

**STILLWATER BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
May 8, 2018  
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 eighth day of May, 2018. Board President, DR. CAMILLE DEYONG, called the meeting to order at 6:31 p.m. A quorum was present.

**BOARD MEMBERS PRESENT:**

Dr. Camille DeYong	President
Mitsi Andrews	Member
Dr. Marshall Baker	Member
Eric Gudgel	Member

**BOARD MEMBERS ABSENT:**

Dr. Bob Graalman	Vice President
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**STAFF AND PARTICIPANTS PRESENT:**

Dr. Marc Moore	Superintendent
Cathy Walker	Assistant Superintendent
Dr. Michael Shanahan	Human Resources Director
Kevin Calvert	Technology Director
Phillip Storm	Chief Financial Officer/Treasurer
Annette Jones	Board Clerk
Brian Thomas	Selser Schaefer Architects
Bob Schaefer	Selser Schaefer Architects
Natalie Fluty	Skyline Elementary Principal
Joy Cawood	Skyline Elementary Asst. Principal
Connor Sturzenbecker	Skyline Elementary Student
Dana Ayers	Stillwater High School Teacher
Cheryl Stroope	Stillwater Junior High School Teacher
Jody Webber	Stillwater High School Teacher
Carolyn Mireles	Parent/Community
Jon Comer	FinCo Geodemographics
Jon Wolff	Municipal Finance Service
Nate Ellis	
Stillwater High School Students:	
Baily Bovenschen	Brennan Lacy
Emma Stewart	Elizabeth Nieman
Sydney Bellah	Madi Hale
Stillwater Public Schools Retiring Employees:	
Rebecca Bair	Cheryl Stroope
Margaret Harrison	

**2. PLEDGE OF ALLEGIANCE**

Skyline Elementary student, CONNOR STURZENBECKER, led board members, staff and participants present in the Pledge of Allegiance to the American flag.

**3. COMMUNICATIONS/PUBLIC INTEREST**

**A. Recognitions:**

- **SHS Vocal Music Student Awards**

DANA AYERS reported that Baily Bovenschen was accepted into the OCDA Honor Jazz Choir and the OkMEA Honor Choir. Brennan Lacy was accepted into the National FFA Honor Choir and the Southwest ACDA Conference Honor Choir.

- **FCCLA Student Awards**

JODY WEBBER reported the following information:

Stillwater High School students, Emma Stewart, Elizabeth Nieman, Sydney Bellah and Madi Hale were awarded the Oklahoma State University College of Human Sciences FCCLA Scholarship. Five are awarded in the State and four of them were awarded to our Pioneers.

Emma Stewart won the OK State FCCLA Fashion Design STAR Event with her “Pulchritudo Meo” fashion line.

- **Retiring SPS Staff**

DR. MICHAEL SHANAHAN recognized the following employees for their years of service with the district.

- Rebecca Bair – 37 years
- Margaret Harrison – 34 years
- Cheryl Stroope – 9 years

## **B. Skyline Elementary School Community Partner Recognition**

Skyline Elementary School will recognize CAROLYN MIRELES as its community partner. Ms. Mireles has volunteered at Skyline every day for the past seven years.

## **C. Superintendent’s Report**

The following was written and reported by SUPERINTENDENT MOORE.

Teacher Appreciation Week is May 7-12, 2018. Appreciation goes to the district’s teachers for the caring attitude, commitment, and dedication demonstrated while educating the children of Stillwater!

The Great Expectations Foundation recently named Richmond Elementary School and Stillwater Middle School as GE Model Schools for the 2017-2018 school year. Congratulations go to Kendra Rider, Bo Gamble and their staff for working hard to implement this program at a high level!

The Stillwater High School Drama Department performed *Hello, Dolly!* on April 26-29 at the Performing Arts Center. Multiple individuals and groups made this production a success, one enjoyed by many over the four days.

Several Stillwater FFA students participated in statewide FFA contests recently. Many students placed in the contest with some being named as FFA State Champion in their respective division, earning them an opportunity to represent Oklahoma and compete at the National FFA Convention held this October in Indianapolis, IN. FFA students placing in the top five at the statewide FFA contests were as follows:

- State Champion Conduct of Chapter Team - Mackenzie Gazaway, Tatum Disidore, Austin Hooten, Brennan Lacy, Kelbi Lacy, Cooper Hane, and Riley Luginbill
- State Champion 8th, 9th, 10th Grade Speech - Adyson Blakey
- State Champion Agriscience Fair (Animal Science Division 4) - Kenzie Mcalister and Riley Luginbill
- State Champion Agriscience Fair (Animal Science Division 6) - Morgan Williams and Abbie Wooten
- State Champion Agriscience Fair (Plant Science Division 2) - Maddyton Burris and Mia Gaches
- State Champion Agriscience Fair (Plant Science Division 5) - Ashlyn Dobbs
- State Champion Agriscience Fair (Social Systems Division 3) - Teegin Crosthwait
- State Champion Agriscience Fair (Social Systems Division 4) - Madison Zweiacker and Keelyn Schaefer
- State Champion Agriscience Proficiency Award - Ashlyn Dobbs
- State Champion Goat Proficiency Award - Alexis Hoang
- State Champion Dairy Placement Proficiency Award - Teegin Crosthwait

- State Champion Outdoor Recreation Proficiency Award - Kelby Rudd
- State Runner Up Environmental Science Proficiency Award - Jacob Jones
- State Runner Up Food Science Proficiency Award - Madison Zweiacker
- State Runner Up - Agriscience Fair - Environmental Science Division 4 - Matthew Sitton and Wren Cavins
- 3rd Place State Agriscience Proficiency Award - Austin Hooten
- 3rd Place State Agriscience Animal Proficiency Award - Kenzie McAlister
- 3rd Place State Beef Production Placement Proficiency Award - Kinzie Burtrum
- 3rd Place 8th, 9th, 10th General Ag Speech - Tatum Disidore
- \$1,500 Tulsa State Fair Scholarship - Jacob Jones and Alexis Hoang
- \$1,200 Full Ride WLC Scholarship - Halle Lester
- State FFA Degree - Alexis Hoang, Ashlyn Dobbs, Jacob Jones, Dayne Bruce, Kinzie Burtrum, Camron Hurley
- 5th Place State Greenhand Quiz - Austin Hooten
- State FFA Chorus Member - Brennan Lacy and Boone Bateson

Congratulations go to Tanner Nipper, Robby Branscum, and all FFA members on being named a State Models of Excellence Chapter, State Premier Chapter, and National 3 Star Chapter.

Congratulations go to the following Stillwater High School groups on being named Academic State Championships: Band, Orchestra, and Boys Golf.

Kevin Zamborsky reported that “Stillwater Public Schools has once again been selected as a Best Community for Music Education. Through a competitive survey that includes information about demographics, finances, student participation, and many other factors, Stillwater was one of 583 districts from around the country, and one of only two districts in the state selected to receive this award.”

The Stillwater Middle School students placed at the Technology Student Association state competition which took place on April 11-13. They had five teams qualify for Nationals and every team that competed placed in the top 10. Congratulations to these students:

Problem Solving- 1st

Kaeden Hicks, Marco Uscanga-Lopez

Leadership Strategies- 2nd

Brian Yang, Owen Su, Keke Abai

Website Design- 3rd

Jacey Crawford, Megan Gregory

Community Service Video- 3rd

Bethany Mueller, Molly Kilcrease, Mena Awad

Construction Challenge- 3rd

Ethan Cook, Miles Rebek, Cade Schneider, Nathan Woods

Structural Challenge- 4th

Emily Meridith, Allyssa Jennings

CAD Design ( computer aided design) - 7th

Aaron Hubhachen

Children's Stories -9th

Autumn Lindsley, Emma Nelson

In the National PTA Reflections program, according to a Stillwater PTA news release, “ten SPS students were officially named Oklahoma State Winners; their works advanced to the national round.” They are as follows:

- Visual Arts: Anya Jee(Pre-K, Westwood ES), Cayden Brandes (2<sup>nd</sup> grade, Will Rogers ES)

- Dance Choreography: Kate Carpenter (11<sup>th</sup> grade, Stillwater High School)
- Music Composition: Cassidy McCann (11<sup>th</sup> grade, Stillwater High School)
- Literature: Isabelle Ippoliti (Kindergarten, Westwood ES), Abhimanyu Sukhdial (4<sup>th</sup> grade, Westwood ES), Natalya Cecil-Xavier (8<sup>th</sup> grade, Stillwater Junior High School) and Micah Damon (12<sup>th</sup> grade, Stillwater High School)
- Film Production: Noah Taylor (3<sup>rd</sup> grade, Skyline ES), Suchita Madihally (7<sup>th</sup> grade, Stillwater Middle School)

The Stillwater PTA also reported, “Among the ten, one SPS student, Noah Taylor, a 3<sup>rd</sup> grader from Skyline Elementary is a National winner, having received this week the National Award of Merit (Film Production, Intermediate Division) for his original, computer-animation video, “The Adventures of Education Stickbot.” Noah was the only Oklahoma student to be recognized at the national level, a highly distinct honor for the Stillwater Public Schools.”

#### **D. Board Communications**

The following topics were mentioned:

- Sangre Ridge and Westwood groundbreaking ceremonies (May 1<sup>st</sup> and 2<sup>nd</sup>)
- Teacher Appreciation Week (May 7-11)
- End-of year school activities (SHS Production of Hello Dolly, SMAC Week, Band Banquet, Soccer, Senior Awards Assembly)
- 2018 Graduation
- Board of Education and Superintendent feedback survey

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

There were no public comments.

#### **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. Minutes of April 10, 2018, 5:00 p.m. Special Meeting – Approved**
- B. Minutes of April 10, 2018, 6:30 p.m. Regular Meeting – Approved**
- C. Minutes of April 18, 2018, 8:00 a.m. Special Meeting – Approved**
- D. Minutes of April 24, 2018, 6:00 p.m. Special Meeting – Approved**
- E. Transfer and Summary of Activity Account Funds – Approved**
- F. Activity Account Fundraising Projects – Approved**
- G. Encumbrances and Accounts Payable (approval of encumbrance numbers as listed): - Approved**
  - 2017-2018 General Fund Encumbrances #1072-1095 totaling \$69,984.83**
  - 2017-2018 Building Fund Encumbrances #47-48 totaling \$841.29**
  - 2017-2018 Child Nutrition Fund Encumbrances #87 totaling \$68.85**
  - 2017-2018 Bond Fund 31 Encumbrances #279-309 totaling \$238,177.36**
  - 2017-2018 Bond Fund 39 Encumbrances #62-68 totaling \$3,334.75**
- H. Change Orders (approval of encumbrance numbers as listed): - Approved**
  - 2017-2018 General Fund Encumbrances #279, 280, 282, 713, 774, 905, 918, 963**
  - 2017-2018 Bond Fund 31 Encumbrances #42**
- I. Contract with Payne County Sheriff Department for Additional Law Enforcement – Approved**
- J. Resolution for Schools and Libraries Universal Services (E-Rate) for 2018-2019. This Resolution Authorizes Filing of the Form 471 Applications for Funding Year 2018-2019 and the Payment of the Applicant’s Share upon Approval of Funding and Receipt of Services – Approved**
- K. Award Quote to Oklahoma School Insurance Group (OSIG) for Property, Fleet, and Liability Insurance Coverage for FY18-19 – Approved**
- L. Out-of-State Travel Requests: - Approved**
  - **SHS FCCLA Traveling to Atlanta, GA on June 27-July 3, 2018**
  - **SHS Football Traveling to Springdale, AR on July 12-14, 2018**

- **SHS Wrestling Traveling to Kansas City, MO on December 21-22, 2018**

**M. Oklahoma State Department of Education Child Nutrition Programs Certificate of Authority to Designate Marc Moore as Authorized User – Approved**

**N. Business Associate Agreement with Payne County Youth Services – Approved**

Motion by ANDREWS, second by BAKER, to approve the Consent Agenda as presented. The motion carried (4 – 0) with the following votes: Andrews – yes, Baker – yes, Gudgel – yes, DeYong – yes.

## **5. BUSINESS/FINANCE**

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

The Treasurer’s Report for April 30, 2018 indicates monthly revenues of \$3,669,856.76 and monthly expenditures of \$2,941,892.71. General Fund monthly interest earnings is \$6,928.48 and Bond Fund monthly interest earnings is \$1,747.84.

Motion by GUDGEL, second by ANDREWS, to approve the April 30, 2018 Treasurer's Report. The motion carried (4 – 0) with the following votes: Gudgel – yes, Andrews – yes, Baker – yes, DeYong – 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 April 2018 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 \$61,238,743.63 with total funds remaining of \$508,259.88. Warrants issued for the \$74,000,000 bond issue (current proceeds of \$8,000,000) equal \$1,814,601.14 with total funds remaining of \$6,144,627.79. A copy of the report is included in the minutes file.

### **C. Receive Bids for the Purchase of \$12,000,000 Combined Purpose General Obligation Bonds, Series 2018 of the District and Vote to Award Said Bonds to the Lowest Bidder Complying with the Notice of Sale and Instructions to Bidders or to Reject all Bids**

JON WOLFF reported that bids were received until 11:00 a.m., Tuesday, May 8, 2018. Four bids were received. Robert W. Baird & Co., Inc. was recommended as lowest bidder with a True Interest Cost (TIC) of 2.370838%.

Motion by BAKER, second by GUDGEL, to award bid for the purchase of \$12,000,000 Combined Purpose General Obligation Bonds, Series 2018, to Robert W. Baird & Co., with a TIC of 2.370838%. The motion carried (4 – 0) with the following votes: Baker – yes, Gudgel – yes, Andrews – yes, DeYong – yes. A copy of the bid summary is included in the minutes file.

### **D. Consider and Take Action with Respect to a Resolution Providing for the Issuance of Combined Purpose General Obligation Bonds, Series 2018 in the Sum of \$12,000,000 by Independent School District Number 16 of Payne County, Oklahoma, Authorized at an Election Duly Called and Held for Such Purpose; Prescribing Form of Bonds, Providing for Registration Thereof; Providing for Levy of an Annual Tax for the Payment of Principal and Interest on the Same and Fixing other Details of the Issue; Approving the Forms of a Continuing Disclosure Agreement and an Official Statement; and Authorizing Executions and actions Necessary for the Issuance and Delivery of the Bonds**

Motion by GUDGEL, second by BAKER, to approve a Resolution providing for the issuance of Combined Purpose General Obligation Bonds, Series 2018, in the sum of \$12,000,000 by Independent School District No. 16, Payne County, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of bonds; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same and fixing other details of the issue; approving the forms of a continuing disclosure agreement and an official statement; and authorizing executions and actions necessary for the issuance and delivery of the

bonds. The motion carried (4 – 0) with the following votes: Gudgel – yes, Baker – yes, Andrews – yes, DeYong – yes. A copy of the Resolution is included in the minutes file.

## **6. OPERATIONS**

### **A. Receive Architect's Report and 2017 Bond Update**

Selser Schaefer's written report is as follows:

#### Westwood Elementary School

Construction is progressing with the groundbreaking ceremony scheduled for 2 May. The project construction schedule is currently being revised by Nabholz and an updated schedule will be presented at the upcoming OAC Meeting on May 2nd. The following construction progress is noted:

- Nabholz is continuing to submit Submittals for the project to Selser Schaefer Architects our review.
- AT&T relocation is in progress with new cabinets being installed.
- New fire hydrants are being installed and are schedule to be complete the week of April 30<sup>th</sup> which will allow the City of Stillwater to issue the full building permit upon construction.

Exhibits establishing the legal descriptions for the ONG easements have been delivered to ONG. Once ONG has furnished the form of the easement, Eric Nelson will review and forward to the board for approval, then he will deliver the fully executed easements to ONG for recording. The existing easements will need to be released once the lines have been abandoned.

Exhibits establishing the legal descriptions for the electrical easements have been delivered to Eric Nelson. He will coordinate obtaining the city's form of easement, obtain both the City of Stillwater and board approvals. The recording of the easement will occur upon on the installation of the new electrical lines.

#### Sangre Ridge Elementary School

Construction is progressing with the groundbreaking ceremony scheduled for 1 May. Selser Schaefer Architects will be attending the next bi-weekly OAC meeting scheduled for 1 May. The following construction progress noted:

- Nabholz is continuing to submit Submittals for the project to Selser Schaefer Architects for review.
- Construction fencing and job trailer are installed at south parking lot.
- Erosion control fencing is installed.
- Paving at bus loop and sidewalks south of school have been removed.
- New water line is installed between Sangre Road and tie-in point at southwest corner of school.
- Demolition at existing administration area is complete except front foyer area. This area is being used as a temporary school office.
- Temporary walls are installed between demoed Admin area and foyer.

Exhibits establishing the legal descriptions for the ONG easements have been delivered to ONG. Once ONG has furnished the form of the easement, Eric Nelson will review and forward to the board for approval, then he will deliver the fully executed easements to ONG for recording. The existing easements will need to be released once the lines have been abandoned.

Exhibits establishing the legal descriptions for the electrical easements have been delivered to Eric Nelson. He will coordinate obtaining the city's form of easement, obtain both the City of Stillwater and board approvals. The recording of the easement will occur upon on the installation of the new electrical lines.

#### Middle School Renovation

Selser Schaefer Architect is moving forward with Design Development Phase and is on schedule to complete on 8 May for Nabholz to begin preparation of their Design Development Cost Estimate. The Second DRC Review Meeting was held on 25 April in which Selser Schaefer Architects reviewed with the DRC and KUG the further development of the exterior and the interior spaces of the renovation for their comment and feedback. The revised alternate floor plan

that incorporates the new choir room, additional best area of refuge and revised classroom addition along with a revised exterior design that utilizes the material palette of the existing school was present, reviewed, and was approved. The interior finishes concept was present, discussed, and approved by the DRC / KUG allowing Selser Schaefer to select the remaining finishes to be presented at the upcoming Final DRC. The requirements for the millwork, the science lab configuration were reviewed and comments are being incorporated into the design.

#### **B. Consider and Vote to Award Bid for Sangre Ridge Roofing Project**

Bids for this project were received on Tuesday, May 1, 2018 at 2:00 p.m. There were two bids submitted. This bid was divided into two parts. Part one reflects the scope included in the Sangre Ridge Remodel project. Part two reflects additional roof work to be funded with Bond Maintenance funds.

Motion by GUDGEL, second by BAKER, to award bid for Sangre Ridge Elementary Roofing Project to American Roofing in the amount of \$226,000; \$130,000 of the amount to be applied to the Sangre Ridge remodel project and \$96,000 to be applied to Bond Maintenance projects. The motion carried (4 – 0) with the following votes: Gudgel – yes, Baker – yes, Andrews – yes, DeYong – yes.

#### **C. Consider and Vote to Assign Bid for Sangre Ridge Roofing Project to Nabholz Construction**

Motion by BAKER, second by GUDGEL, to assign bid from American Roofing for Sangre Ridge Elementary Roofing Project to Nabholz Construction Company. The motion carried (4 – 0) with the following votes: Baker – yes, Gudgel – yes, Andrews – yes, DeYong – yes.

#### **D. Receive Westwood Elementary Owner's Representative Report**

The following report was written and presented by MARK PRUITT.

Overview of services rendered - As per contract, I executed my Owner's Rep Scope of Services, through May 2, 2018, as follows:

- Reviewed Contract Documents - ongoing
- Participated in OAC meetings
  - 4/18/18 participated in first OAC meeting on site
  - 5/2/18 – Nabholz introduced Phillip Moffett who will be scheduling projects
- Assisted with Permits and governmental approvals
  - 4/3/18 - City of Stillwater Dept. of Development Services, site fire suppression meeting along with Nabholz and John Anders.
  - 4/12/18 – OAC team met with ONG on site to agree on logistics and timing.
- Reviewed requests for payments
  - Pay app #1, approved by Architects on 4 /30/18, I approved it on 5/1/18.
- Reviewed RFIs/ASIs/PCOs/Changes/Change Orders
  - Reviewed RFI log and submittal log at OAC on 5/2/18; no issues
- Site visits
  - Averaged 4 site visits per week for the month of April

Project Quality – No quality issues

Project Budget – No budget issues to date other than small increases in utility providers' charges (ONG and AT&T). SPS will seek to be reimbursed for extra charges by earthwork sub for extras caused by previous demo subs who missed some subsurface concrete in their scope of work.

Project Schedule –

- Nabholz has completed site demolition, fence installation, silt fence installation, and overall project mobilization. See “4.b.v.” below for discussion of schedule.
- Update on the Five activities being monitored for potential delays:
  - Issuance of permits is complete.
    - Earth Change permit is in-hand.
    - Full Building Permit is in-hand.
    - Fire Hydrant installation is complete

- The redesign of one storm pipe due to unknown underground utilities is in the review process with City of Stillwater. Civil engineer is coordinating and expediting the redesign under the direction of Architect.
- SPS's two demo contractors failed to return to the site to complete their scope of work. Nabholz's earthwork subcontractor completed their scope on the north side of the site and charged SPS directly. SPS will seek reimbursement from original demo sub. We are still waiting for the other original demo contractor to return to SW corner of site to complete their scope.
- Demolition and removal of City Electrical service is complete on north half of property, (along with Telephone (AT&T) and cable service Chickasaw), but still underway in the south half.
- Demolition and removal of two underground natural gas mains is still pending and still the most critical of the original five potential delays. We are now four weeks into the 6 to 8 weeks that ONG said that they needed to redesign and relocate existing pipelines. We have a promise from ONG that they will start work on the site on Monday May 7. Nabholz, at the May 2, 2018 OAC meeting, informed us that Phil Moffett will have a very detailed Westwood project schedule to present to SPS by the end of May. Nabholz also said that their goal for the new schedule is that it will preserve the originally promised August 1, 2019 date of substantial completion. That, of course, is subject to the timely completion of the ONG pipeline.

#### One Month Look-Ahead

- Nabholz is re-scheduling the entire project as stated above and has promised a new detailed schedule on or before the May 30, 2018 OAC meeting.
- At the May 16th OAC meeting SPS, Selser Schaefer, and Nabholz shall discuss the ONG delay and the schedule and take steps toward creating a 'back-up' plan if one is deemed necessary.
- Nabholz will again rework their immediate site activities in May to mitigate any overall project delays due to the ONG delay.

### **E. Receive SPS Demographic Report from FinCo GeoDemographics LLC**

SUPERINTENDENT MOORE reported the following information.

Stillwater Public Schools has experienced increased student enrollment over the past decade and needs a unified plan for handling this continued student growth. Student enrollment at Stillwater Public Schools during the 07-08 school year totaled 5,443, whereas student enrollment during the 17-18 school year is 6,348. In March 2014, the Board of Education voted to change grade configuration to PreK-4, 5/6, 7/8, and 9-12. In July 2015, the Board of Education voted to cancel the implementation of the grade reconfiguration for grades PreK-4, 5/6, 7/8, and 9-12. In August 2015, the Board of Education voted to affirm reconfiguration of grade PreK-4, 5/6, 7/8, and 9-12.

In November 2017, the Stillwater Board of Education established four superintendent goals, one of which was to evaluate the district's facilities to accommodate student enrollment growth for the next 15 years. In an effort to accomplish this goal, the district administration hired FinCo GeoDemographics, LLC to conduct enrollment projections for the next several years under the current grade configuration and if the district continues with the previously-approved reconfiguration plan of PreK-4, 5/6, 7/8, and 9-12.

DR. JON COMER provided an enrollment projection report for the years 2018-2033. He stated the last time he conducted a study for the district was in 2012. Since that time the district has had a slow steady growth averaging +83 students per year. Dr. Comer's data shows an anticipated enrollment in 2023 of low-6,855, medium-7,089, and high-7,323. A copy of Dr. Comer's report is included in the minutes file.

Move to 7A.

## **7. EDUCATIONAL SERVICES**

### **A. Receive Skyline Elementary School Plan for Excellence**



NATALIE FLUTY and JOY CAWOOD gave an overview of the Skyline Elementary School Effective Practices for School Improvement Plan which includes goals, strategies, interventions and successes. A copy of the PowerPoint is included in the minutes file.

Move to 6F.

## **6. OPERATIONS**

### **F. Receive Safety and Security Update**

SUPERINTENDENT MOORE reported that Jennifer Newell with Oklahoma Security and School Institute met with the SPS administrators last month. Dr. Moore reported that he has received positive feedback on the additional law enforcement that have been placed in the school. He discussed the possibility of looking at bringing in a consultant to help the district move forward with the safety issues. He has talked to school safety expert, Kenneth Trump, who has an extensive background in the area of school safety. The cost of bringing him in as a consultant would be approximately \$30K. The assessment would include services such as, an analysis of policies and procedures, staff survey, review of crime data, evaluating facilities, and communication strategies.

Board members expressed an interest in exploring how to get the money for an assessment.

Move to 7B.

## **7. EDUCATIONAL SERVICES**

### **B. Receive Updates for Homeless-Foster Care, Gifted and Talented, English Language Learners, and Indian Education Programs**

Written reports for the Homeless/Foster Care, Gifted and Talented, English Language Learners, and Indian Education Programs were provided in the packet and a copy is included in the minutes file.

## **8. OTHER REPORTS/RECOMMENDATIONS**

### **A. Consider and Vote to Approve Memorandum of Understanding with SEA**

Each year, Stillwater Public Schools adopts the 1080-Hour School Year pursuant to 70 O.S. § 1-109 [h][2]. Due to days missed for the work stoppage, gas leak, and inclement weather at Stillwater Junior High, they needed to attend the following days that were previously scheduled as holidays: Friday, April 27, Friday, May 4, and May 25. They also needed to make up an additional 24 hours and 16 minutes to be in compliance. They are making up these 24 hours and 16 minutes by extending their school day to accommodate the additional time, and they shortened the lunch period by 10 minutes. This change in the lunch period required Stillwater Education Association (SEA) approval as it changes the Master Contract. The SEA agreed to this temporary change.

Motion by GUDGEL, second by ANDREWS, to approve a Memorandum of Understanding with Stillwater Education Association to adjust the lunch time at Stillwater Junior High School. The motion carried (4 – 0) with the following votes: Gudgel – yes, Andrews – yes, Baker – yes, DeYong – yes. A copy of the Memorandum of Understanding is attached to and made a part of these minutes.

### **B. Consider and Vote to Suspend Athletic Incentive Pay Plan**

SUPERINTENDENT MOORE presented the following information.

In the 2011-2012 school year, SHS AD Tucker Barnard and SJHS AD Walter Howell formed a committee of SHS coaches to study athletic stipends in our district and compare their findings to stipends of other comparable districts. All SHS coaches were invited to participate on this committee. Based on the findings, the committee proposed to the SPS Board of Education an increase in athletic coaching stipends.

The committee also proposed an incentive pay scale to reward outstanding achievement, but the board of education did not take formal action on the incentive pay scale. However, the district has implemented the athletic incentive pay scale for the past several years.

With the district's expenditure per student decreasing over the past several years, the administration is recommending that the board of education suspend the athletic incentive pay in order to redirect the money toward more core services.

TUCKER BARNARD reported that he has surveyed several other schools in our conference to see if they offer a championship incentive pay plan like Stillwater and found that none of these schools offer a bonus plan. He stated that several of our coaches appreciate the bonus. He also stated that the incentive pay plan is appealing when recruiting coaches.

The following were topics of discussion:

- Multi-sport coaching
- Becoming an incentivizing district
- Inequity of paying bonuses to athletics but not to other extracurricular programs such as the arts and academics
- Creating other ways to fund this effort that would not impact the General Fund

Mr. Barnard will give an annual report on athletics to the board in June. The board asked him to identify creative ways to fund an incentive plan.

Motion by BAKER, second by ANDREWS, to postpone action on the Athletic Incentive Pay Plan until the June 12, 2018 Regular Business meeting. The motion carried (4 – 0) with the following votes: Baker – yes, Andrews – yes, Gudgel – yes, DeYong – yes.

#### **C. Receive First Reading Policy Revisions:**

- **CMAB Textbooks: Distribution and Care of**
- **FDC-R1 Attendance Policy**
- **FO Student Discipline**

The Policy Review Committee met on April 25th to review the revisions to the policies listed above. The details concerning these policies are as follows:

##### CMAB – Textbooks: Distribution and Care of

Materials students use in the classroom and at home as "textbooks" have expanded to include technology hardware. The textbook policy is revised to include technology in the event of loss or damage. Clarifications were also made to the policy language.

##### FDC-R1 – Attendance Policy

The district attendance committee has been meeting to discuss and implement best practices regarding district wide daily attendance. We were requested by Mrs. Walker to review the current policy and make suggested revisions to be in line with school regulations and current practice.

##### FO – Student Discipline

Policy FO is being updated to reflect that the district does not use corporal punishment as a means of discipline for any student. The addition of this statement satisfies HB 1623 from 2017 that states that corporal punishment is prohibited for students with intellectual disabilities.

This is a first reading only.

## **9. ADJOURNMENT**

### **A. Vote to Adjourn**

Motion by ANDREWS, second by GUDGEL, to adjourn at 9:31 p.m. The motion carried (4 – 0) with the following votes: Andrews – yes, Gudgel – yes, Baker – yes, Deyong – yes.

STILLWATER BOARD OF EDUCATION

STILLWATER BOARD OF EDUCATION

Dr. Camille F. DeYong, 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 48 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](http://www.stillwaterschools.com) (posted May 4, 2018 at 2:30 p.m.).

Witness my hand and seal of the Stillwater School District on May 8, 2018.

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