

Regular Meeting of The Board of Education Independent School District Number
33, Creek County
Monday, March 10, 2025 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 Melinda Ryan 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 Agenda 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:	Yea

Yea: 4, Nay: 0, Absent: 1

III. Consent Agenda

III.A. Approval of the BOE Meeting Minutes.

III.A.1. 2.11.2025-BOE Meeting Minutes

III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance numbers 677 through 762.

III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance numbers 150 through 165.

III.D. Approval of 2024-25 Child Nutrition Fund Purchase Order Encumbrance numbers 79 through 83.

III.E. Approval of the 2024-25 Lease Revenue Fund Purchase Order Encumbrance numbers 34 through 42.

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

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

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

III.I. Approval of the District (School Year) Calendar for 2025-26.

III.J. Approval of April 1, 2025, District Capacity Numbers.

III.K. Approval of the 2024-25 Audit Contract and Engagement Letter with Bledsoe, Hewett & Gullekson.

III.L. Approval of the 2025-26 renewal of the Therapy Works Contract

III.M. Approval to select Terracon to provide the 3rd party Inspections and Testing for the Sapulpa High School Campus project (Bond 2023).

III.N. Approval of the 2025-26 Yearbook Contracts for Sapulpa Public Schools:

III.N.1. Sapulpa High School--Varsity

III.N.2. Sapulpa Jr. High--Varsity

III.N.3. Sapulpa Middle School--Walsworth

III.N.4. Freedom Elementary--Varsity YB

III.N.5. Holmes Park Elementary--Focus

III.N.6. Jefferson Heights Elementary-Ruth Kelly Studio

III.N.7. Liberty Elementary Stem Academy-Jostens

III.O. Approval of the 2025-26 Lincoln Christian Winter Classic Contract for Boys/Girls Varsity Basketball.

III.P. Approval of a generous Home, Health, & Hygiene grant from Ascension St. John's for \$3,500 to supplement the Chieftain Care supplies/program.

III.Q. Approval of an anonymous generous donation of \$18,500 for unpaid lunch accounts (\$200), JH Stem (\$2,500), and Chieftain CARE program (\$14,000).

III.R. Declaration of Surplus

III.R.1. SJH Spanish Curriculum and Instructional Supplies

III.S. Approval of Out-of-State Activity Request as per attachment.

III.S.1. JROTC-Allen, TX

III.T. Approval of Fundraisers as per attachment.

To approve Consent Agenda Items A-T 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: Yea

Yea: 4, Nay: 0, Absent: 1

IV. Hearing from the Public

None

V. Information and Discussion Items

V.A. Superintendent Comments

To kick off the meeting, Superintendent Armstrong used part of his comments time to introduce the Teachers of the Year from each site. The 4 Support Employees of the Year will be introduced at the April 17th Celebratory Banquet. He highlighted some of the consent agenda items; the approved 2025-26 Calendar was similar to last year. The Building Fund as of February is just a little north of 1 million, with a small increase to come in April. There was a generous anonymous donation of \$18,500 made to the Chieftain Care Program; a \$13,000 credit was given for surplus Chromebooks through the company we buy from. This is a rare occurrence; Girls Basketball is headed to the Big House for the State Tourney. Playing Putnam North at Noon tomorrow; Spring Break starts Friday, March 14th. There will be only seven and a half weeks of school left when we return.

V.B. Bond Projects Update

HS Project: Bid Opening tomorrow at 2 pm. Demo started in area #1 (in front of the HS and SJH). Pad/Pier preparation could cause HS programs to be moved off campus for the summer. Lots of stuff is happening. Westside Project: Is a little delayed. The first pitch is looking to be the last week of March or the first week of April.

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 Change Order #3 for an increase of \$158,119.07 for the Westside Baseball/Softball Complex.

To approve Change Order #3 for an increase of \$158,119.07 for the Westside Baseball/Softball Complex 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: Yea

Yea: 4, Nay: 0, Absent: 1

VI.C. Discussion, motion, and vote on a motion to approve/disapprove the Engagement Letter with McDonald Hopkins PLC.

To approve the Engagement Letter with McDonald Hopkins PLC 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: Yea

Yea: 4, Nay: 0, Absent: 1

VI.D. Proposed Executive Session to discuss Personnel as listed, to conduct the ongoing evaluation of the Superintendent, and to discuss the purchase or appraisal of real property as authorized by 25 O.S. Section 307(B)(1) and 307(B)(3) of the Oklahoma Open Meeting Act.

VI.D.1. Vote to convene in Executive Session

To convene into Executive Session at 6:48 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: Yea

Yea: 4, Nay: 0, Absent: 1

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

President Melinda Ryan acknowledged the board's return to Open Session at 7:16 pm.

VI.D.3. Statement of Executive Session Minutes

The Board of Education went into Executive Session at 6:48 pm to discuss Personnel as listed, to conduct an ongoing evaluation of the Superintendent, and to discuss the purchase or appraisal of real property as authorized by 25 O.S. Section 307(B)(1) and 307(B)(3) of the Oklahoma Open Meeting Act. During the Executive Session, the Board discussed these items and no other items. The Board returned to Open Session at 7:16 pm. Present in Executive Session were Steve McCormick, Larry Hoover, Wayne Richards, Melinda Ryan, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

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: Yea

Yea: 4, Nay: 0, Absent: 1

VI.E.2. Vote to approve/disapprove FMLA request for Jennie Price, effective March 10, 2025, through May 20, 2025.

To approve FMLA request for Jennie Price, effective March 10, 2025, through May 20, 2025 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: Yea

Yea: 4, Nay: 0, Absent: 1

VI.E.3. Vote to approve/disapprove FMLA request for Lou Anne Wood, effective March 12, 2025, through April 04, 2025.

To approve FMLA request for Lou Anne Wood, effective March 12, 2025, through April 04, 2025 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: Yea

Yea: 4, Nay: 0, Absent: 1

VI.E.4. 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 Wayne Richards.

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 7:19 pm passed with a motion by Wayne Richards 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