

Regular Meeting of The Board of Education Independent School District Number  
33, Creek County  
Monday, May 5, 2025 6:00 PM  
Washington Administration Center Board Room, 511 E Lee, Sapulpa, OK 74066

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

Vice President Larry Hoover called the meeting to order at 6 pm. Assistant Superintendent Johnny Bilby led the Pledge of Allegiance.

Mr. Armstrong then introduced the Support Employees of the Year. Judith Ramsay, SMS; Melodee Gish, SHS; Colin McElyea, District IT; Connie Kling, JHE. Melodee Gish was named the District Support Employee of the Year. District Teacher of the Year (introductions from a previous meeting) was Jo Martin.

II. Formal Adoption of the Agenda.

Vice President Larry Hoover called the meeting to order at 6 pm. Assistant Superintendent Johnny Bilby led the Pledge of Allegiance.

Mr. Armstrong then introduced the Support Employees of the Year. Judith Ramsay, SMS; Melodee Gish, SHS; Colin McElyea, District IT; Connie Kling, JHE. Melodee Gish was named the District Support Employee of the Year. District Teacher of the Year (introductions from a previous meeting) was Jo Martin.

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

To formally adopt the Agenda passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite:	Yea
Larry Hoover:	Yea
Steve McCormick:	Absent
Johnny Merrell:	Yea
Melinda Ryan:	Yea

Yea: 4, Nay: 0, Absent: 1

III. Consent Agenda

III.A. Approval of the 4.14.2025 Regular Board Meeting Minutes.

III.B. Approval of the 2024-25 General Fund Purchase Order Encumbrance numbers 806 through 826.

III.C. Approval of the 2024-25 Building Fund Purchase Order Encumbrance number 180 through 192.

III.D. Approval of the 2024-25 Child Nutrition Fund Purchase Order Encumbrance number 92 through 95.

III.E. Approval of the 2024-25 Lease Revenue Fund Purchase Order Encumbrance numbers 43 and 58.

III.F. Approval of the 2024-25 Sinking Bond Fund 41 Purchase Order Encumbrance numbers 3 and 4.

III.G. Approval of the monthly financial reports of the School Activity Funds Account.

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

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

III.J. To approve the removal of Melinda Ryan and the addition of Steve McCormick as a signatory on all American Heritage Bank Accounts.

III.K. Approval of 2025-26 renewal of the PowerSchool UT Applicant Tracking and TalentEd Records Quote.

III.L. Approval of 2025-26 renewal of the PowerSchool Maintenance and Support Quote.

III.M. Approval of 2025-26 renewal of the PowerSchool Enrollment Registration Quote.

III.N. Approval of 2025-26 renewal of the PowerSchool SearchSoft-McRel-Principal Quote.

III.O. Approval of the 2025-26 renewal of PowerSchool SchoolMessenger Presence Quote.

III.P. Approval of the 2025-26 PowerSchool Ecollect Form Quote.

III.Q. Approval of the 2025-26 renewal of the Horizon Digitally Enhanced Campus MOU with Sapulpa Public Schools.

III.R. Approval for renewal of the 2025-26 Bridges Foundation MOU.

III.S. Approval of the 2025-26 Muscogee (Creek) Nation Head Start MOA with Sapulpa Public Schools.

III.T. Approval of renewal with ESS, Substitute Staffing Company, for the 2025-26 school year.

III.U. Approval of the 2025-26 renewal of Student Provisioning Services Quote, revised OKSTE Consortium-Mizuni Upgrade.

III.V. Approval of the 2025-26 renewal of Instructure Quote for Follett SIF Agent for Destiny.

III.W. Approval of 2025-26 renewal of sylogist ed, Software Service Order Agreement, Finance.

III.X. Approval of the 2025-26 Child Nutrition Commercial Pizza Bid.

III.Y. Approval to open contract negotiations with United Sapulpa Educators and United Sapulpa Educators Support Personnel for the 2025-26 school year.

III.Z. Approval of 2025-26 renewal of Service Warranty with EMCO Termite & Pest Control Company of Tulsa, INC for the Sapulpa Middle School, Jr. High and High School, and the Chieftain Center.

III.AA. Approval of 2025-26 Weaver Drug Testing Lab Service Agreement with Sapulpa Public Schools for Transportation Dept.

III.AB. Approval of the 2025-26 American Elevator Quarterly Maintenance Contract.

III.AC. Approval of the 2025 Bixby HS Basketball Invitational Tournament for Sapulpa Girls Basketball.

III.AD. Approval of 2025-26 renewal of Jostens Total Service Agreement with Sapulpa High School.

III.AE. Approval of 2025-26 Picture Agreements.

III.AE.1. Sapulpa Middle School Agreement with Focused

III.AE.2. Freedom Elementary Agreement with Focused

III.AE.3. Holmes Park Elementary Agreement with Focused.

III.AE.4. Jefferson Heights Elementary Agreement with Focused.

III.AF. Approval of a generous donation of \$300 from Andy's Bar and Grill to Freedom Elementary.

III.AG. Approval of a generous donation of \$1,000 from Williams Company to the Jr. High for Teacher Appreciation and End of Year Activities.

III.AH. Approval of a generous donation of \$500 from Reed Architecture & Interiors to the Jr. High for Teacher Appreciation Week.

III.AI. Approval of a generous donation of \$500 from Bennett Steel to the Jr. High for Teacher Appreciation Week.

III.AJ. Declaration of Surplus

III.AJ.1. FRE Library Book List

III.AJ.2. HPE Library Books List

III.AJ.3. JHE Library Books List

III.AJ.4. LIB STEM Library Books List

III.AJ.5. JH List of Books from ELA Department

III.AJ.6. Athletics-Baseball Tarp

III.AK. Out of State Activity Trips

III.AK.1. FCCLA-Orlando, FL

III.AL. Approval of Fundraisers

To approve Consent Agenda Items A-AL passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Absent

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

IV. Hearing from the public

None

V. Information and Discussion

V.A. Superintendent Comments

Superintendent Armstrong started off his comments by thanking Teachers and Staff as it is Teacher Appreciation Week. He also thanked the many sponsors who support our schools in making this week a special one for all. About 300 students are set to graduate on May 16th, but first, the Senior Assembly will be on May 7th, and their last day is May 9th. The other students' last day of school will be May 14th. Employee Assembly and their last day will be May 15th.

Legislative Update: There are around 85 school-related bills. SB 139 Bell to Bell ban on cell phones is getting a lot of attention and would go into effect for the 2025-26 school year.

## V.B. Bond Building Update

Superintendent Armstrong continued with Bond's progress and timeline. The weather is impacting site work, with a lot of rain. Woodlawn Walk Through is scheduled for May 8th, 4pm-6pm. There have been many reachouts with interest in touring the facility before it is torn down. Demo of 400 Hall and Woodlawn set for May 26th through June 20th. Building Pad prep is ongoing. A new Work Zone Alert (#4) will go out on May 19th and run through July 21st. Dewey St Closure beginning May 19th and will remain closed until sometime in August of 2026. Most Summer Programs have been moved off of the HS Campus. Retaining walls and pier work to begin soon.

## VI. Action Items

VI.A. New Business -items not known or foreseen when the agenda was posted.  
None

VI.B. Discussion, motion, and vote on a motion to approve/disapprove Resolution for Schools and Libraries Universal Services (E-Rate) for 2025-26. This resolution authorizes the filing of the Form 471 applications for the funding year 2025-26 and the payment of the applicant's share upon approval of funding and receipt of services.

To approve the Resolution for Schools and Libraries Universal Services (E-Rate) for 2025-26. This resolution authorizes the filing of the Form 471 applications for the funding year 2025-26 and the payment of the applicant's share upon approval of funding and receipt of services passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea

Steve McCormick: Absent

Johnny Merrell: Yea

Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.C. Discussion, motion, and vote on a motion to approve/disapprove the renewal of the Sublease Agreement dated March 07, 2024, between the District and Creek County Educational Facilities Authority for the fiscal year ending June 30, 2026, as required under the provisions of the agreement. (Lease Revenue Bond continuance)

To approve the renewal of the Sublease Agreement dated March 07, 2024, between the District and Creek County Educational Facilities Authority for the fiscal year ending June 30, 2026, as required under the provisions of the

agreement. (Lease Revenue Bond continuance) passed with a motion by Sarah Havenstrite and a second by Melinda Ryan.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.D. Discussion, motion, and vote on a motion to approve/disapprove of a Financial Advisory Services Agreement with BOK Financial Securities, Inc. To approve/disapprove of a Financial Advisory Services Agreement with BOK Financial Securities, Inc passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.E. Discussion, motion, and vote on a motion to approve/disapprove a Resolution authorizing the sale of the District's General Obligation Combined Purpose Bonds, Series 2025, and setting forth the following items:  
To approve a Resolution authorizing the sale of the District's General Obligation Combined Purpose Bonds, Series 2025, in the amount of \$7,730,000, at noon on June 05, 2025, for the bonds to be sold, to fix mature amount for each year, and to authorize the Clerk to give notice of said sale as required by law passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.E.1. Fixing the time and place the bonds are to be sold;

VI.E.2. Fixing the amount of bonds to mature each year;

VI.E.3. Authorizing the Clerk to give notice of said sale as required by law.

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

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

To convene into Executive Session at 6:30 pm passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

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

Vice President Larry Hoover acknowledged the board's return to Open Session at 6:54 pm.

VI.F.3. Statement of Executive Session Minutes

The Board of Education went into Executive Session at 6:30 pm to discuss Personnel as listed, as authorized by 25 O.S. Section 307(B)(1) 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 6:54 pm. Present in Executive Session were Johnny Merrell, Sarah Havenstrite, Melinda Ryan, Larry Hoover, and Rob Armstrong. No action was taken. This constitutes the minutes of the Executive Session.

VI.G. Personnel

VI.G.1. Vote to approve/disapprove employing Personnel as per attachment. To approve employing Personnel as per the attachment passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.2. Vote to approve/disapprove of the rehire of District Certified Staff on a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve of the rehire of District Certified Staff on a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.3. Vote to approve/disapprove the rehire of District Certified Staff moving from a first-year temporary contract to a second-year temporary contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve the rehire of District Certified Staff moving from a first-year temporary contract to a second-year temporary contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.4. Vote to approve/disapprove the rehire of District Certified Staff from a second-year temporary contract to a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve the rehire of District Certified Staff from a second-year temporary contract to a regular continuing contract for 2025-26, provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.G.5. Vote to approve/disapprove the rehire of District Support Staff on contract for 2025-26 provided state and federal funds become available in sufficient amounts to pay their salaries.

To approve the rehire of District Support Staff on contract for 2025-26 provided state and federal funds become available in sufficient amounts to pay their salaries passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.G.6. Vote to approve/disapprove the 2025-26 employment and contract renewal for District Administrators, Directors, and Coordinators.

To approve the 2025-26 employment and contract renewal for District Administrators, Directors, and Coordinators passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1

VI.G.7. Vote to approve/disapprove the 2025-26 employment and contract renewal for site Principals, Assistant Principals, and Dean of Students.

To approve the 2025-26 employment and contract renewal for site Principals, Assistant Principals, and Dean of Students passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent

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

VI.G.8. Vote to approve/disapprove the 2025 Summer Program Employees as per the attachment.

To approve the 2025 Summer Program Employees as per the attachment passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.9. Vote to approve/disapprove the Superintendent's recommendation to hire a Head Coach for Boys Basketball.

To approve the Superintendent's recommendation to hire a Head Coach for Boys Basketball, Chris Wallace. passed with a motion by Melinda Ryan and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

VI.G.10. Vote to accept Resignations received since the last board meeting. To accept Resignations received since the last board meeting passed with a motion by Sarah Havenstrite and a second by Melinda Ryan.

Sarah Havenstrite: Yea  
Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea

Yea: 4, Nay: 0, Absent: 1

## VII. Adjournment

To adjourn at 7:00 pm passed with a motion by Larry Hoover and a second by Sarah Havenstrite.

Sarah Havenstrite: Yea

Larry Hoover: Yea  
Steve McCormick: Absent  
Johnny Merrell: Yea  
Melinda Ryan: Yea  
Yea: 4, Nay: 0, Absent: 1