

Special Meeting of The Board of Education Independent School District Number  
33, Creek County  
Friday, February 17, 2023 11:00 AM  
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order

President Wayne Richards called the meeting to order at 11 am. Asst 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 Melinda Ryan and a second by Larry Hoover.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

III. Consent Agenda

III.A. Approval of the BOE Meeting Minutes.

III.A.1. 1.17.2023 Regular BOE Meeting Minutes

III.A.2. 2.03.2023 Special BOE Meeting Minutes-2023 Bond

III.B. Approval of the 2022-23 General Fund Purchase Order Encumbrance numbers 703 through 814.

III.C. Approval of the 2022-23 Building Fund Purchase Order Encumbrance numbers 181 through 204.

III.D. Re-approval of 2022-23 Building Fund PO #163 due to increase in cost.

III.E. Approval of the 2022-23 Child Nutrition Fund Purchase Order Encumbrance numbers 55 through 59.

III.F. Approval of 2022-23 Bond Fund 32 Purchase Order Encumbrance Numbers 18 and 20.

III.G. Approval of the 2022-23 Bond Fund 33 Purchase Order Encumbrance number 4.

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

III.I. Approval of the monthly financial reports of the SPS Endowed Scholarship Accounts, Fund 81.

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

III.K. Accept and approve the employee assignments for Mr. Johnny Bilby and Mrs. Amy Riff as the Title IX Co-Coordinators for Sapulpa Public Schools.

III.L. Accept and approve the employee assignment for Mrs. Katherine Stufflebeam as the ADA (Americans with Disabilities Act) and 504 (Rehabilitation Act) Coordinator.

III.M. Approval of the 2023-24 Chess Health Agreement with Sapulpa Public Schools, an online referral platform called eintervention.

III.N. Approval of the 2023 Extended Service Agreement with Daktronics.

III.O. Approval of 2023 Hance Pyrotechnics Agreement with Sapulpa High School, fireworks for Graduation.

III.P. Approval of 2023 Party Pro Contract with Sapulpa High School, chairs for Graduation.

III.Q. Approval of attached Terms of Service for Cybergrants.com and to approve Kenda Terrones as an authorized user to register Sapulpa Public Schools for purposes of receiving grants from Walmart and Sam's Club for the Sapulpa Band Department.

III.R. Approval of an update to the 2023 Return to Learn Plan.

III.S. Approval of a generous donation of \$150 made in memory of Liz Delancy to purchase books for the Holmes Park Library.

III.T. Declaration of Surplus

III.T.1. High School English Books

III.T.2. High School Science Books

III.U. Approval of the Out of State Activity Trips as per attachment.

III.U.1. Band-Flagstaff, AZ

III.U.2. Freedom-5th Grade Student Trip- Washington D.C.

III.U.3. Drama-Bloomington, IN

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

To approve Consent Agenda items A-V passed with a motion by Steve McCormick and a second by Larry Hoover.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

### IV. Hearing from the Public

None

### V. Information and Discussion Items

#### V.A. Student Mental Health Protocol, first read

Donia Doudican and Michale Stanley shared information about the SPS Mental Health Protocol. See attachments for more information.

#### V.B. Spring 2023 Bond Projects

Superintendent Armstrong plans for the Long Range Plan Committee to meet next week and also discuss a May or August Bond Election date.

### VI. Action Items

VI.A. Proposed Executive Session to discuss Personnel listed and conduct ongoing evaluation of the Superintendent as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act.

#### VI.A.1. Vote to convene in Executive Session.

To convene in Executive Session passed with a motion by Melinda Ryan and a second by Wayne Richards.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

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

President Wayne Richards acknowledged the Board's return to Open Session at 11:53 am.

### VI.A.3. Statement of Executive Session Minutes.

The Board of Education went into Executive Session at 11:31 am to discuss Personnel as listed and to conduct an ongoing evaluation of the Superintendent, as authorized by 25 Section 307 (B)(1) of the Oklahoma Meeting Act. During the Executive session, the Board discussed these items and no other items. The Board returned to Open Session at 11:53 am. Present in the Executive Session were Steve McCormick, Melinda Ryan, Larry Hoover, Wayne Richards, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

## VI.B. Personnel

VI.B.1. Vote to approve/disapprove Employing Personnel as per attachment. To approve Employing Personnel as per the attachment passed with a motion by Larry Hoover and a second by Melinda Ryan.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.B.2. Vote to approve/disapprove FMLA Request for Michelle Benning, effective February 10, 2023, through March 31, 2023.

To approve FMLA Request for Michelle Benning, effective February 10, 2023, through March 31, 2023 passed with a motion by Larry Hoover and a second by Melinda Ryan.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.B.3. Vote to accept Resignations received since the last board meeting. To accept Resignations received since the last board meeting passed with a motion by Larry Hoover and a second by Melinda Ryan.

Sarah Havenstrite: Absent

Larry Hoover: Yea

Steve McCormick: Yea

Wayne Richards: Yea

Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

## VII. Adjournment

To adjourn at 11:56 am passed with a motion by Steve McCormick and a second by Larry Hoover.

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

Yea: 4, Nay: 0, Absent: 1