

Ponca City Public Schools
Regular Board of Education Meeting
Administration Center, Board Room, 613 East Grand Ave., Ponca City, Oklahoma 74601
Monday, March 9, 2026 at 6:00 PM

NOTICE OF MEETING

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 Kay County, Oklahoma. At least twenty-four (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 Ponca City Administration Building, 613 East Grand Avenue and on the school district's website located at www.pcps.us (posted on March 5, 2026 at 4:00 pm.)

1. CALL TO ORDER

1.1. Call Meeting to Order *(President)*

1.2. Flag Salute

1.3. Roll Call *(Minutes Clerk of the Board)*

Attendance Taken at 6:00 PM.

Robin Riley: Present

Anna Roland: Absent

Judy Throop: Absent

Joe Vaden: Present

Nancy Zimmerschied: Present

Attendance Update Taken at 6:03 PM.

Anna Roland: Present

2. PRESENTATIONS AND RECOGNITIONS

2.1. Special Presentation to Board President Robin Riley in Appreciation Of His Years of Service to Ponca City Public Schools *(Superintendent)*

2.2. Presentation of the Employee of the Month and Friend of Education Awards

The President of the Board will preside over presenting the March Employee of the Month and Friend of Education Awards to the following employees.

Certified Employee of the Month - Jennifer Jones

5th Grade Teacher, Lincoln Elementary

Support Employee of the Month - Janie Lambert

Title I Teacher Assistant, Union Elementary

Friend of Education - Beth Morgan

PTA President, Trout Elementary

3. PUBLIC COMMENT

3.1. Comments From the Public

The Ponca City Public Schools Board of Education recognizes the value of public comment in effective school governance and the importance of providing community members an opportunity to address the Board on educational issues. To ensure meetings are conducted in an orderly and efficient manner, the Board has established the following guidelines governing public participation.

Individuals or groups wishing to speak during the public comment portion of a Board meeting must check in with the Board Clerk no later than fifteen (15) minutes prior to the start of the meeting and complete the required public comment form. The following must be provided in writing:

- Name and address of the individual
- The agenda item(s) the individual wishes to address
- The organization the individual represents or is affiliated with, if applicable

Speakers must be recognized by the Board President or other presiding officer prior to speaking and must state their name and organizational affiliation, if applicable, before beginning remarks. Comments must be limited to items listed on the meeting agenda. Unless otherwise modified by the presiding officer with Board approval, each speaker will be limited to a maximum of three (3) minutes. Total public comment during any regular meeting shall not exceed fifteen (15) minutes, and no individual may speak more than once during the same meeting. All remarks must be directed to the presiding officer; speakers may not address or question individual Board members.

For additional information regarding speaking privileges, please refer to Board Policy 1.3-6.0 Speaking Privileges of the Public, which is available at Board meetings and in the Board Policy Manual located on the district website, www.pcps.us, under Board of Education.

4. SUPERINTENDENT’S REPORT WITH POTENTIAL BOARD DISCUSSION

4.1. Legislative Update

4.2. District Update

5. CONSENT AGENDA

Motion required for the approval of the Consent Agenda as printed or as amended. Board members may, however, call for a separate vote on any or all items listed on the Consent Agenda.

Motion to approve the Consent Agenda items 5.1 thru 5.30 and 32-33 as printed or as amended. Item 5.31 pulled per admin request. Board members may, however, call for a separate vote on any or all items listed on the Consent Agenda. This motion, made by Anna Roland and seconded by Nancy Zimmerschied, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Absent

Joe Vaden: Yea
Nancy Zimmerschied: Yea
Yea: 4, Nay: 0, Absent: 1

- 5.1. **Approval of the Minutes from the February 9, 2026, Regular Meeting**
- 5.2. **Approval of the Surplus Resolution**
- 5.3. **Approval of the Budget Analysis Reports**
- 5.4. **Approval of the FY26 Budget Amendments**
- 5.5. **Approval of the FY26 Bond Fund Reports**
- 5.6. **Approval of the FY26 Change Order Listing as of March 3, 2026, for Funds 11, 21, 22, 30, and 81**
- 5.7. **Approval of FY26 General Fund 11 Encumbrances #1176-#1398 in the amount of \$402,856.79**
- 5.8. **Approval of FY26 Building Fund 21 Encumbrances #178-#187 in the amount of \$208,226.26**
- 5.9. **Approval of FY26 Child Nutrition Fund 22 Encumbrances #103-#106 in the amount of \$56,125.00**
- 5.10. **Approval of FY26 Bond 30 Encumbrances #11-#12 in the amount of \$16,380.00**
- 5.11. **Approval of FY26 Bond 34 Encumbrance #9 in the amount of \$3,336.38**
- 5.12. **Approval of FY26 Gifts and Endowment Fund 81 Encumbrances #154-#197 in the amount of \$29,049.58**
- 5.13. **Approval of Booster Club Reports**
- 5.14. **Approval of Activity Fund Reports**
- 5.15. **Approval of Treasurer's Reports**
- 5.16. **Approval of Out-of-State Travel Requests**
- 5.17. **Approval of the Ratification & Approval of Payrolls**
- 5.18. **Approval of a quote from 247 Security, effective March 9, 2026, to install three (3) security systems (7 cameras per bus) on the three transit-style activity buses. The total cost is \$9,144.00 and will come from the General Fund.**
- 5.19. **Approval of a quote from American Telephone, effective March 9, 2026, for three (3) security cameras to be installed at the Concert Hall, the high school pantry, and the front of Trout Elementary. The total cost is \$3,325.00 and will come from the General Fund.**
- 5.20. **Approval to rescind a contract with Complete Weddings + Events for Prom DJ services approved at the February 9, 2026, board meeting. The previously approved**

agreement is being withdrawn in order to replace it with a revised agreement reflecting updated event service needs.

5.21. Approval of a revised agreement with Complete Weddings + Events, effective April 18, 2026, for prom DJ services. The updated agreement includes expanded event coverage and replaces the previously approved agreement. The total cost is \$1,590.00, and will be paid from the appropriate Activity account.

5.22. Approval of an agreement with Jostens, Inc., effective for the 2026-2027 school year, to serve as the portrait photographer for the Ponca City School District. There is no cost to the district, parents opt to purchase.

5.23. Approval of an agreement with Jostens, Inc., effective for the 2026-2027 school year, to create up to 150 copies of a 36-page yearbook for West Middle School that will ship in May 2027. The initial cost is up to \$2,850.00 and would be funded by the Activity Fund. This expense will be reimbursed from yearbook sales, resulting in no cost to the district.

5.24. Approval of an agreement with Keagan Lambert, effective March 2026 through October 2026, for creative design and consultation services for the Ponca City High School marching band. Mr. Lambert will design the creative elements of the marching band's 2026 marching show to include storyboarding, prop, and color guard costume design. The total cost is \$1,000.00 and will come from the General Fund.

5.25. Approval of a Performance License Agreement with Luke McMillan Music Co., effective March 9, 2026, through June 30, 2027, granting Ponca City Public Schools the rights to perform the selected marching band show at events customarily associated with marching band performances. The agreement also authorizes the reproduction of show materials for instructional and production purposes. The total cost of \$2,750.00 will be paid from the General Fund (Music Instructional).

5.26. Approval of an agreement with Luke McMillan Music Co., effective March 2026, through September 2026, to provide and/or edit music/resources and licensing for the Ponca City High School marching band show. \$2,750.00 will be paid from the General Fund (Music Instructional), and \$1,500.00 will come from Activity Fund.

5.27. Approval of a rental contract with Marland's Grand Home, effective March 9, 2026, to rent the facility for the Top Ten Senior Tea to be held May 14, 2026. The total cost is \$150.00, which will come from the Activity Fund.

5.28. Approval of a quote from Oklahoma State University, effective March 9, 2026, through May 21, 2026, to provide psycho-educational services in Spanish for students enrolled in Ponca City Schools, as indicated by parental consent and school criteria. The authorized personnel of Ponca City Public Schools shall identify students who need services and approve each individual situation, as provided under state and federal regulations. The estimated cost of services is \$760.00 per student. Costs will come from the General Fund.

5.29. Approval of a rental agreement with Ponca City Development Authority, effective March 9, 2026, to rent PCDA Summit at City Central for an Operations Department event to be held on May 14, 2026. There is no cost to the district.

5.30. **Approval of an agreement with Purple Wave Auction, effective March 9, 2026, through June 30, 2026, which would authorize Ponca City Public Schools to utilize Purple Wave's online auction platform. There is no cost to the district.**

5.31. **Approval of a quote from Renaissance, effective March 9, 2026, through June 30, 2026, for Nearpod, a digital classroom instruction platform that includes assessments and real-time insights into standards-aligned resources for Woodlands Elementary. The total cost is \$562.50 and will be funded by Title I funds.**

5.32. **Approval of a quote from StoneFly, Inc., effective April 8, 2026, through April 7, 2027, for a two-year extended warranty/silver service plan with parts and labor for protection of IT infrastructure, such as IP SANS, backup, and disaster recovery systems. The total cost is \$3,336.38 and will come from Bond 34.**

5.33. **Approval of a proposal from Stuteville Chevrolet GMS and Stuteville Ford Lincoln, effective May 1, 2026, through June 30, 2027, for the leasing of two vehicles for use in the Driver's Education program. The total cost is \$2.00 (\$1.00 per vehicle) and will come from the General Fund.**

6. ACTION ITEMS (MOTION REQUIRED)

6.1. Consider and take action to employ, to accept the resignation of, to reassign, and to enter into an extra-duty contract with those individuals as listed in the attached detailed Personnel Report

Motion to approve to employ, to accept the resignation of, to reassign, and to enter into an extra-duty contract with those individuals as listed in the attached detailed Personnel Report. This motion, made by Anna Roland and seconded by Nancy Zimmerschied, passed.

Robin Riley: Yea
Anna Roland: Yea
Judy Throop: Absent
Joe Vaden: Yea
Nancy Zimmerschied: Yea

Yea: 4, Nay: 0, Absent: 1

6.2. Consider and take action to approve a contract with Complete Grounds, LLC for mowing services

Motion to approve a contract with Complete Grounds, LLC for mowing services. This motion, made by Nancy Zimmerschied and seconded by Anna Roland, passed.

Robin Riley: Yea
Anna Roland: Yea
Judy Throop: Absent
Joe Vaden: Yea
Nancy Zimmerschied: Yea

Yea: 4, Nay: 0, Absent: 1

6.3. Consider and take action to approve an agreement with Jenkins & Kemper to provide an annual audit report

Motion to approve an agreement with Jenkins & Kemper to provide an annual audit report. This motion, made by Nancy Zimmerschied and seconded by Anna Roland, passed.

Robin Riley: Yea
Anna Roland: Yea
Judy Throop: Absent
Joe Vaden: Yea
Nancy Zimmerschied: Yea
Yea: 4, Nay: 0, Absent: 1

6.4. Consider and take action to approve a ratification of an agreement with Stephen H. McDonald & Associates, Inc.

Motion to approve a ratification of an agreement with Stephen H. McDonald & Associates, Inc. This motion, made by Nancy Zimmerschied and seconded by Anna Roland, passed.

Robin Riley: Yea
Anna Roland: Yea
Judy Throop: Absent
Joe Vaden: Yea
Nancy Zimmerschied: Yea
Yea: 4, Nay: 0, Absent: 1

6.5. Motion and Vote to Convene in Executive Session for the Following Purposes: to Discuss the Superintendent of Schools' Contract [Authority for Executive Session: 25 O.S. Section 307(B)(1)]

Motion and Vote to Convene in Executive Session for the Following Purposes: to Discuss the Superintendent of Schools' Contract [Authority for Executive Session: 25 O.S. Section 307(B)(1)] This motion, made by Joe Vaden and seconded by Anna Roland, passed.

Executive Session Convened at 6:51 PM

Robin Riley: Yea
Anna Roland: Yea
Judy Throop: Absent
Joe Vaden: Yea
Nancy Zimmerschied: Yea
Yea: 4, Nay: 0, Absent: 1

6.6. Return to Open Session at 7:20 pm

6.7. Recital by Board President that Minutes of Executive Session Were Kept by the Board Minutes Clerk and Will Remain Confidential

6.8. Consider and Take Action to Approve New Contract for the Superintendent of Schools

Motion to approve new contract for the Superintendent of schools. This motion, made by Anna Roland and seconded by Nancy Zimmerschied, passed.

Robin Riley: Yea
Anna Roland: Yea
Judy Throop: Absent
Joe Vaden: Yea
Nancy Zimmerschied: Yea
Yea: 4, Nay: 0, Absent: 1

7. **NEW BUSINESS**

8. **ADJOURNMENT** Meeting was adjourned at 7:21 pm.

Erika Johnson
Minutes Clerk of the Board

APPROVED DATE:

President, Board of Education