



Stillwater Public Schools Administration  
Building  
314 S. Lewis  
Stillwater, OK 74074

## **Minutes of Regular Meeting**

Tuesday, December 10, 2024 6:30 PM Central

Attendance Taken at 6:30 PM.

Marshall Baker: Present  
Rachel Dillin: Present  
Roberta Douglas: Present  
Tim Riley: Present  
Gay Washington: Present

### **1. CALL TO ORDER AND ROLL CALL**

President Baker called the meeting to order at 6:30 p.m. Roll call was taken by Board Clerk, Tawni Hooten. The record reflects all members of the board are present and a quorum of the board is established.

President Baker entertained a vote to take a 5-minute recess.

I move to take a 5-minute recess. Motion was made by Roberta Douglas, and seconded by Rachel Dillon. Motion **Carried**.

Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

President Baker called the meeting back to order at 6:35 p.m. All members of the board are present and a quorum remains established.

### **2. PLEDGE OF ALLEGIANCE**

Dr. Baker asked everyone to stand as he led the Pledge of Allegiance to the American Flag.

### **3. COMMUNICATIONS/PUBLIC INTEREST**

#### **A. Recognitions**

##### **1. OSSAA Special Olympics Cheer, Melisa Kifer**

For the first time in Oklahoma history, OSSAA created a competition caption for Unified Special Olympics in Oklahoma. Our team competed back in October at regions here in Stillwater, which earned them a finalist spot in the Varsity Game Day Oklahoma State Championship. We are proud to announce that our team placed 6<sup>th</sup> in the entire state! We are so proud of our cheerleaders and peer partners! Special thanks to Ms. Darice Small for her efforts and sponsoring this team of athletes.

## **B. Acting Superintendent's Report**

Acting Superintendent highlighted the following during her report:

- Budget
  - Progress being made with the budget by recognition savings. We are halfway to our goal for this year-which is good news.
    - Clarifications- There has not been any misuse or illegal activity.
- United Way Update Board building \$1300 hat day, chili cookoff, sweats days-\$9,000 district-wide totals.
- Congrats to FB, Coach Caywood for an outstanding season, will recognize fall sports in Dec.
- SJHS did AMAZING today at Rudolf's Robotics Tournament in El Reno!
  - 74074E Eclipse and 74074B Brainstorm Tournament Finalist
  - 74074A Paradox Design Award
  - 74074V Oblivion Judges Award
  - So far this season Eclipse, Brainstorm, Seismic, and Paradox are already qualified for the state tournament in March!

## **C. Board Communication**

Each board member provided comments of exciting activities and the positives going on throughout the district.

## **D. Public Comments - Patrons who wish to address the Board of Education shall be required to submit form BED-E prior to the start of the meeting**

The following individuals spoke on the following topics:

Mr. John Chaffin spoke on "Development of Gender Non-Contentedness During Adolescence" Stacy Laxton spoke on "Advocate for space for STEM programs"

#### **4. CONSENT AGENDA (Action)**

**All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one board 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:**

A. November 12, 2024 Special Meeting Minutes

B. November 12, 2024 Regular Meeting Minutes

C. November 18, 2024 Special Meeting Minutes

D. Transfer and Summary of Activity Account Funds

E. Change Orders, Encumbrances and Accounts Payable (approval of encumbrance numbers as listed):

2024-2025 Change Orders: 20250041, 20250711, 20250976

2024-2025 General Fund Encumbrances # 20251067-20251070, 20251073-20251077, 20251079-20251082, 20251085-20251097, 20251100, 20251102-20251104, 20251106-20251111, 20251116-20251117, 20251119-20251126, 20251128-20251131, 20251133-20251135, 20251137-20251138, 20251140, 20251144. Totaling: \$49,792.32

2024-2025 Building Fund Encumbrances # 20251099. Totaling: \$100.00

2024-2025 Child Nutrition Fund Encumbrances # 20251098, 2025110. Totaling \$191.50

2024-2025 Bond 31 (2017) Fund Encumbrances # 20251072. Totaling \$3,324.75

2024-2025 Bond 32 (2023) Fund Encumbrances # 20251071, 20251078, 20251083-20251084, 20251101, 20251112-20251115, 20251118, 20251127, 20251132, 20251136, 20251139, 20251141-20251143. Totaling \$139,724.54

F. Annual Activity Fund Planning and Approval Packages for FY 2024-2025

G. Sanctioning Accounts for FY-24-25

H. Activity Account Fundraising Projects

I. Out-Of-State Travel Request:

1. SHS Choir & Theatre traveling to New York City for a performance tour and theater workshop, March 13-16, 2025

J. Consider and Vote to Approve Lippert Bros., Inc. Potential Change Orders for SPS OES North Building Renovations and SPS OES South Renovations Project

K. Consider and Vote to Approve Kellogg & Sovereign Fee Schedule for Cybersecurity Pilot Program Participation through ERate (Three-Year Funding Support)

L. Consider and Vote to Approve Willowbrook, Inc. use of Owner Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project.

M. Annual College Remediation Report

I move to approve all items listed in the Consent Agenda as presented. This motion, made by Rachel Dillin and seconded by Tim Riley, **Carried**.

Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

## **5. OPERATIONS**

### **A. Consider and Vote to Award the Contract for SPS Sangre Ridge Elementary and Middle School Roof Replacement and Mechanical Equipment Improvements and SPS High School Performing Arts Center (PAC) and Fieldhouse Mechanical Equipment Improvements Projects to the lowest responsible bidder.**

I move to Award the Contract for SPS Sangre Ridge Elementary and Middle School Roof Replacement and Mechanical Equipment Improvements and SPS High School Performing Arts Center (PAC) and Fieldhouse Mechanical Equipment Improvements Projects to the lowest responsible bidder. This motion, made by Roberta Douglas and seconded by Gay Washington, **Carried**.

Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

### **B. Consider and Vote to Award the Contract for SPS OES Building Renovation Phase 2 Project to the lowest responsible bidder.**

I move to Award the Contract for SPS OES Building Renovation Phase 2 Project to the lowest responsible bidder. This motion, made by Tim Riley and seconded by Gay Washington, **Carried**.

Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

### **C. Receive Bond 2023 Update**

The Bond update was given.

## **6. BUSINESS/FINANCE**

### **A. Consider and Vote to Approve the Treasurer's Report**

I move to Approve the Treasurer's Report as presented. This motion, made by Tim Riley and seconded by Rachel Dillin, **Carried**.

Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

### **B. Consider and Vote to Approve the Request of Form 307**

I move to Approve the Request of Form 307 as presented. This motion, made by Gay Washington and seconded by Roberta Douglas, **Carried**.

Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

### **C. Consider and Vote to Approve the Cash Fund Estimate of Needs and Request Appropriation for the Building Fund Form 308**

I move to Approve the Cash Fund Estimate of Needs and Request Appropriation for the Building Fund Form 308. This motion, made by Rachel Dillin and seconded by Tim Riley, **Carried**.

Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

### **D. Presentation of the Audit for FY 23-24 by Auditors Jenkins and Kemper**

The FY-23-24 Audit was presented by Jenkins and Kemper.

## **7. EDUCATIONAL SERVICES**

**A.** Presentation by Kira Frisby on the Oklahoma Prevention Needs Assessment-OPNA Data.

**B.** Presentation by Austin Hula and Melisa Kifer on the Differentiated Moderation Report (DMR).

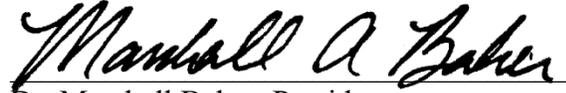
## **8. ADJOURNMENT**

### **A. Vote to Adjourn (Action)**

I move to adjourn at 8:20 p.m. This motion, made by Rachel Dillin and seconded by Roberta Douglas, **Carried**.

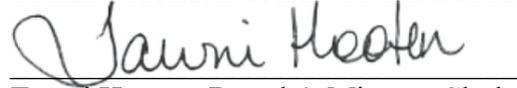
Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes (5-0)

STILLWATER BOARD OF EDUCATION



Dr. Marshall Baker, President

STILLWATER BOARD OF EDUCATION



(SEAL)

Tawni Hooten, Board & Minutes Clerk

These minutes were officially approved by the Stillwater Board of Education on January 14, 2025.