

Sapulpa Public Schools Board of Education Independent School District Number  
33 Creek County Regular  
Monday, August 13, 2012 7:30 PM  
Washington Administration Center Board Room 511 E. Lee, Sapulpa, OK 74066,  
511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge of Allegiance to the American Flag.

## II. Consent Agenda

To approve consent agenda, Items A-V Brose has voted abstain on item II under the consent agenda, letter M passed with a motion by Steve McCormick and a second by Bryan Sherwood.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

II.A. Vote to approve/disapprove the minutes of the 7-9-12 regular board meeting.

II.B. Vote to approve/disapprove the minutes of the 7-13-12 and 8-6-12 special board meetings.

II.C. Vote to approve/disapprove 2012-13 general fund purchase order encumbrances numbers 159 through 384.

II.D. Vote to approve/disapprove 2012-13 building fund purchase order encumbrance numbers 36 through 72.

II.E. Vote to approve/disapprove 2012-13 child nutrition fund purchase order encumbrance numbers 49 through 53.

II.F. Vote to approve/disapprove 2012-13 bond (fund 4) fund purchase order encumbrance numbers 2 through 27.

II.G. Vote to approve/disapprove 2012-13 bond (fund 31) fund purchase order encumbrance numbers 1 through 7.

II.H. Vote to approve/disapprove 2012-13 bond (fund 34) fund purchase order encumbrance number 2.

II.I. Vote to approve/disapprove the monthly financial reports of the school Activity Funds account.

II.J. Vote to approve/disapprove the Treasurer's Report on the status of Funds and Investments.

II.K. Vote to approve/disapprove a lease agreement between the City of Sapulpa and Sapulpa Public Schools.

II.L. Vote to approve/disapprove a Building Lease Agreement with American Heritage Bank.

II.M. Vote to approve/disapprove a 2012-13 Contract Of Financial Responsibility to Broken Arrow Public Schools for students to participate in the Margaret Hudson Program.

II.N. Vote to approve/disapprove the following new and revised policies:

II.N.1. Revised Policy - 431.3 SALARY SCHEDULE FOR SUBSTITUTE TEACHERS (Procedural Page)

II.N.2. New Policy - 433.1 DATA ACCESS POLICY REGARDING STUDENT HEALTHCARE RECORDS

II.N.3. New Policy - 433.1 OKLAHOMA DIRECT SERVICE MEDICAID CLAIMING SERVICES CHECKLIST (Procedural Page)

II.N.4. New Policy - 433.1 STATEMENT OF CONTROL OF ACCESS TO ELECTRONIC RECORDS (Procedural Page)

II.N.5. New Policy - 939. NOTICE OF NON-DISCRIMINATION.

II.N.6. Revised Policy - 926. NOTIFICATION OF RIGHTS UNDER FERPA (Procedural Page)

II.O. Vote to approve/disapprove an agreement with the Cooperative Council for Oklahoma School Administration to participate in CCOSA's Legal Assistance Program for the 2012-13 fiscal year.

II.P. To approve/disapprove a Lease Agreement with Dennis and Kristi Sprague to lease 1116 East Hobson, Sapulpa, Oklahoma 74066.

II.Q. Vote to approve/disapprove a 2012-2013 contract with United Community Action Head Start for referral and special education services.

II.R. Vote to approve/disapprove a Business Associate Agreement and OSIS Facility Authorization Agreement with Oklahoma State Department of Health (OSDH) for the ability to use OSDH's immunization data base.

II.S. Vote to approve/disapprove a 2012-13 Drop-Out Recovery Joint Agreement with Central Tech.

II.T. Vote to approve/disapprove a revised 2012-13 Memorandum of Agreement with Muscogee (Creek) Nation Behavioral Health Substance Abuse Services Program.

II.U. Vote to approve/disapprove a 2012-13 contract with SFSPac Food Safety and Sanitation for Food Service Cleaning Chemicals.

II.V. Vote to approve/disapprove fundraisers as per Attachment.

### III. Hearing from the Public

### IV. Information & Discussion Items

#### IV.A. Screening Students for Allergies and Asthma (1st-5th Grade)

Dr. Gary Lee with Allergy and Asthma Diagnostic in Tulsa, Oklahoma presented an opportunity for students. Dr. Lee would like to bring allergy and asthma screening to a school setting to diagnose and make recommendations to students who need further assistance. The number one reason why students miss school is due to allergies and asthma. Up to 14 days of school is missed nationwide. They would send home a questionnaire for parents to complete before the screening. This company has an office here in Tulsa but would not require students to visit their office. They would provide the equipment and a staff of three to screen around 100 students per day. The student's insurance would be billed and the students who do not have insurance would receive the basic test for free. They will send a report home of the student's results to get further help through their primary doctor or a specialist. The board would like to see the paperwork that would go out to the parents before making a final decision.

#### IV.B. Test Scores

Dr. Richard Rosenberger reported on the OCCT and EOI test scores. The district is pleased with the overall progress made district-wide. There are some concerns in the 5th grade OCCT scores and 8th grade writing scores. The challenge this year will be to look at teacher effectiveness and effective instruction. Compared to other Tulsa districts a lot of Sapulpa scores are within ten to twenty points of the top scores. We were second highest in our 8th grade reading scores but need to improve on 5th grade reading and math scores.

#### IV.C. Summer Technology Project Report

Joe Slitzker, Informational Technology Director, reported on the summer technology projects. The projects finished the bond technology money of around 1.5 million dollars. Some of the projects included Woodlawn annex receiving the ShoreTel phone system, 43 I pads to be used for tools in the TLE process and training, 56 android galaxy tablets were placed at Liberty and Holmes Park, and six apple TVs were purchased to place at different sites for wireless broadcasting. The Bailey building received new computers and an upgrade on the media converter on the scoreboard at the football stadium. Recabling and wireless has been or will be added throughout the district.

IV.D. Obesity Trends and State/County Health Report Card  
This presentation will be brought back in September.

#### IV.E. Superintendent Comments

Mr. Kevin Burr reported on the Leadership Retreat with the sites administrators July 26-27, 2012. The focus was on TLE, college readiness and test scores. Metrics for Teacher Leadership Effectiveness will be in place for the board to review by the end of the year. The Administrators attended McRel training in Bixby July 30-31, 2012. Every administrator was given an assignment to come up with a series of goals for their buildings. They presented their goals last week to Mr. Burr, Dr. Rosenberger and Mr. Trigalet. Communication is not strong with the State Department of Education and school districts. School districts were told that text book allocations would be cut by 1.5% and then they were told 2.5% but just a few weeks ago, SDE said text book allocations will be cut 3.53%. This is an example of the poor communication. Sapulpa saw a \$32,000 decrease this year due to this decision. The state is supporting virtual and charter schools that are designed for younger students. School districts need that money to help educate students. Public support is absolutely necessary to help be the voice for the schools. Mr. Burr will continue to update the Board on decisions made by the SDE.

#### V. Action Items

V.A. New Business - items not known or foreseen when agenda was posted.

V.B. Vote to approve/disapprove change order #1 for extra quantities to the Liberty and Middle School parking lot improvements in the amount of \$8,498.97.

To approve change order #1 for extra quantities to the Liberty and Middle School parking lot improvements in the amount of \$8,498.97 passed with a motion by Bryan Sherwood and a second by Curtice Hillis.

Bradd Brose: Yea

Jeff Gilbert: Yea

Curtice Hillis: Yea

Steve McCormick: Yea

Bryan Sherwood: Yea

Yea: 5, Nay: 0

V.C. Vote to approve/disapprove change order #2 for deductions off the total contract with Cherokee Pride Construction, Inc. in the amount of (2,870.64).

To approve change order #2 for deductions off the total contract with Cherokee Pride Construction, Inc. in the amount of (2,870.64) passed with a motion by Steve McCormick and a second by Bryan Sherwood.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.D. Vote to approve/disapprove 2012-13 adult meal prices as per Attachment.

To approve 2012-13 adult meal prices as per Attachment passed with a motion by Bryan Sherwood and a second by Bradd Brose.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.E. Vote to approve/disapprove designating a 1,080 hour school 2012-13 calendar.

To approve designating a 1,080 hour school 2012-13 calendar passed with a motion by Bryan Sherwood and a second by Steve McCormick.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.F. Vote to approve/disapprove raze former administration building bids as per Attachment.

Vote to approve raze former administration building bids as per Attachment passed with a motion by Bryan Sherwood and a second by Bradd Brose.

Bradd Brose: Yea

Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.G. Proposed executive session to discuss (1) Personnel listed below as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act and (2) discuss labor negotiations as authorized by 25 O.S. Section 307(B)(2) of the Oklahoma Open Meeting Act with no resulting vote to be taken on item (2).

V.G.1. Vote to convene in executive session.

To convene in executive session at 8:44 p.m. passed with a motion by Steve McCormick and a second by Bryan Sherwood.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.G.2. Vote to acknowledge the Board has returned to open session.

To acknowledge the Board has returned to open session at 10:07 p.m. passed with a motion by Bryan Sherwood and a second by Curtice Hillis.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.G.3. Statement of executive session minutes.

The Board of Education went into executive session at 8:44 p.m. to discuss (1) Personnel listed below as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act and (2) discuss labor negotiations as authorized by 25 O.S. Section 307(B)(2) of the Oklahoma Open Meeting Act, with no resulting vote to be taken on item (2). During the executive session, the Board discussed these items and no other items. The Board returned to open session at 10:07 p.m. This constitutes the minutes of the executive session.

## V.H. Personnel

### V.H.1. Vote to Employ:

To employ as listed passed with a motion by Bryan Sherwood and a second by Steve McCormick.

Bradd Brose: Yea

Jeff Gilbert: Yea

Curtice Hillis: Yea

Steve McCormick: Yea

Bryan Sherwood: Yea

Yea: 5, Nay: 0

V.H.1.a. Middle School Spanish Teacher (8-10-12)

V.H.1.b. Middle School Computer Teacher/Assistant Football and Wrestling Coach (8-1-12)

V.H.1.c. Freedom 3rd Grade Teacher (8-10-12)

V.H.1.d. Middle School English (8-10-12)

V.H.1.e. High School Assistant Softball Coach (7-9-12)

V.H.1.f. High School/Junior High Special Education Teacher (8-10-12)

V.H.1.g. Freedom Counselor (8-1-12)

V.H.1.h. Liberty Half-Time Title I (8-10-12)

V.H.1.i. Jefferson Heights Head Latchkey Teacher (8-1-12)

V.H.1.j. Liberty Half-Time Title I (8-10-12)

V.H.1.k. Freedom 3rd Grade (8-10-12)

V.H.1.l. Freedom 3rd Grade (8-10-12)

V.H.1.m. Freedom 1st Grade Teacher (8-10-12)

V.H.1.n. Holmes Park Music Teacher (8-10-12)

V.H.1.o. Information Technology Director (8-6-12)

V.H.1.p. High School Assistant Softball Coach (7-17-12)

V.H.1.q. Freedom 1st Grade Teacher (8-10-12)

V.H.1.r. Freedom 5th Grade Teacher (8-10-12)

V.H.2. Vote to approve/disapprove the transfer of Michelle Doss from Liberty Teacher Assistant to Liberty 2nd Grade Teacher, effective 8-10-12.

To approve the transfer of Michelle Doss from Liberty Teacher Assistant to Liberty 2nd Grade Teacher, effective 8-10-12 passed with a motion by Steve McCormick and a second by Bradd Brose.

Bradd Brose: Yea

Jeff Gilbert: Yea

Curtice Hillis: Yea

Steve McCormick: Yea

Bryan Sherwood: Yea

Yea: 5, Nay: 0

V.H.3. Vote to approve/disapprove Athletic Department coaches for 2012-13 as per Attachment.

To approve Athletic Department coaches for 2012-13 as per Attachment removal Shelly Bart and Kasha Darlene passed with a motion by Steve McCormick and a second by Bryan Sherwood.

Bradd Brose: Yea

Jeff Gilbert: Yea

Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.H.4. Vote to approve/disapprove Middle School Zone employees as per Attachment.

Christie Dorse, Carolyn Howie, Anna Emerson, Kelly Geiger, Patty King, Kim Leonard, Jeremy Lusk, Sonya Rivers, Donna Shaban, Amy Warner

To approve Middle School Zone employees as per Attachment passed with a motion by Bryan Sherwood and a second by Bradd Brose.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.H.5. Vote to accept Resignations received since the last board meeting.

Henry Cribbs, High School English Teacher (6-29-12), Betty Gibbs, High School?????? (6-29-12), Stephanie Leslie, High School/Junior High Special Education Teacher (7-24-12), Maranda Snell, Middle School Cook (5-15-12), Lori Stane, Holmes Park Cook (5-9-12)

To accept Resignations received since the last board meeting passed with a motion by Bryan Sherwood and a second by Bradd Brose.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0

V.I. Adjournment

To Adjourn at 10:10 p.m. passed with a motion by Bryan Sherwood and a second by Steve McCormick.

Bradd Brose: Yea  
Jeff Gilbert: Yea  
Curtice Hillis: Yea  
Steve McCormick: Yea  
Bryan Sherwood: Yea  
Yea: 5, Nay: 0