

Special Meeting of the Board of
Education
Wednesday, May 28, 2025 8:00 AM

Administration Building
1740 W. Spruce
Duncan, Oklahoma 73533

Minutes



{{Name: Agenda Item Name}}

1. **Call to order** and roll call:
Buckholts Davis Lolar Neal Schreckengost
Attendance Taken at 8:03 AM.
Carl Buckholts: Present
Eric Davis: Present
Krista Lolar: Absent
Greg Neal: Present
Christopher Schreckengost: Absent

Also present were the following: Dr. Channa Byerly and Kelly Henderson.

2. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirement, resignations, employment, rehiring, adjunct teachers, and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Proposed termination of support employee, Charlotte Gleghorn-McDonald, effective May 21, 2025. Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 8:03 A.M. This motion, made by Eric Davis and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Eric Davis: Yea
Krista Lolar: Absent
Greg Neal: Yea
Christopher Schreckengost: Absent

Yea: 3, Nay: 0, Absent: 2

3. Vote to acknowledge the Board's **return to Open Session**
Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. §

307 (B)(1) Retirement, resignations, employment, rehiring, adjunct teachers, and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Proposed termination of support employee, Charlotte Gleghorn-McDonald, effective May 21, 2025. No action was taken in Executive Session.

There was no Executive Session, therefore the meeting continued.

4. Discussion and possible action regarding retirements, resignations, employment, and changes of contract as listed on **Schedule A** attached

Motion to approve the retirements, resignations, employment, and changes of contract as listed on Schedule A. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Absent
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 3, Nay: 0, Absent: 2

5. Discussion and motion to approve, not approve or table the **proposed termination** of Charlotte Gleghorn-McDonald, support employee, effective 05/21/2025

Motion to approve the termination of Charlotte Gleghorn-McDonald, support employee, effective 05/21/2025. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Yea
Greg Neal:	Yea
Christopher Schreckengost:	Yea

Yea: 5, Nay: 0

6. Vote to **Adjourn**

This concludes the business that came before the Board on May 28, 2025 and at 8:04 A.M. Board President Carl Buckholts declared the meeting adjourned.

NOTICE OF MEETING

[Special, Emergency, Canceled, Continued, Reconvened or Rescheduled Regular Meeting]

TO BE FILED IN THE OFFICE OF THE COUNTY CLERK
DUNCAN, OK

fax (580) 255-0991

DATE: Tuesday, May 20, 2025

STATE PUBLIC BODY: Board of Education, I-001, Duncan, OK - Stephens County

ADDRESS: P.O. BOX 1548, 1740 W Spruce, Duncan, OK 73534-1548

TELEPHONE: (580) 255-0686 FAX: (580) 252-2453

		DATE	TIME	PLACE
SPECIAL MEETING	X	05/28/2025	8:00 A.M.	Duncan Public Schools Administration Office 1740 W Spruce Duncan, OK 73533
EMERGENCY MEETING				
CANCELED MEETING				
CONTINUED MEETING				
RECONVENED MEETING				
RESCHEDULED MEETING				

REMARKS: Special Board Meeting of the Duncan Public Schools Board of Education
Wednesday, May 28, 2025 at 8:00 A.M.
Duncan Public Schools Administration Office
1740 W Spruce
Duncan, OK 73533

NAME OF PERSON REPORTING: Kelly Henderson

TITLE: Board Clerk, Duncan Public Schools Board of Education

SIGNATURE: *Kelly Henderson* 05/20/2025

2025 MAY 20 AM 11:14
STEPHENS COUNTY
CLERK'S OFFICE
DUNCAN, OK



Agenda
Duncan Public Schools
Special Meeting of the Board of Education
Administration Building, 1740 W. Spruce, Duncan, Oklahoma 73533
Wednesday, May 28, 2025 at 8:00 AM

1. **Call to order** and roll call:

Buckholts Davis Lolar Neal Schreckengost

2. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirement, resignations, employment, rehiring, adjunct teachers, and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Proposed termination of support employee, Charlotte Gleghorn-McDonald, effective May 21, 2025.

Vote to convene or not convene into Executive Session

3. Vote to acknowledge the Board's **return to Open Session**

Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirement, resignations, employment, rehiring, adjunct teachers, and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Proposed termination of support employee, Charlotte Gleghorn-McDonald, effective May 21, 2025. No action was taken in Executive Session.

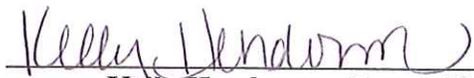
4. Discussion and possible action regarding retirements, resignations, employment, and changes of contract as listed on **Schedule A** attached

5. Discussion and motion to approve, not approve or table the **proposed termination** of Charlotte Gleghorn-McDonald, support employee, effective 05/21/2025

6. Vote to **Adjourn**

This Agenda for the Special Meeting of May 28, 2025 was posted online, at www.duncanps.org, and on the front window of the Administration Building at 1740 W. Spruce, Duncan, OK on May 23, 2025 at 4:00 P.M.

Posted by


Kelly Henderson, Board Clerk

SCHEDULE A
05/28/25

RETIREMENT				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Turner	Allison	WW/Cafeteria-Cook		5/23/2025

RESIGNATIONS				
Last Name	First Name	Site/Assignment	Years of Service	Effective
Alston	David	DMS/Social Studies Teacher		5/23/2025
Dismuke	M. Dalton	MT/P.E. Teacher		5/23/2025
Givens	Delydia	EM/P. E. Teacher		5/23/2025
Givens	Grant	DHS/Business-Weightlifting Teacher		5/23/2025
Green	Katelyn	WW/3rd grade Teacher		5/23/2025
Ille	H. Strait	DHS/Social Studies Teacher		5/23/2025
Suson	Destiny	DHS/ English Teacher		5/23/2025
Townsend	Heidi	HM/Library-Media Specialist		5/23/2025
Harper	Maxenzi	WR/Pre-K Teacher Assistant-Paraprofessional		5/23/2025
Hurd	Kelly	DHS/Cafeteria-Server/Helper		5/23/2025

EMPLOYMENT				
Last Name	First Name	New Position	Pending	Contract
		Teacher	Background/Certification	Temporary
		Head MS Softball Coach	Background/Emergency Certification	Temporary
		Teacher	Background/Emergency Certification	Temporary
		Math Teacher	Background	Temporary
		English Teacher	Background/Emergency Certification	Temporary
		Teacher	Background/Certification	Temporary
		P.E. Teacher	Background/Certification	Temporary
		Behavior Interventionist/Counselor	Background	Temporary
Hise	Freeland	Teacher (rehire 25-26)		Regular
Acosta	Victor	Title I Teacher Assistant/Paraprofessional (rehire 25-26)		Support
		DMS Cheer Coach	Background	Contract Coach

ADJUNCT TEACHERS				
Last Name	First Name	Position	Site	
Castillo	Cynthia		DMS	

CONTRACT CHANGES				
Last Name	First Name	Site Assignment	Effective	
McGhghy	Sherry	from a 11 month to a 10 month Secondary Counselor	2025-26	
McGuire	KC	from a 9 mo Teacher to a 11 mo Elementary Principal	2025-26	
Middick	Mike	from a 9 month Teacher to a 10 month Secondary Counselor	2025-26	

EXTRA-DUTY CONTRACT CHANGES				
Last Name	First Name	New Position		

DUNCAN PUBLIC SCHOOLS
Special Board Meeting Sign-In Sheet
May 28, 2025

Please PRINT Your Name	PUBLIC PARTICIPATION Agenda Item You Would Like to Discuss (if previously discussed/approved by Superintendent)
Dr. Channa Byerly	
Kelly Henderson	

SCHEDULE A

05/28/25

RETIREMENT				
Last Name	First Name	Site/Assignment	Years of Service	Effective
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Last Name	First Name	Site/Assignment	Years of Service	Effective
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Dismuke	M. Dalton	MT/P.E. Teacher		5/23/2025
Givens	Delydia	EM/P. E. Teacher		5/23/2025
Givens	Grant	DHS/Business-Weightlifting Teacher		5/23/2025
Green	Katelyn	WW/3rd grade Teacher		5/23/2025
Ille	H. Strait	DHS/Social Studies Teacher		5/23/2025
Suson	Destiny	DHS/ English Teacher		5/23/2025
Townsend	Heidi	HM/Library-Media Specialist		5/23/2025
Harper	Maxenzi	WR/Pre-K Teacher Assistant-Paraprofessional		5/23/2025
Hurd	Kelly	DHS/Cafeteria-Server/Helper		5/23/2025

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Last Name	First Name	New Position	Pending	Contract
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		Head MS Softball Coach	Background/Emergency Certification	Temporary
		Teacher	Background/Emergency Certification	Temporary
		Math Teacher	Background	Temporary
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		Teacher	Background/Certification	Temporary
		P.E. Teacher	Background/Certification	Temporary
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Carlee Akers
Kaitlin Anderson
Kaitlin Anderson
Melanie Harris
Adria Sechrist
Amanda Shipman
Bailey Tomberlin
Emily Hornberger

Karlee Elam

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SCHEDULE A

05/28/25

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Also present were the following: Dr. Channa Byerly and Kelly Henderson.

2. Proposed **Executive Session** to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirement, resignations, employment, rehiring, adjunct teachers, and changes to employment contracts of current and prospective District employees as outlined on Schedule A, inclusive; and **(b)** Pursuant to 25 O.S. § 307 (B)(1) Proposed termination of support employee, Charlotte Gleghorn-McDonald, effective May 21, 2025.

Vote to convene or not convene into Executive Session

Motion to not convene into Executive Session at 8:03 A.M. This motion, made by Eric Davis and seconded by Greg Neal, Passed.

Carl Buckholts: Yea
Eric Davis: Yea
Krista Lolar: Absent
Greg Neal: Yea
Christopher Schreckengost: Absent

Yea: 3, Nay: 0, Absent: 2

3. Vote to acknowledge the Board's **return to Open Session**

Executive Session Minutes Compliance Announcement/Statement: The matters considered, Proposed Executive Session to discuss: **(a)** Pursuant to 25 O.S. § 307 (B)(1) Retirement, resignations, employment, rehiring, adjunct teachers, and changes to

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There was no Executive Session, therefore the meeting continued.

4. Discussion and possible action regarding retirements, resignations, employment, and changes of contract as listed on **Schedule A** attached

Motion to approve the retirements, resignations, employment, and changes of contract as listed on Schedule A. This motion, made by Carl Buckholts and seconded by Greg Neal, Passed.

Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Absent
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 3, Nay: 0, Absent: 2

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Carl Buckholts:	Yea
Eric Davis:	Yea
Krista Lolar:	Absent
Greg Neal:	Yea
Christopher Schreckengost:	Absent

Yea: 3, Nay: 0, Absent: 2

6. Vote to **Adjourn**

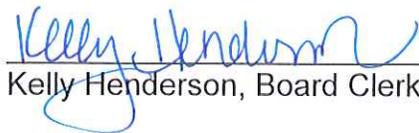
This concludes the business that came before the Board on May 28, 2025 and at 8:04 A.M. Board President Carl Buckholts declared the meeting adjourned.

I, the undersigned Clerk of the Duncan Public Schools Board of Education, District I-001, of Stephens County, Oklahoma certify that the Agenda for the Special Meeting of May 28, 2025 was posted on the door of the Administration Building at 4:00 P.M., Friday, May 23, 2025 by Board Clerk, Kelly Henderson. Notice of the meeting was filed with the Stephens County Court Clerk Tuesday, May 20, 2025.

I also certify that at least 24 hours prior to this meeting the Agenda of this meeting was posted on the School District Website located at www.duncanps.org.

Respectfully submitted and witness my hand and seal of the Duncan Public School District.

DUNCAN BOARD OF EDUCATION



Kelly Henderson, Board Clerk



SCHEDULE A
05/28/25

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