

**STILLWATER BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
June 13, 2017
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 June, 2017. Board President, DEBRA VINCENT, called the meeting to order at 6:30 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

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

STAFF AND PARTICIPANTS PRESENT:

Dr. Marc Moore	Superintendent
Dr. Gay Washington	Assistant Superintendent
Dr. Terry McCarty	Assistant Superintendent
Phillip Storm	Chief Financial Officer/Treasurer
Dr. Mike Shanahan	Human Resources Director
Annette Jones	Board Clerk
Brian Thomas	Selser Schaefer Architects
John Anders	Director of Facilities
Tucker Barnard	Director of Athletics
Kevin Calvert	Director of Technology
Robby Branscum	High School Teacher
FFA Students:	
Adrienne Blakey	Kade Killough
Adyson Blakey	Hailea Hooten
Ashlyn Dobbs	Riley Luginbill
Madison Zweiacker	Austin Hooten
Mackenzie Gazaway	Jaden Brunnemer
Kenzie McAlister	Halle Lester
Morgan Williams	Kinzie Burtrum
Cooper Hane	
Seth Condley	Varsity Soccer Coach
Soccer Assistant Coaches:	
Chip Muskrat	Michael O'Hare
Varsity Soccer Team Members:	
Daniel Mutai	Jeff Rhea
John Saunders	Austin Campbell
Mason Bratton	Mohamed Abo-Basha
Collin Bellmer	Eduardo Camara
Mason Dobbs	Carter Keith
Tyler Novotny	Tavar Booze
Vlad Munteanu	Ahmed Eissa
Jared Glass	Scott Swiech
Melanie Eick	3023 N. Husband
Amy Spiva	Executive Director of MPower, Inc.

2. PLEDGE OF ALLEGIANCE

Board members, staff and participants present recited the Pledge of Allegiance to the American flag.

3. PREVIEW/APPROVAL OF AGENDA

Motion by GUDGEL, second by GRAALMAN, to approve the agenda as presented. The motion carried (5 – 0) with the following votes: Gudgel – yes, Graalman – yes, Baker – yes, DeYong – yes, Vincent – yes.

4. COMMUNICATIONS/PUBLIC INTEREST

A. Superintendent's Report

The following was written and reported by SUPERINTENDENT MOORE.

Most of the district's summer school programs and activities started the first of June with some scheduled to begin later this month. At the secondary level, Stillwater Junior High currently offers driver's education classes. Math and reading remediation classes, serving both middle school- and junior high-aged students, are scheduled to start on June 26. Students needing additional credits for graduation are participating in credit recovery classes at Lincoln Academy. Many secondary and elementary enrichment camps, including but not limited to Technology Connections, An American Girl Adventure, Computers & Coding, will occur throughout the summer at various sites. Starting June 26, Will Rogers Elementary School will host summer school for the following programs: Reading Sufficiency Act, English Language Learner (ELL), and Extended School Year (ESY). The Child Nutrition Department is offering free meals for kids on Monday through Friday this summer, which started on May 30 and is ending on July 28. The Child Nutrition Department will serve both breakfast and lunch at Will Rogers Elementary School and serve only lunch at Southern Woods Park and Boomer Lake Park Pavilions.

Justin Minges, Stillwater Chamber of Commerce President, notified the district recently about the Stillwater Chamber of Commerce's decision to designate Stillwater Public Schools as its business of the month for June. The Chamber recognized SPS at its monthly Business @ Lunch held on June 9 at Meditations Banquet Facility.

The U.S. Department of Energy (DOE) recently announced the twelve individuals selected as the 2017-2018 Albert Einstein Distinguished Educator Fellows. According to the DOE, these "twelve outstanding science, technology, engineering and mathematics (STEM) educators have been selected to serve the 11-month fellowship in Washington, DC, within the offices of three sponsoring agencies and five Congressional Offices." Dr. Becky Hammack, SMS STEM teacher, will serve as the National Science Foundation, Directorate for Education and Human Resources, Division of Research on Learning in Formal and Informal Settings and will begin her appointment Sept. 1, 2017.

B. Recognitions

1) FFA Student Recognitions

ROBBY BRANSCUM presented the following list of accomplishments for students in the FFA program.

- 2016-2017 State FFA Reporter - Adrienne Blakey
- 2017-2018 (newly elected) State Vice President - Kade Killough

These state officers serve on a team of 8 students that represent the 27,000 Oklahoma FFA Officers

- State Champion Creed Speaker - Adyson Blakey
- State Champion Agriscience Proficiency Award - Adrienne Blakey
- State Champion Job Interview CDE - Hailea Hooten
- State Champion Ag Issues Team - Wren Cavins, Ashlyn Dobbs, Kelbi Lacy, Amber Hanson, Lauren Phillips, Riley Luginbill, Madison Zweacker
- State Champion Agriscience Fair Project Social Systems Division 1 - Austin Hooten
- State Champion Agriscience Fair Project Social Systems Division 4 - Mackenzie Gazaway and Jaden Brunnemer
- State Champion Agriscience Fair Project Animal Systems Division 2 - Riley Luginbill and Kenzie McAlister

All state champions will represent Oklahoma at the National Contests next October in Indianapolis, Indiana.

- State Runner Up 8th, 9th, 10th Grade General Speech - Halle Lester
- State Runner Up Natural Resources Speech - Kade Killough
- State Runner Up Freshman Quiz Bowl Team - Brennan Lacy, Morgan Williams, Cooper Hane, Mackenzie Gazaway
- State Runner Up Agricultural Education CDE - Halle Lester
- State Runner Up Beef Production Placement Proficiency Award - Kinzie Burtrum
- State Runner Up Goat Production Proficiency Award - Alexis Hoang
- State Runner Up Antiscience Fair Social Systems Division 1 - Madison Zweiacker
- \$5,000 Deep in the Heart Scholarship - Adrienne Blakey
- \$1,200 Washington Leadership Conference Scholarship - Kinzie Burtrum
- \$1,000 Proficiency Award Scholarship - Adrienne Blakey
- \$1,500 Oklahoma Youth Expo Scholarship - Kade Killough
- \$1,000 National FFA Scholarship - Hailea Hooten
- \$1,000 National FFA Scholarship - Adrienne Blakey
- 3rd Place State Junior Parliamentary Procedure Team - Halle Lester, Wren Cavins, Cooper Hane, Austin Hooten, Riley Luginbill, Brennan Lacy, Mackenzie Gazaway
- 3rd Place Sheep Production Proficiency Award Winner - Dalton Hicks
- 3rd Place Swine Production Placement Proficiency Award - Jaden Brunnemer
- 5th Place State Greenhand Quiz - Mackenzie Gazaway
- Masters of Beef Advocacy State Winner - Ashlyn Dobbs
- State FFA Degree Recipients - Hunter Black, Dalton Hicks, Kade Killough, Kelby Rudd, Hailea Hooten, Katie Phillips
- State Chorus Members - Keelyn Schaefer, Brennan Lacy, Wren Cavins
- State Talent Competition Finalist - Halle Lester
- 2nd Place Chapter CDE Sweepstakes

2) SHS Soccer Team Recognition

SETH CONDLEY introduced the high school students who won this year's State Soccer Championship Runner-Up. Those present include: Daniel Mutai, Jeff Rhea, John Saunders, Austin Campbell, Mason Bratton, Mohamed Abo-Basha, Collin Bellmer, Eduardo Camara, Mason Dobbs, Carter Keith, Tyler Novotny, Tavar Booze, Vlad Munteanu, Ahmed Eissa, Jared Glass, and Scott Swiech. Also introduced were assistant coaches Chip Muskrat and Michael O'Hare.

3) Retiring SPS Staff

The following employees are retiring from the district after many years of service and were recognized for their dedication to Stillwater Public Schools. None were present.

Shirley Ahern – 9 years
Kathi Hromas – 32 years
Ruby Wilson – 23 years

Pamela Haines-Heley – 19 years
Fran Stellman – 19 years

C. Public Comments

MELANIE EICK made a public statement concerning the sale of the old Highland Park property to MPower, Inc.

D. Legislative Liaison Report

There was no report.

E. Board Communications

The following topics were mentioned:

- Congratulations to the 2017 Graduates
- Community engagement as it relates to the school district, especially when it comes to funding issues

- Admiration for teachers and their work
- Appreciation to Dr. Gay Washington for her service
- Cathy Walker, incoming Assistant Superintendent

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 May 9, 2017, 5:00 p.m. Special Meeting** – Approved
- B. Minutes of May 9, 2017, 6:30 p.m. Regular Meeting** – Approved
- C. Minutes of May 22, 2017, 5:45 p.m. Special Meeting** – Approved
- D. Transfer and Summary of Activity Account Funds** – Approved
- E. Activity Account Fundraising Projects** – Approved
- F. Encumbrances and Accounts Payable (approval of encumbrance numbers as listed):** - Approved
 - 2016-2017 General Fund Encumbrances #995-1001 totaling \$8,173.75**
 - 2016-2017 Building Fund Encumbrances #46-47 totaling \$1,845.55**
 - 2016-2017 Bond Fund 39 Encumbrances #285-302 totaling \$15,160,148.14**
- G. Change Orders (approval of encumbrance numbers as listed):** - Approved
 - 2016-2017 General Fund Encumbrances #14, 23, 154, 306, 331, 706, 797, 840, 920, 980**
 - 2016-2017 Child Nutrition Fund Encumbrances #1**
- H. Student Open Transfers for SY 17-18** – Approved
- I. Activity Fund Subaccounts Including Anticipated Revenue Sources and Types of Expenditures for each Subaccount for FY 2017-2018** – Approved
- J. Activity Fund Custodians and Bonding for each, Co-signers, Banks and Bank Account Numbers for FY 2017-2018** – Approved
- K. Appointments and Bond Authorization for each for FY 2017-2018:** - Approved
 - 1) Annette Jones – Board Clerk and Board Minutes Clerk**
 - 2) Beverly Len – Deputy Board Clerk and Deputy Board Minutes Clerk**
 - 3) Phillip Storm – Board Treasurer**
 - 4) Debbie Schroeder – Assistant Board Treasurer**
 - 5) Dian Porter – Encumbrance Clerk**
- L. Oklahoma State School Boards Association (OSSBA) Membership for FY 2017-2018** - Approved
- M. Renewal of Existing or Revised Contracts for FY 2017-2018:** - Approved
 - 1) A.D.P.C. (Financial Software License & Support Agreement)**
 - 2) Air & Earth, Inc. (Asbestos Abatement)**
 - 3) OnCue Marketing, L.L.C. (Fleet Fuel)**
 - 4) Sheltered Workshop for Payne County dba MPower (Janitorial & Landscape Services)**
 - 5) YMCA of Greater Oklahoma City – Stillwater Branch (Swim Program Agreement)**
 - 6) Oklahoma Public Schools Unemployment Compensation Trust (Unemployment Insurance)**
 - 7) Oklahoma Schools Assurance Group (Workers Comp Insurance)**
 - 8) Pepsi Bottling Group (District Beverage Contract)**
 - 9) Neopost Leasing, Inc. (Mailing System)**
 - 10) Xerox Corporation (Copier Agreement)**
 - 11) ThyssenKrupp Elevator (Elevator Maintenance and Repairs)**
 - 12) Panco (Syntronix Control System Maintenance)**
 - 13) Putnam & Company, PLLC (Auditor Services)**
 - 14) Kellogg & Sovereign Consulting, L.L.C. (E-Rate Management Services)**
 - 15) City of Stillwater (School Resource Officers Agreement)**
 - 16) Drugs of Abuse Testing (DATL) (Drug Testing Services)**
 - 17) Rosenstein, Fist & Ringold, Inc. (Legal Counsel Services)**
 - 18) Matt Devlin, P.C. (Legal Counsel Services)**
 - 19) Center for Communication & Engagement (Public Relations Services)**
 - 20) C-Star Management, L.L.C. (Commercial Property Management Service)**
 - 21) First National Bank of Weatherford (Computer/Projectors Lease Purchase)**
 - 22) BancFirst (1401 N. Boomer Rd. Property Lease Purchase)**
 - 23) Bank SNB (5005-5021 N. Perkins & 808 E. Richmond Rd. Property Lease Purchase)**

- 24) Bank SNB (1515 N. Boomer Property Lease Purchase)
- 25) National Cooperative Leasing (Copier Lease Purchase Agreement)
- 26) Municipal Finance Services, Inc. (Bond Consultant)
- 27) Public Finance Law Group, PLLC (Bond Legal Service)

N. Educational Services Contracts for FY 2017-2018: - Approved

- 1) Shannan Frohock (Consultant Services for Hearing Impaired Students)
- 2) Kari Fields (Physical Therapy Services Agreement)
- 3) Stillwater First United Methodist Church (Early Childhood Partnership)
- 4) United Community Action Head Start (Special Services Agreement)
- 5) United Community Action Head Start (Early Childhood Partnership)
- 6) Payne County Youth Services (Counseling Services Agreement)
- 7) Oklahoma Department of Rehabilitation Services (Transition School-to-Work Study)
- 8) Today's Therapy Solutions (Occupational Therapy Services Agreement)
- 9) Edwin Fair Systems of Care (Counseling Services Agreement)
- 10) Turning Point Ranch Foundation (Therapeutic Horseback Riding)
- 11) OSU Child Development Lab (Early Childhood Partnership)
- 12) YMCA of Greater Oklahoma City – Stillwater Branch (Recreational Swim Program)
- 13) SMC Total Health and Oklahoma State University (Therapeutic Swim Agreement)
- 14) Grand Lake Mental Health Center (Counseling Services Agreement)
- 15) AHR Therapy (Occupational Therapy Agreement)
- 16) Full Circle Occupational Therapy LLC (Occupational Therapy Services)
- 17) Julie Thibodeau (Visual Impairment Services)
- 18) Golden Oaks, LLC (Early Childhood Partnership)
- 19) East Central University (Student Teaching Affiliation Agreement)
- 20) Heartspring (Residential Services Agreement)

O. Out-of-State Travel Requests: - Approved

- 1) SHS Varsity Football Traveling to Springdale, AR on July 13-15, 2017
- 2) SHS Orchestra Traveling to Fayetteville, AR on July 16, 2017

Motion by BAKER, second by GRAALMAN, to approve the Consent Agenda as presented. The motion carried (5 – 0) with the following votes: Baker – yes, Graalman – yes, DeYong – yes, Gudgel – yes, Vincent – yes.

6. BUSINESS/FINANCE

A. Consider and Vote to Approve Treasurer's Report

The Treasurer's Report for May 31, 2017 indicates monthly revenues of \$2,479,724.91 and monthly expenditures of \$3,603,902.20. General Fund monthly interest earnings is \$6,230.92 and Bond Fund monthly interest earnings is \$967.41.

Motion by DEYONG, second by GUDGEL, to approve the May 31, 2017 Treasurer's Report. The motion carried (5 – 0) with the following votes: DeYong – yes, Gudgel – yes, Baker – yes, Graalman – yes, Vincent – yes. A copy of the Treasurer's Report is attached to and made a part of these minutes.

B. Receive Bond Expenditures and Revenues Update

The monthly Bond Expenditures and Revenues report for May 2017 provides an overview of the \$61,500,000 General Obligation Bond Issue approved on February 8, 2011. Warrants issued for the \$61,500,000 bond issue (current proceeds of \$46,500,000) shows total expenditures of \$43,642,915.97 and total funds remaining of \$3,271,826.26. A copy of the report is included in the minutes file.

C. Consider and Vote to Approve Property, Fleet, and Liability Insurance Coverage for FY 2017-2018

PHILLIP STORM reported that The Oklahoma School Risk Management Trust (OSRMT) quote to renew coverage for fiscal year 2017-2018 reflects a total premium of \$390,475. This represents an increase of \$20,649 as compared to the premium for FY16. BancFirst Insurance Services, Inc.

has been the district provider for insurance coverage for Cimarron Plaza the past four years. The quote to renew coverage for FY18 reflects a total premium of \$59,668.46 which is a decrease of \$3,383.52 as compared to the FY16 premium.

Motion by GUDGEL, second by BAKER, to approve property, fleet, and liability insurance coverage for Fiscal Year 2017-2018 with Oklahoma Schools Risk Management Trust (OSRMT) in the amount of \$390,475 and insurance coverage for Cimarron Plaza to BancFirst Insurance Services, Inc. in the amount of \$59,668.46. The motion carried (5 – 0) with the following votes: Gudgel – yes, Baker – yes, DeYong – yes, Graalman – yes, Vincent – yes.

D. Consider and Vote to Approve FY 2017-2018 Temporary Appropriations for General Fund, Building Fund, and Child Nutrition Fund

PHILLIP STORM stated that the securing of Temporary Appropriations is an annual process that allows the district to legally begin spending funds on July 1, 2017. Following board approval, the application for Temporary Appropriations is submitted to the County Excise Board for approval.

Motion by BAKER, second by GRAALMAN, to approve the Temporary Appropriations for Fiscal Year 2017-2018 for the following: General Fund-\$35,000,000, Child Nutrition Fund-\$2,250,000 and Building Fund-\$2,000,000. The motion carried (5 – 0) with the following votes: Baker – yes, Graalman – yes, DeYong – yes, Gudgel – yes, Vincent – yes. A copy of the application is included in the minutes file.

7. OPERATIONS

A. Receive Facilities Planning Update

BOB SCHAEFER's written report as presented by BRIAN THOMAS is as follows:

Stillwater Public Schools Agriculture Facility Expansion Project

Selser Schaefer Architects attended the Agricultural Education Expansion Construction Progress Meeting held on May 31st and the following is a summary of the meeting:

Construction Progress:

1. Building pad is scheduled at Building 'A' classroom and greenhouse and footings for Building 'A' are scheduled the week of June 5th.
2. Building pad is scheduled at Building 'B' barn the week of June 5th. Footings will begin the week of June 5th.
3. Site clearing for new electrical service began Friday, June 2nd.
4. Under slab utilities began at Building 'A' June 2nd.

Administrative:

1. Change Order #1 has been re-dated for June 13th and sent to Lambert Construction for signature. Change Order #1 content:
 - a. Re-routing of new electrical service to buildings as dictated by the City of Stillwater and other miscellaneous comments addressed for permitting.
2. Proposed pricing was submitted by Lambert to Selser Schaefer Friday, June 2nd. Comments related to cost were sent to Lambert prior to issuing Change Order #2. Change Order #2 content:
 - a. Placing concrete slabs at the existing building dirt arena floor and the new Building 'B' arena floor.
 - b. Circuiting and installation of an owner-furnished ceiling fan at Building 'B'.
 - c. Rebuild unforeseen water line serving a yard hydrant north of Building 'B'. Hydrant serves multiple sheds at north end of site.
 - d. No submittals or RFIs are outstanding at this time.

Westwood Elementary School

Selser Schaefer Architects (SSA) completed the Schematic Design Package on Friday, May 19th and reviewed with the Westwood Key User Group (KUG) on Monday, May 22nd with no major revisions or comments. SSA has provided Nabholz Construction with a copy of the Westwood Schematic Design Package and Nabholz is preparing their Schematic Design Cost Estimate to be completed Monday, June 12th. The Schematic Design Package and Nabholz Schematic Design

Cost Estimate will be ready for the Board of Education review and approval at a special board meeting in the near future. A meeting with the City of Stillwater will be scheduled in the near future to continue the discussions of the street closing, easement vacations, etc.

Survey for the Westwood Elementary site, excluding the residential lots being procured, was provided by USM Surveying to SSA on Friday, May 19th. The remaining residential area is scheduled to be surveyed upon closure of sale of the remaining residential properties.

Geotechnical proposals for the Westwood Elementary site were solicited from three (3) engineering firms and have been provided to the SPS Board and are awaiting selection of a firm to provide those services.

Sangre Ridge Elementary School

SSA completed the Schematic Design Package on Friday, May 19th and reviewed with the Sangre Ridge Key User Group (KUG) on Monday, May 22nd with no major revisions or comments. SSA has provided Nabholz Construction with a copy of the Sangre Ridge Schematic Design Package and Nabholz is preparing their Schematic Design Cost Estimate to be completed Monday, June 12th. The Schematic Design Package and Nabholz Schematic Design Cost Estimate will be ready for the Board of Education review and approval at a special board meeting in the near future.

Survey for the Sangre Ridge Elementary site has begun and is anticipated to be complete the end of June.

Geotechnical proposals for the Sangre Ridge Elementary site were solicited from three (3) engineering firms and have been provided to the SPS Board and are awaiting selection of a firm to provide those services.

B. Consider and Vote to Approve Change Order No. 01 for the Agriculture Facility Expansion Project

JOHN ANDERS stated the purpose of this Change Order is for added site work, electrical work, and sod and seeding to areas in order to revise the location of underground electric service for the Ag facility addition. This work is a recommendation from the City of Stillwater. The cost for this work is \$19,630.32 and will be paid out of the 2011 Bond Fund.

Motion by DEYONG, second by GUDGEL, to approve Change Order Number 01 for the Agriculture Facility Expansion Project in the amount of \$19,630.32. The motion carried (5 – 0) with the following votes: DeYong – yes, Gudgel – yes, Baker – yes, Graalman – yes, Vincent – yes.

C. Consider and Vote to Approve Change Order No. 02 for the Agriculture Facility Expansion Project

JOHN ANDERS stated the purpose of this Change Order is for the relocation of a water line for the animal pen use in the amount of \$3,678.99, the addition of concrete floors in the existing and new areas in the amount of \$49,303.19, and a large fan addition to the new arena and power for a future addition of a large ceiling fan in the amount of \$1,846.00. This work is a recommendation from the Design Review Committee. The total cost for this work is \$52,900.32. It will be paid out of the 2011 Bond Fund.

Motion by GRAALMAN, second by DEYONG, to approve Change Order Number 02 for the Agriculture Facility Expansion Project in the amount of \$52,900.32. The motion carried (5 – 0) with the following votes: Graalman – yes, DeYong – yes, Baker – yes, Gudgel – yes, Vincent – yes.

D. Consider and Vote to Award Bids for Junior High and High School Track Resurfacing

JOHN ANDERS reported that three bids were received on Friday, June 2, 2017. The best and lowest bid came from Fisher Tracks in the amount of \$281,291. This work will provide resurfacing for both the junior high school and high school tracks.

Motion by DEYONG, second by GRAALMAN, to award base bids for the junior high and high school track resurfacings to Fisher Tracks in the amount of \$281,291. The motion carried (5 – 0) with the following votes: DeYong – yes, Graalman – yes, Baker – yes, Gudgel – yes, Vincent – yes.

Move to agenda item 7I:

I. Reconsider May 9, 2017 Tabled Item: Consider and Vote to Approve Contract for Sale and Purchase of Real Estate Described as Lot Four (4) Parkerville Addition to the City of Stillwater, Payne County, Oklahoma a/k/a/ 316 South Stallard Street, Stillwater, Oklahoma

On April 12, 2016, the board of education voted to declare the above property to be surplus to the needs of the district. Also on April 12, 2016, a second item to offer the surplus property for public sale in accordance with the district policy and procedure was presented and approved by the board.

At the May 9th special meeting, the board of education postponed a motion by BAKER, seconded by GUDGEL, to approve a Contract for Sale and Purchase of Real Estate with MPower, Inc. for the property on Stallard Street. Board member Baker expressed a desire to postpone action on this item until the next regular business meeting so that the public could see how the board came to its decision to sell the property. Since regular meetings are broadcast on TV and live streamed, this item is being brought to the June 13th regular meeting for this purpose. A video of the discussion is posted on the district’s website. If approved, the closing will take place on August 18, 2017.

Motion by BAKER, second by GUDGEL, to approve the Contract for Sale and Purchase of Real Estate in the amount of \$400,000 with MPower, Inc., for the following described real estate: Lot Four (4) Parkerville Addition to the City of Stillwater, Payne County, Oklahoma a/k/a 316 South Stallard Street, Stillwater, Oklahoma. The motion carried (5 – 0) with the following votes: Baker – yes, Gudgel – yes, DeYong – yes, Graalman – yes, Vincent – yes. A copy of the contract is attached to and made a part of the minutes.

Move to item 7E.

E. Receive District Athletics Program Report

TUCKER BARNARD presented information concerning the district’s athletic program including an update for random drug testing, athletic facilities summer maintenance, and the achievements in athletics. Stillwater has a total of 14 programs in the following sports: baseball, basketball (B/G), cross country (B/G), cheer, pom, football, golf (B/G), soccer (B/G), softball, swimming (B/G), tennis (B/G), track (B/G), volleyball and wrestling. A copy of the PowerPoint is included in the online packet.

F. Discussion of Athletics Incentive Pay Plan for 2017-2018 School Year

The purpose of this item was to receive information about the current pay structure that is being used by the district to issue monetary incentives to coaches for championship awards. There was discussion about whether the district pays incentives for other activities and programs such as FFA, arts, debate, etc. that also excel into championship standing. The board discussed holding a study session to look at stipends and incentives in general. Board members were asked to generate a list of questions to the superintendent for a future study session.

G. Receive Technology Departmental Update

The following report was written by KEVIN CALVERT.

In the Stillwater Public Schools (SPS) Strategic Plan, a “Key Action” assigned to the Technology Department is to “Encourage the use of student technology by offering Internet access to 35 devices per classroom.”

This key action requires upgrades to the district wireless network which in turn requires cabling and infrastructure upgrades to the wired network. The Technology Department is including these upgrades in the E-Rate process to minimize district costs.

The following projects were performed in 2016-17 to support the SPS Strategic Plan:

- Replaced 110 wireless access points
- Installed new fiber and access point network connections at High School, Junior High, Middle School
- Relocated High School central network closet for greater resiliency
- Performed full or partial wireless site surveys at eight schools

The following projects are planned for 2017-18 to support the SPS Strategic Plan:

- Migrate wireless controller to new virtual architecture
- Add additional wiring for access points (primarily elementary schools)
- Upgrade 57 access points
- Upgrade district router
- Perform additional wireless site surveys
- Increase bandwidth at Stillwater Junior High School (SJHS)

The SJHS bandwidth upgrade is needed because of increased network usage from additional devices. This will not result in increased expenses after E-Rate and OUSF discounts are applied.

The low cost of Chromebooks has increased the number of supported devices (4,000 computers and Chrome devices as of May 2017). We continue to increase our automation and documentation to reduce ticket counts not only for a better experience for staff and students, but also to reduce the need to add additional Technology staff.

Help desk tickets are one aspect of overall Technology Department operations, so the following data only illustrates our user-facing workload:

Date Range	Opened Tickets	Closed Tickets
July 2016-May 26, 2017	4,269	4,237
July 2015-June 30, 2016	4,782	4,888

The fiscal year is not complete (summer school), but we currently project a 2.5% decrease in opened tickets for the 2016-17 fiscal year.

H. Consider and Vote to Approve or Disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2017-2018. This Resolution Authorizes Filing of the Form 471 Applications for Funding Year 2017-2018 and the Payment of the Applicant’s Share upon Approval of Funding and Receipt of Services

KEVIN CALVERT reported that E-Rate provides funding for discounts to eligible schools and libraries for telecommunication services, Internet access, and internal connections. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services. This is an annual action item. This year, the E-Rate discount for Voice Services is 0%, Internet Access and Broadband Data (WAN) Services is 60%, and Category 2 Services is 60%. Category 1 includes the current school-to-school network connections, the district Internet connection, and any anticipated upgrades. Category 2 is network cabling and wireless access points to support the district’s Strategic Plan.

Motion by DEYONG, second by GRAALMAN, to approve a Resolution for Schools and Libraries Universal Services (E-Rate) for 2017-2018 and authorize the filing of FCC Form 471 applications for funding year 2017-2018 and the payment of applicant’s share upon approval of funding and receipt of services. The motion carried (5 – 0) with the following votes: DeYong – yes, Graalman – yes, Baker – yes, Vincent – yes, Gudgel – yes.

Move to item 7J.

J. Reconsider May 9, 2017 Tabled Item: Consider and Vote to Approve Student Breakfast Meal Prices for SY17-18

At the May business meeting, the board voted to divide the breakfast and lunch prices into two parts to be considered separately. Lunch prices were approved by the board of education. A motion by BAKER, second by GUDGEL, to approve the breakfast prices was tabled. Ms. Neal was asked

to explore the impact of raising the prices at both the elementary and secondary school levels by visiting with SPS principals, and to find out what other school districts are doing.

Breakfast has been free for all students since August 2013. Because breakfast is so important to student achievement and charging for breakfast is counter to this ideal, it is the recommendation to continue free breakfast in Stillwater Public Schools for SY2017-18. Options such as ala carte and soliciting donations are to be considered to offset the cost of providing free breakfast to all students.

Breakfast Prices			
	Current Breakfast Prices	Lincoln Academy	Proposed Breakfast Prices All Other Schools
Free	\$0.00	\$0.00	\$0.00
Reduced-Price	\$0.00	\$0.00	\$0.00
Full-Priced	\$0.00	\$0.00	\$0.25

Motion by BAKER, second by DEYONG, to remove the main motion to approve breakfast prices as provided in the chart above for SY18 from the table. The motion carried (5 – 0) with the following votes: Baker – yes, DeYong – yes, Gudgel – yes, Graalman – yes, Vincent – yes.

Motion by BAKER, second by GRAALMAN, to amend the main motion to approve the breakfast prices as provided in the chart below for SY17-18 to provide free breakfast for all students. The motion carried (5 – 0) with the following votes: Baker – yes, Graalman – yes, DeYong – yes, Gudgel – yes, Vincent – yes.

Breakfast Prices			
	Current Breakfast Prices	Lincoln Academy	Proposed Breakfast Prices All Other Schools
Free	\$0.00	\$0.00	\$0.00
Reduced-Price	\$0.00	\$0.00	\$0.00
Full-Priced	\$0.00	\$0.00	\$0.25 \$0.00

Motion by BAKER, second by GUDGEL, to approve the breakfast prices as provided in the chart above for SY17-18 as amended. The motion carried (5 – 0) with the following votes: Baker – yes, Gudgel – yes, DeYong – yes, Graalman – yes, Vincent – yes.

8. EDUCATIONAL SERVICES

A. Oklahoma Prevention Needs Assessment Survey Presentation

The Oklahoma Prevention Needs Assessment Survey measures attitudes and behaviors, risk and protective factors, and problem substance use of the state’s secondary student populations. The primary use of the survey is to assist state agencies, local education agencies, and school sites monitor student problem substance usage, attitudes, and behaviors that can affect the well-being of students. This report is administered biennially. A copy of the report is included in the minutes file.

9. OTHER REPORTS/RECOMMENDATIONS

A. Receive Fourth Quarter Student 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.

B. Receive First Reading for the Following SPS Policies:

- **BDFE (new)** **Community Bond Oversight Committee**
- **COA** **Wellness Policy**
- **DNAA** **Evaluation of Administrative Personnel**
- **FE** **Open Transfer; Transfers and Assignments**
- **FNG** **Wireless Telecommunications Devices**

The district administration is in an ongoing process of updating the policies and procedures in accordance with Oklahoma law and/or current practice of the district. This is a first reading only. Details regarding the policy changes are listed below.

Policy BDFE – Community Bond Oversight Committee:

This is a new policy. The purpose of this policy is to provide transparency and communications to the public regarding the expenditures made on bond projects, aligning them with the projects identified on the bond resolution and pre-election bond communication materials.

Policy COA – Wellness Policy:

The noted changes in the Wellness Policy include the recommendation of scheduling recess before lunch instead of requiring it. Another change eliminates the descriptive food and beverage marketing paragraph. These changes do not alter the intent of our goal in promoting wellness practices by our students and staff.

Policy DNAA – Evaluation of Administrative Personnel:

This proposed revision is intended to require evaluations of administrators to be complete prior to April 1 each year in accordance with revisions to Policy DC, recently revised to renew contracts of administrators before the first Monday in May (April BOE meeting).

Policy FE – Open Transfer; Transfers and Assignments:

The edits in this policy address new rules for children in foster care plus several minor updates.

Policy FNG – Wireless Telecommunications Devices:

This edit will help clarify that cell phone disruptions or interferences in the classroom during instructional time would not be allowed.

10. ADJOURNMENT

A. Vote to Adjourn

Motion by GUDGEL, second by BAKER, to adjourn at 10:00 p.m. The motion carried (5 – 0) with the following votes: Gudgel – yes, Baker – yes, DeYong – yes, Graalman – yes, Vincent – yes.

STILLWATER BOARD OF EDUCATION

STILLWATER BOARD OF EDUCATION

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 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 June 12, 2017 at 10:00 a.m.).

Witness my hand and seal of the Stillwater School District on June 13, 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