



SPECIAL MEETING
Deer Creek Board of Education, I-006
Deer Creek Administration Building
20701 N MacArthur Blvd
Edmond, OK 73012

MINUTES

Thursday, June 26, 2025 - 12:00 PM

A. Call to Order and Roll Call

Attendance Taken at 12:00 PM.

Christopher Adamson: Present
James Gibbs: Absent
Stanlen Green: Present
Mike Kiehn: Absent
Kelli Lay: Present

Motion to approve Consent Agenda items # 1-13. This motion, made by Kelli Lay and seconded by Stanlen Green, Carried.

Christopher Adamson: Yea
James Gibbs: Absent
Stanlen Green: Yea
Mike Kiehn: Absent
Kelli Lay: Yea

B. Consideration of and Vote on the Consent Agenda: All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote, unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

1. Board of Education Minutes:

- Regular Meeting - June 9, 2025

2. Schedule of Encumbrances:

- Approve General Fund Accounts Payable PO 1254
- Approve General Fund Payroll Purchase POs 51117-51121
- Approve Building Fund Accounts Payable POs 193-194
- Approve Bond Fund 35 Accounts Payable POs 85-86
- Approve General Fund Reserves in the amount of \$110,856.09

- Approve Building Fund Reserves in the amount of \$150,443.22
- Approve Child Nutrition Reserves in the amount of \$118,916.18
- Close Bond 35 POs and Insurance Fund POs from year 2024-2025 and open in year 2025-2026

3.

Financial Reports:

- Treasurer's Reports
- Student Activity Reports
- Business Services Reports

4. Request for Sanctioning:

- Deer Creek Cross Country & Track Booster Club
- Deer Creek Baseball Booster Club
- Deer Creek Cheer Booster Club
- DCHS Volleyball Booster Club
- Deer Creek Prairie Vale PTO
- DCHS Speech and Drama Booster Club
- Deer Creek Pom Booster Club
- Deer Creek Swim Booster Club

5. Out of State Travel Request:

- DCHS Cheer to travel to Fort Worth, TX on January 23-26, 2026 to compete in the NCA Nationals Competition. Fees to be paid by DCHS Cheer Booster and Fundraising.
- Special Services Assistant Director Colin Raley to travel to Arlington, TX, on September 7-11, 2025 to attend the Mandt System instructor training. The estimated cost is \$4,700 and is to be paid out of General Fund project 109.

6. Appointment of the following positions for the 2025-26 school year:

1. Authorized Agent for Department of Human Services Commodity Distribution of Donated Foods Program - Dr. Cordell Ehrich and Jonathan Lankford (Sodexo)
2. Authorized Agent for all Federal and State Programs - Dr. Jason Perez, Kristy VanDorn, Dr. Cordell Ehrich, Sarah Dunn, Dr. Tracy Blankenship, and Melissa Clark
3. Authorized Purchasing Officer for the Deer Creek Public Schools - Dr. Jason Perez, Dr. Cordell Ehrich, Dee McDaniel, Elizabeth Green and Melissa Clark
4. Encumbrance Clerk - Melissa Clark
5. Board Minutes Clerk - Lora Bachhofer (primary), Heather Lowry (reserve)
6. Title II Coordinator - Sarah Dunn
7. Title IX Coordinator - Lenis DeRieux, Kristy VanDorn and Dr. Cordell Ehrich

7. Software Service Order Agreement with Sylogist ed for the 2025-26 Fiscal Year Charges for \$24,000.00, to be paid out of General Funds.

8. Renewal quote of \$10,000 from Finalsite for district website, to be paid out of the General Fund.
9. Renewal quote of \$59,263.43 from Frontline for HR staffing and tracking, to be paid out of the General Fund.
10. Renewal quote of \$1,195.00 from eFMLA for FMLA tracking, to be paid out of the General Fund.
11. Tuition of \$3,000.00 for participation in Leadership Oklahoma City for Dr. Jason Perez, to be paid out of Activity Fund.
12. Membership Renewal with United Suburban Schools Association for the 2025-26 school year for \$1,650, to be paid out of Activity Funds.
13. Amendment: OSSBA Connections Communication renewal \$350.00

C. Business Items

1. Board to consider and take action on the employment of Stephen L. Smith Corp. as financial consultants to the School District, for the fiscal year 2025-2026. - Dr. Jason Perez Motion to take action on the employment of Stephen L. Smith Corp. as financial consultants to the School District, for the fiscal year 2025-2026. This motion, made by Kelli Lay and seconded by Christopher Adamson, Carried.

Christopher Adamson: Yea
 James Gibbs: Absent
 Stanlen Green: Yea
 Mike Kiehn: Absent
 Kelli Lay: Yea

2. Board to consider and take possible action, in the absence of the President and/or Clerk, to appoint an acting President and/or acting Clerk for the School District to execute any and all documents pertaining to setting the maturities, date, time and place of the bond sale. Motion to action on the appointment of Stanlen Green as acting President for the School District in the absence of the President, to execute any and all documents pertaining to setting the maturities, date, time and place of the bond sale. This motion, made by Kelli Lay and seconded by Christopher Adamson, Carried.

Christopher Adamson: Yea
 James Gibbs: Absent
 Stanlen Green: Yea
 Mike Kiehn: Absent
 Kelli Lay: Yea

3. Board to consider and take action on a resolution determining the maturities of, and setting a date, time and place for the sale of the \$25,865,000 Taxable General Obligation Combined Purpose Bonds of this School District; and designating bond counsel for this issuance of bonds. - Dr. Jason Perez

Motion to take action on a resolution determining the maturities of, and setting a date (August 5, 2025), time (12:00 p.m.) and place (Deer Creek Administration Board Room) for the sale of

the \$25,865,000 Taxable General Obligation Combined Purpose Bonds of this School District; and designating bond counsel for this issuance of bonds. This motion, made by Kelli Lay and seconded by Stanlen Green, Carried.

Christopher Adamson: Yea
James Gibbs: Absent
Stanlen Green: Yea
Mike Kiehn: Absent
Kelli Lay: Yea

4. Discussion and possible vote to approve easement agreement between The City of Oklahoma City and Prairie Vale Elementary for road widening project. - Dr. Jason Perez Motion to approve easement agreement between The City of Oklahoma City and Prairie Vale Elementary for road widening project. This motion, made by Kelli Lay and seconded by Christopher Adamson, Carried.

Christopher Adamson: Yea
James Gibbs: Absent
Stanlen Green: Yea
Mike Kiehn: Absent
Kelli Lay: Yea

5. Proposed executive session to discuss the ongoing evaluation of, and the contractual terms of the Superintendent. 25 O.S. Section 307(B)(1).

- Vote to convene or not to convene in executive session.
- Acknowledge the board's return to open session.
- Statement of executive session.

The board convened into executive session at 12:07 p.m. Present in Executive Session were board members Stanlen Green, Kelli Lay, and Chris Adamson. Also present was Superintendent Dr. Jason Perez. The board met in executive session to evaluate, discuss the employment and contractual terms of the Superintendent, as authorized by the 25 O.S. Section 307(B)(1). No action was taken by the Board. The Board returned to Open Session at 12:42 p.m.

A motion was made to convene in executive session at 12:07 p.m. This motion, made by Kelli Lay and seconded by Stanlen Green, Carried.

Christopher Adamson: Yea
James Gibbs: Absent
Stanlen Green: Yea
Mike Kiehn: Absent
Kelli Lay: Yea

6. Discussion and possible vote on the Superintendent's recommendation concerning employment as listed on the Personnel Schedule.

Motion to approve Superintendent's recommendation concerning employment as listed on the Personnel Schedule. This motion, made by Kelli Lay and seconded by Stanlen Green, Carried.

Christopher Adamson: Yea

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| James Gibbs: | Absent |
| Stanlen Green: | Yea |
| Mike Kiehn: | Absent |
| Kelli Lay: | Yea |

D. Adjournment

Motion to adjourn at 12:43 p.m. This motion, made by Kelli Lay and seconded by Stanlen Green, Carried.

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| Christopher Adamson: | Yea |
| James Gibbs: | Absent |
| Stanlen Green: | Yea |
| Mike Kiehn: | Absent |
| Kelli Lay: | Yea |