

Regular Meeting of The Board of Education Independent School District Number  
33, Creek County

Monday, December 13, 2021 6:00 PM

Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge of Allegiance to the American Flag  
President Steve McCormick called the meeting to order at 6 pm. Assistant  
Superintendent Johnny Bilby led the Pledge of Allegiance.

II. Formal Adoption of the Agenda

II.A. Motion, discussion, and vote on motion to formally adopt Agenda.

To formally adopt the Agenda passed with a motion by Wayne Richards  
and a second by Larry Hoover.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

III. Consent Agenda

III.A. Approval of the BOE Meeting Minutes.

III.A.1. 11.08.2021-Regular BOE Meeting Minutes

III.B. Approval of 2021-22 General Fund Purchase Order Encumbrance  
numbers 464 through 557.

III.C. Approval of 2021-22 Building Fund Purchase Order Encumbrance  
numbers 126 and 135.

III.D. Approval of 2021-22 Child Nutrition Fund Purchase Order Encumbrance  
numbers 53 and 59.

III.E. Approval of 2021-22 Bond Fund 31 Purchase Order Encumbrance  
numbers 10 and 11.

III.F. Approval of 2021-22 Bond Fund 32 Purchase Order Encumbrance  
numbers 34 through 38.

III.G. Approval of 2021-22 Bond Fund 33 Purchase Order Encumbrance number  
30.

III.H. Approval of 2021-22 Insurance Fund 86 Purchase Order Encumbrance  
number 2.

III.I. Approval of the monthly financial reports of the School Activity Funds account.

III.J. Approval of the Treasurer's Report on the status of Funds and Investments.

III.K. Approval of the continuation of Section 125 Plan through American Fidelity and approve electronic signature by Kenda Terrones as the contact.

III.L. Approval of the amended Investment Provider Agreement to add Brighthouse Life Insurance Company ("Brighthouse Financial") as a Provider in our 403B Retirement Plan as per attachment.

III.M. Approval of Amendment to Sapulpa Public Schools 403B Plan as per attachment.

III.N. Approval of a second signed Amendment to add Bartlett Academy as a Licensed School Site, Follett was purchased by another company, which prompted them to change from an INC to an LLC.

III.O. Approval of 2021-22 renewal of School Messenger, a 6-month contract.

III.P. Approval of a generous donation in the amount of \$935 to Holmes Park Library from Cox Charities Innovation in Education Grant Program.

III.Q. Approval of the generous donation from the Assistance League Awards and Betty Bradstreet Arts Education Award in the amount of \$6,508.03, to be given to Freedom Elementary, Holmes Park Elementary, Jefferson Heights Elementary, and Sapulpa Jr. High as per attachment to promote arts, music, and drama for their schools.

III.R. Approval of two generous donations in the amount of \$1,000, \$500 to the Jr. High and \$500 to the High School, a Classroom Supply Grant for visual and Performing Arts from the Oklahoma Arts Council.

III.S. Approval of a generous donation in the amount of \$200 from Tammie Gerhard to be used for the Sapulpa Middle School Lego League.

III.T. Approval to accept \$1,500 OSAG 2021 Safety Equipment Grant for deposit in the Building Fund.

III.U. Approval of Declaration of Surplus

III.U.1. Athletics

III.U.1.a. Baseball and Softball Scoreboards

III.U.1.b. Old Covered Soccer Benches

### III.U.2. Transportation-Buses

### III.V. Approval of the Out-of-State Activity Trips as per attachment.

### III.W. Approval of Fundraisers as per attachment.

A. 11.08.2021 Regular BOE Meeting Minutes, B. 2021-22 General Fund Purchase Order Encumbrance numbers 464 through 557, C. 2021-22 Building Fund Purchase Order Encumbrance numbers 126 and 135, D. 2021-22 Child Nutrition Fund Purchase Order Encumbrance numbers 53 and 59, E. 2021-22 Bond Fund 31 Purchase Order Encumbrance numbers 10 and 11, F. 2021-22 Bond Fund 32 Purchase Order Encumbrance numbers 34 through 38, G. 2021-22 Bond Fund 33 Purchase Order Encumbrance number 30, H. 2021-22 Insurance Fund 86 Purchase Order Encumbrance number 2, I. monthly financial reports of the School Activity Funds account, J. Treasurer's Report on the status of Funds and Investments, K. continuation of Section 125 Plan through American Fidelity and approve electronic signature by Kenda Terrones as the contact., L. amended Investment Provider Agreement to add Brighthouse Life Insurance Company ("BrighthouseFinancial") as a Provider in our 403B Retirement Plan, M. Amendment to Sapulpa Public Schools 403B Plan, N. Amendment to add Bartlett Academy as a Licensed School Site, Follett was purchased by another company, which prompted them to change from an INC to an LLC, O. 2021-22 renewal of School Messenger, a 6-month contract, P. donation in the amount of \$935 to Holmes Park Library from Cox Charities Innovation in Education Grant Program, Q. donation Assistance League Awards and Betty Bradstreet Arts Education Award in the amount of \$6,508.03, to be given to Freedom Elementary, Holmes Park Elementary, Jefferson Heights Elementary, and Sapulpa Jr.High as per attachment to promote arts, music, and drama for their schools, R. donations in the amount of \$1,000, \$500 to the Jr. High and \$500 to the High School, a Classroom Supply Grant for visual and Performing Arts from the Oklahoma Arts Council, S. donation in the amount of \$200 from Tammie Gerhard to be used for the Sapulpa Middle School Lego League, T. to accept \$1,500 OSAG 2021 Safety Equipment Grant for deposit in the Building Fund, U. Declaration of Surplus: Athletics and Transportation, V. Out-of-State Activity Trips, W. Fundraisers

To approve Consent Agenda items A-W passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite:	Absent
Larry Hoover:	Yea
Steve McCormick:	Yea
Wayne Richards:	Yea
Melinda Ryan:	Absent

Yea: 3, Nay: 0, Absent: 2

#### IV. Hearing from the Public

John M. Young requested to speak in regards to naming the JROTC Building in dedication to Major Jerry Swepston.

#### V. Information and Discussion Items

##### V.A. Superintendent Comments

Mr. Armstrong thanked the Howling Huskies for their great job of singing before the meeting. He noted that there is only one week of the Fall Semester remaining, then comes Winter Break. Teachers and staff will return on January 3, and students on January 4. The Covid cases are down with only 6 in the District.

##### V.B. Discussion on a new policy for Naming of Facilities, first read.

Currently, there is no policy for the Naming of Facilities. The District would like to put one in place for future board members and new buildings.

#### VI. Action Items

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

None

##### VI.B. Discussion, motion, and vote on a motion to approve/disapprove of updating Purchasing Policy 311, second read.

To approve of updating Purchasing Policy 311, second read passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

##### VI.C. Discussion, motion, and vote on a motion to approve/disapprove the revising of Policy 530 Transfer Students, second read.

To approve the revising of Policy 530 Transfer Students, second read passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

VI.D. Proposed Executive Session to discuss Personnel listed as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.

VI.D.1. Vote to convene in Executive Session.  
No motion. Did not go into Executive Session.

VI.D.2. To acknowledge the Board has returned to Open Session.

VI.D.3. Statement of Executive Session Minutes.

#### VI.E. Personnel

VI.E.1. Vote to approve/disapprove employing Personnel as per attachment.  
To approve employing Personnel as per attachment passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Absent  
Larry Hoover: Yea  
Steve McCormick: Yea  
Wayne Richards: Yea  
Melinda Ryan: Absent  
Yea: 3, Nay: 0, Absent: 2

VI.E.2. Vote to approve/disapprove of the FMLA request for Makayla Brown, effective January 19, 2022, through March 21, 2022.

To approve of the FMLA request for Makayla Brown, effective January 19, 2022, through March 21, 2022 passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Absent  
Larry Hoover: Yea  
Steve McCormick: Yea  
Wayne Richards: Yea  
Melinda Ryan: Absent  
Yea: 3, Nay: 0, Absent: 2

VI.E.3. Vote to approve/disapprove of the FMLA request for Kendall Aylward, effective February 07, 2022, through May 10, 2022.

To approve of the FMLA request for Kendall Aylward, effective February 07, 2022, through May 10, 2022 passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Absent  
Larry Hoover: Yea  
Steve McCormick: Yea  
Wayne Richards: Yea  
Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

VI.E.4. Vote to approve/disapprove of the FMLA request for Amy Housel, effective March 24, 2022, through May 23, 2022.

To approve of the FMLA request for Amy Housel, effective March 24, 2022, through May 23, 2022 passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

VI.E.5. Vote to approve/disapprove of the FMLA request for Loretta Thomas, effective November 05, 2021, through January 28, 2022.

To approve of the FMLA request for Loretta Thomas, effective November 05, 2021, through January 28, 2022 passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

VI.E.6. Vote to approve/disapprove of the FMLA request for Jackie Johnson, effective September 28, 2021, through December 21, 2022.

To approve of the FMLA request for Jackie Johnson, effective September 28, 2021, through December 21, 2021 passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Absent

Yea: 3, Nay: 0, Absent: 2

VI.E.7. Vote to accept Resignations received since the last board meeting.

To accept Resignations received since the last board meeting passed with a motion by Wayne Richards and a second by Larry Hoover.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea  
Wayne Richards: Yea  
Melinda Ryan: Absent  
Yea: 3, Nay: 0, Absent: 2

## VII. Adjournment

To adjourn at 6:24 pm passed with a motion by Larry Hoover and a second by Wayne Richards.

Sarah Havenstrite: Absent  
Larry Hoover: Yea  
Steve McCormick: Yea  
Wayne Richards: Yea  
Melinda Ryan: Absent  
Yea: 3, Nay: 0, Absent: 2