expectations for the commissioning process.

Selser Schaefer Architects has compiled a list of needs associated with each school within the district. Jim Ryan and John Anders are currently reviewing this list and will be meeting with the administration of each school to determine the accuracy of these observations. Once this list has been verified, the architect will hold programming meetings with leaders and stakeholders of each facility. Selser Schaefer Architects will then provide concepts and cost opinions for each facility. These cost opinions will be used as a tool to help the district prioritize these projects within the remaining bond funding parameters.

B. Receive District Construction Update

At Highland Park the topsoil has been stripped and salvaged and is the eastern most pile of material on the south end of the site. Soil excavation and embankment work continues. The contractor has completed twelve (12) lifts of material. Each lift is approximately eight (8) inches thick. This makes subgrade embankments over 50% complete. After completion and acceptance of the subgrade embankment, eighteen (18) inches of select soil material will be placed to support the building floor slabs. Approximately one-half of the select soil was imported to the site and is the western most pile of material on the south end of the project. Standard Testing, the on-site testing company, reports that the material is being properly compacted at the appropriate water content.

7. EDUCATIONAL SERVICES

A. Receive Student Academic Updates for Westwood Elementary and Sangre Ridge Elementary

JILL METZGER reported that Westwood has an all time high enrollment of 609 students. Last year, Westwood did not make AYP within the Economically Disadvantaged and IEP student groups. The math and reading scores for these groups increased from years 2010 to 2011. Teachers created grade level plans for students whose testing results were in the “limited knowledge” or “unsatisfactory” categories. Small flex group instruction, DRT teams, benchmarking, hands-on activities, repetition, and subject area software programs are some of the examples of grade level teaching strategies that are helping the students. Westwood has also added an additional half-time reading teacher.

RYAN BLAKE reported that Sangre Ridge has a total student population of 550 which is up from last year’s total student population of 515. They have the lowest percentage of free/reduced population, which is 12%. There are 78 students who participate in the gifted/talented program. Sangre Ridge met AYP in 2010 and 2011. The overall API score is 1307. Their attendance rate is 96%. Sangre has Data Review Teams (DRT) that consists of a teacher, school psychologist, site administrator, parent and tutors. Students are identified and referred into the program using the CRT, Benchmark, STAR testing’s as well as teacher recommendation and parent request. The teams meet every two weeks. In addition to RTI, Mr. Blake has implemented a reading tutor program that employs retired teachers to tutor students in a one-on-one setting. These tutors work daily with the same students for 30 minutes and students are tested for progress on a weekly basis. Supplemental programs are available for Native American tutoring, after school art and outdoor classroom improvements.

B. Consider and Vote to Approve 2012-2013 Before/After School Child Care Agreement

Stillwater Public Schools requested proposals from qualified childcare facilities to provide before and after school childcare for elementary age school children (Pre-Kindergarten through Grade 5) for the 2012-2013 school year. Requests for proposals were sent in February 2012 to all licensed childcare providers in Stillwater. One bid was received from the Stillwater Y. The bid was reviewed by a committee of Elementary Principals, Director of Elementary Education and Director of Special Education. The Y was chosen as the childcare provider for 2012-2013.

Motion by GUDGEL, second by PRICE, to approve the Before/After School Child Care Agreement with Stillwater Y for 2012-2013. The motion carried (3 – 0) with the following votes: Gudgel – yes, Price – yes, Vincent – yes.

8. BUSINESS/FINANCE

A. Consider and Vote to Approve Treasurer’s Report

The Treasurer’s Report for February 29, 2012 indicates monthly revenues of \$5,163,816.74 and monthly expenditures of \$2,798,398.42.

Motion by PRICE, second by GUDGEL, to approve the February 29, 2012 Treasurer's Report as presented. The motion carried (3 – 0) with the following votes: Price – yes, Gudgel – yes, Vincent – yes. A copy of the Treasurer’s Report is attached to and made a part of these minutes.

B. Consider and Vote to Approve Encumbrances and Accounts Payable (approval of encumbrance numbers as listed):

- 2011-2012 General Fund Encumbrances #893-999 totaling \$44,312.52**
- 2011-2012 Bond Fund 38 Encumbrances #90 totaling \$45.99**
- 2011-2012 Bond Fund 39 Encumbrances #258-269 totaling \$18,249.37**

Motion by PRICE, second by GUDGEL, to approve the Encumbrances and Accounts Payable as listed. The motion carried (3 – 0) with the following votes: Price – yes, Gudgel – yes, Vincent – yes.

C. Consider and Vote to Approve Change Orders (approval of encumbrance numbers as listed):

- 2011-2012 General Fund Encumbrances #27, 73, 82, 111, 732, 780, 790**

Motion by PRICE, second by GUDGEL, to approve the Change Orders as listed. The motion carried (3 – 0) with the following votes: Price – yes, Gudgel – yes, Vincent – yes.

D. Receive Bond Expenditures and Revenue Update

The bond expenditures monthly report for February 2012 provides an overview of current bond funds including the bonds approved on October 9, 2007 and February 8, 2011. Warrants issued for the \$31,000,000 bond issue approved in October 2007 total \$31,879,077 with total funds remaining of \$320,887. The \$61,500,000 February 8, 2011 bond fund report (current proceeds of \$12,500,000) shows total expenditures of \$3,640,039.33 with total funds remaining of \$9,434,509.91. A copy of the report is included in the minutes file.

E. Discussion, Consideration and Vote to Pay (as a Pass-thru Agency) the State's Obligation for National Board Certified Teacher Stipends

A legislative agreement has been announced to provide funding for the National Board Certified Teacher stipend for this year. Preliminary information indicates the agreement will provide \$5,000 per eligible teacher. However, it takes \$5,382.50 to fully fund a \$5,000 stipend due to required FICA payments. Over a decade ago, a law was enacted which promised Oklahoma teachers a \$5,000 annual bonus if they obtained certification as a National Board Certified Teacher. For many years, this stipend was paid directly from the State Department of Education to the eligible teachers. Then the IRS determined that the SDE was not properly reporting these bonuses, so 4 years ago the SDE chose to funnel this money through the local school districts and told us that we would now be responsible for paying these stipends to our eligible employees.

The stipend was fully funded the first two years. The SDE sent the districts \$5,382.50 per eligible teacher which covered the full cost of this state obligation. The third year the SDE sent the districts only \$5,000 per teacher. Many districts then reduced the stipend amount correspondingly so that their cost equaled the amount of funding received from the state. Last year the SDE sent \$3,934 per teacher. For each of the past two years the Stillwater Board of Education has chosen to incur costs above the amount of funding received for NBCT stipends. The attached report summarizes NBCT funding over the past 4 years.

Motion by PRICE, second by GUDGEL, to Authorize the District to Pay (as a Pass-Through Agency) the State's Obligation for National Board Certified Teacher Stipends to Eligible Teachers in the full amount of \$5,000, absorbing the additional expense of the unfunded FICA costs (approximately \$33,000). The motion carried (3 – 0) with the following votes: Price – yes, Gudgel – yes, Vincent – yes.

9. ADJOURNMENT

A. Vote to Adjourn

Motion by GUDGEL, second by PRICE, to adjourn at 7:57 p.m. The motion carried (3 – 0) with the following votes: Gudgel – yes, Price – yes, Vincent – yes.

STILLWATER BOARD OF EDUCATION

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Michael R. Dicks, 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 March 12, 2012 at 10:00 a.m.).

Witness my hand and seal of the Stillwater School District on March 13, 2012.

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