

**STILLWATER BOARD OF EDUCATION
MINUTES OF SPECIAL MEETING
December 10, 2019
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 tenth day of December, 2019. Board President, BOB GRAALMAN, called the meeting to order at 5:01 p.m. A quorum was present.

BOARD MEMBERS PRESENT:

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

STAFF AND PARTICIPANTS PRESENT:

Dr. Marc Moore	Superintendent
Dr. Michael Shanahan	Human Resources Director
Jerica Dawson	Chief Financial Officer
Annette Jones	Board Clerk/Minutes Clerk

PURPOSE OF THE MEETING

- Meet in Executive Session to discuss personnel matters listed on Exhibit A of the agenda followed by possible action on Exhibit A in open session

2. PROPOSED EXECUTIVE SESSION TO DISCUSS THE FOLLOWING:

- Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda as Authorized by OKLA. STAT. tit. 25 Section 307(B)(1)
- Bonuses for all Full-time and Part-time Employees as authorized by OKLA. STAT. tit. 25 Section 307(B)(1), and
- Confidential Quarterly Evaluation for 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 ANDREWS, second by RILEY, to convene in Executive Session at 5:04 p.m. The motion carried (5 – 0) with the following votes: Andrews – yes, Riley – yes, DeYong – yes, Reavis – yes, Graalman – yes.

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

PRESIDENT GRAALMAN acknowledged the return of the Board to open session at 6:25 p.m.

C. Statement of Executive Session Minutes

The following statement was made by TIM RILEY. During the Executive Session the following people were present: Bob Graalman, Mitsi Andrews, Tim Riley, Dustin Reavis, Dr. Camille, DeYong, Dr. Michael Shanahan (between 5:04-5:15 p.m.), Jerica Dawson (between 5:25-5:45 p.m.) and Dr. Marc Moore. 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), bonuses for all full-time and part-time employees as authorized by OKLA. STAT. tit. 25 Section 307(B)(1), and the confidential quarterly evaluation for the employment performance of the Superintendent of Schools as authorized by OKLA. STAT. tit. 25 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.

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

Motion by DEYONG, second by ANDREWS, to approve the appointments, resignations, and employment recommendations listed on Exhibit A of the agenda, with the following TBA appointments:

Appointment for 2019-2020 School Year

Position #: 115-115
 *Kristy Lees
 Education: Master, Pacific University
 Years of Experience: 7 years
 Assignment: 1.000 FTE, 3rd Grade Teacher, Sangre Ridge Elementary School
 Beginning Date: January 6, 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>
*Janelle Eppler	Custodian I	320-105	No	8.0	FAC	\$11.10
*Dylan Taff	Custodian I	320-123	No	8.0	FAC	11.10
*Stephanie Miller	Teacher Asst-SpEd	115-150	No	7.0	SR	12.11
*Andrea Richards	Teacher Asst-Title I	130-169	No	7.0	WR	11.69

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>Position #</u>	<u>New</u>	<u>Site</u>	<u>Rate</u>
*Alyssa Cole	PALS Site Facilitator	050-121	No	RI	\$15.50
*Hannah Taylor	PALS Teacher Asst	050-128	No	RI	12.50

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

4. CONSIDER AND VOTE TO APPROVE ONE-TIME BONUS FOR ALL FULL-TIME AND PART-TIME EMPLOYEES

The following motion was made by ANDREWS, and seconded by DEYONG,:

I move to approve a one-time flat bonus payment in the amount of \$700 for all full-time employees, \$350 for all part-time employees, and \$200 for all temporary employees paid only by stipend. A full-time employee is defined as an employee whose contract covers the full school year and 6 hours per day or more. A part-time employee is defined as an employee whose contract covers the full school year, but whose contracted hours are less than 6 hours per day. A temporary employee paid only by stipend is an employee on a temporary assignment who does not otherwise fall under full-time or part-time status.

The motion carried (5 – 0) with the following votes: Andrews – yes, DeYong – yes, Reavis – yes, Riley – yes, Graalman – yes.

5. VOTE TO ADJOURN

Motion by DEYONG, second by RILEY, to adjourn at 6:29 p.m. The motion carried (5 – 0) with the following votes: DeYong – yes, Riley – yes, Reavis – yes, Andrews – yes, Graalman – 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, date, and place of this special meeting was faxed (December 3, 2019, at 2:57 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 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 December 9, 2019, at 3:00 p.m.

Witness my hand and seal of the Stillwater School District on December 10, 2019.

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