Ponca City Public Schools
Regular Board of Education Meeting
Administration Center, Board Room, 613 East Grand Ave., Ponca City, Oklahoma 74601
Monday, October 12, 2026 at 5:00 PM

NOTICE OF MEETING
Prior to December 15 of the last calendar year, the date, time and place of the regular meetings were filed in the Office of the County Clerk of Kay County, Oklahoma. At least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays, and holidays, notice of the date, time, place and agenda of this meeting was posted in prominent public view at the Ponca City Administration Building, 613 East Grand Avenue and on the school district's website located at www.pcps.us (posted on October 9, at 1:30 p.m.)

1. **CALL TO ORDER**

Attendance Taken at 5:00 PM.

Jeff MacKinnon:	Present
Anna Roland:	Present
Judy Throop:	Present
Joe Vaden:	Present
Nancy Zimmerschied:	Present

1.1. **Call Meeting to Order** ***(President)***

1.2. **Roll Call** ***(Minutes Clerk of the Board)***

1.3. **Flag Salute**

2. **PUBLIC COMMENT**

2.1. **Comments From the Public**
The Ponca City Public School Board of Education recognizes the value of school governance of public comment on educational issues and the importance of involving members of the public in board meetings. The board has established guidelines to govern public participation in board meetings necessary to conduct its meetings and to maintain order. After checking in with the board clerk, individuals or groups wishing to speak during the public comment period must provide the following information, in writing, to speak before the board:

- Name and address of the individual
- The agenda action item(s) the individual wishes to address
- The organization the individual represents or is affiliated with, if applicable

Anyone who would like to speak to the board during the public comment period of the meeting must check in with the board clerk at least 15 minutes before the start of the board meeting. There will be a form available they will need to fill out and return to the board clerk before they can be heard by the board.

Participants must be recognized by the president or other presiding officer and must preface their comments with an announcement of their name and group affiliation, if applicable. Comments by the speaker must relate to an item on the meeting agenda. Generally, participants shall be limited to comments of a maximum of three (3) minutes duration unless altered by the presiding officer, with the approval of the board. All public comments during any one regular meeting shall be limited to no more than fifteen (15) minutes. No participant may speak more than once during a single meeting. All statements shall be directed to the presiding officer; no participant may address or question board members individually.

For more information regarding Speaking Privileges of the Public, please refer to Board Policy 1.3-6.0 Speaking Privileges of the Public, which is available at the board meeting, or in the board policy manual located on the district website, www.pcps.us, under Board of Education.

3. **PRESENTATIONS AND RECOGNITIONS**

3.1. **Presentation of the Employee of the Month and Friend of Education Awards**
The President of the Board will preside over presenting the October Employee of the Month and Friend of Education Awards to the following employees.

Certified Employee of the Month - Heather Monks
Vocational/Marketing Teacher, Ponca City High School
Support Employee of the Month - Candace Allen
ELL Teacher Assistant, Garfield Elementary
Friend of Education - Kay County Health Department

4. **REPORTS WITH POTENTIAL BOARD DISCUSSION**

4.1. **Continuous Strategic Improvement (CSI) Plan** ***(Anna Roland)***

4.2. **Safety Action Plan and Bond Planning/Feasibility Update** ***(Larin Davis)***

5. **SUPERINTENDENT'S REPORT WITH POTENTIAL BOARD DISCUSSION AND ACTION**

5.1. **October 1 Enrollment**

5.2. **District Updates**

5.3. **Review Proposed Revisions to Board Policy 5.2-7.0** ***Procurement***

6. **Consider and Take Action to Approve Revisions to Policy 5.2-7.0 as Proposed During the Superintendent's Report**
Motion to Approve Revisions to Policy 5.2-7.0 as Proposed during the Superintendent's Report. This motion, made by Joe Vaden and seconded by Jeff MacKinnon, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

7. **CONSENT AGENDA**

Motion required for the approval of the Consent Agenda as printed or as amended. Board members may, however, call for a separate vote on any or all items listed on the Consent Agenda.

Motion for approval of Consent Agenda items 7.1 thru 7.36 as printed or as amended. Board members may, however, call for a separate vote on any or all items listed on the Consent Agenda. This motion, made by Anna Roland and seconded by Judy Throop, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

7.1. **Approval of the Minutes from the September 14, 2026, Regular Board Meeting and the October 2, 2026, Special Board Meeting**

7.2. **Approval of Surplus Resolution**

7.3. **Approval of the FY27 Budget Amendments**

7.4. **Approval of the FY27 Budget Analysis Reports**

7.5. **Approval of the FY27 Bond Fund Updates**

7.6. **Approval of FY27 Change Order Listings as of October 8, 2026, for Funds 11, 21, 22, and 81**

7.7. **Approval of FY27 General Fund 11 Encumbrances #798-#985 in the amount of $426,726.34**

7.8. **Approval of FY27 Building Fund 21 Encumbrances #106-#117 in the amount of $65,786**

7.9. **Approval of FY27 Child Nutrition Fund 22 Encumbrances #70-#74 in the amount of $5,598.92**

7.10. **Approval of FY27 Fund 33 Encumbrances #3-#4 in the amount of $23,508.18**

7.11. **Approval of FY27 Fund 35 Encumbrance #7 in the amount of $9,238.47**

7.12. **Approval of FY27 Gifts and Endowment Fund 81 Encumbrances #66-#71 in the amount of $4,944.02**

7.13. **Approval of Booster Club Reports**

7.14. **Approval of Activity Fund Reports**

7.15. **Approval of Out-of-State Travel**

7.16. **Approval of Treasurer's Reports ending August 31, 2026**

7.17. **Ratification and Approval of Payrolls**

7.18. **Approval of an agreement with AGC Education Inc., effective October 13, 2026, to purchase a poster printer bundle for Woodlands Elementary. The bundle includes a wide-format poster printer, sublimation printer, vinyl cutter, and related equipment and supplies. The equipment will support classroom instruction, parent and family engagement, building signage, recognition activities, and student projects. The total cost is $7,599, funded through Title I.**

7.19. **Approval of an agreement with American Fidelity, effective September 1, 2026, through August 31, 2027, for the Section 125 Flexible Benefit Plan for eligible employees. There is no cost to the District.**

7.20. **Approval of an agreement with Cargill Consulting, Inc. for a workshop to be held on December 9, 2026, on how to increase a student's ACT score. The workshop requires at least 30 students at $40 per student, for a minimum total cost of $1,200, funded by the Activity Fund.**

7.21. **Approval of a quote from Colorado Time Systems, effective October 13, 2026, for the purchase of an upgraded GEN7 swimming timing system and associated equipment for the District's aquatic facility. The purchase includes a six-lane touchpad system with seven touchpads, mounting brackets, storage caddy, Championship Elite starting system, necessary cables and adapters, on-site training, and shipping. The GEN7 timer and touchpads include a three-year limited warranty. The total cost is $30,658, funded by the General Fund.**

7.22. **Approval to rescind the agreement with CompTIA, approved by the Board of Education on August 10, 2026, in the amount of $7,500 for 100 users, and to approve a replacement agreement with CompTIA in the amount of $3,800 for IT CertMaster Learn Tech+ and Tech+ for 50 users in the high school's Computer Repair and Troubleshooting course. This Career Tech-approved program provides online curriculum and certification exams that prepare students to identify computer components, troubleshoot hardware issues, and develop foundational computer repair skills. The total cost of $3,800 is funded by the Carl Perkins Grant.**

7.23. **Approval of an agreement between Cowley College and Ponca City Public Schools, effective for the fall semester of 2026, to support pre-service teachers completing observation hours as classroom volunteers for EDU 6212: Introduction to Teaching with Field Experience. There is no cost to the District.**

7.24. **Approval of a quote from Generation Genius, Inc., effective October 12, 2026, through June 30, 2027, for one School (Science, Math & ELA) License for an educational streaming video subscription for West Middle School. The quote includes videos, lesson plans, teacher guides, discussion questions, vocabulary, quizzes, and English/Spanish subtitles. The total cost is $2,395, funded by Title I.**

7.25. **Approval of a contract with Great Expectations for two days of instructional coaching with Roosevelt Elementary staff on December 3, 2026, and February 11, 2027. The total cost is $1,600, funded by Instructional.**

7.26. **Approval of the ratification of an agreement with JAMF Software LLC, effective September 6, 2025, through September 5, 2027, for software used to manage the District's Apple iOS devices, including application deployment, device configuration, tracking, and asset management. This is the second year of a two-year agreement totaling $7,200, which was paid in full in FY 2025-26; therefore, there is no additional cost to the District in FY 2026-27.**

7.27. **Approval of an agreement with Steven Paul Judd, SPJ Creative, LLC, effective September 2, 2026, to provide a motivational and educational presentation and lead students in a collaborative art project with other participating schools. The completed artwork will be featured at the First Americans Museum and will then travel to participating school sites over the next four years. The total cost is $400, funded through the NYCP 713 Grant.**

7.28. **Approval of a quote from Kagan, effective for the 2026-27 school year, for the Structures on Demand: Staff Development Site License to be used at Central Baptist Academy. The total cost is $2,999, funded by Title II.**

7.29. **Approval of the ratification of an agreement with Kuta Software LLC, effective October 25, 2024, through October 25, 2027, for Infinite Pre-Algebra Software for West Middle School. The total cost of $320 was paid in full in year one with no additional cost to the District in fiscal year 2026-27.**

7.30. **Approval of an agreement with Mad Science, effective for the 2026-27 school year, to provide a KaPow! daytime assembly and a Dino Rodeo evening family program at each elementary school, with dates to be determined. The total cost of $11,333 will be funded through Title IV.**

7.31. **Approval of the ratification of an agreement between Northwestern Oklahoma State University (NWOSU) and Ponca City Public Schools (PCPS), effective October 16, 2024, through October 15, 2027, wherein PCPS agrees to provide the authorization, supervision, and instruction of NWOSU candidates completing the University's nursing education program. This includes activities such as observation, job-shadowing, and other activities approved by both NWOSU and PCPS. This is year three of a three-year agreement. There is no cost to the District.**

7.32. **Approval of a proposal from Orion Security Solutions, effective August 12, 2026, through August 11, 2029, for Openpath Renewal software licenses, a cloud-based access control system used by the high school. The total cost is $9,238.47, funded by Bond 35.**

7.33. **Approval to authorize services from Pinnacle Environmental Solutions & Consulting for District mold testing and detection for the 2026-27 fiscal year, not to exceed $4,000, funded by the Building Fund.**

7.34. **Approval of a quote from Stuteville Chevrolet GMC, effective October 13, 2026, for two 2027 Chevrolet Traverses for the Transportation Department. The total cost is $77,486, funded by the General Fund.**

7.35. **Approval of an agreement with Teaching Channel, effective October 16, 2026, through June 30, 2027, to provide First Lutheran School educators access to an online**

professional development platform offering instructional videos and professional development courses. The total cost is $3,129, funded through Title II.

7.36. **Approval of a Cooperation Agreement between White Eagle Health Center Behavioral Health Department and the Ponca City Public Schools (PCPS), effective October 12, 2026, through July 31, 2027, to provide on-site behavioral health services to students enrolled at PCPS. There is no cost to the District.**

8. **ACTION ITEMS (MOTION REQUIRED)**

8.1. **Consider and Take Action on the Recognition and Observance of the Following Events:**
Motion to Approve Recognition and Observance of the Following Events: 8.1.A thru 8.1.C. This motion, made by Jeff MacKinnon and seconded by Judy Throop, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

8.1.A. **American Education Week**

8.1.B. **National Education Support Professionals Day**

8.1.C. **National Native American Heritage Month**

8.2. **Consider and Take Action on the District's implementation of Fentanyl Abuse Prevention and Drug Poisoning Awareness Instruction for Students in Grades 6 through 12, in Accordance with House Bill 1484 (Rain's Law), Including Participation in Fentanyl Poisoning Awareness Week in Conjunction with National Red Ribbon Week**
Motion to Approve the District's implementation of Fentanyl Abuse Prevention and Drug Poisoning Awareness Instruction for Students in Grades 6 through 12, in Accordance with House Bill 1484 (Rain's Law), Including Participation in Fentanyl Poisoning Awareness Week in Conjunction with National Red Ribbon Week. This motion, made by Anna Roland and seconded by Jeff MacKinnon, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

8.3. **Consider and Take Action to Approve the District Transfer Capacities by Grade Level and Site in Accordance with SB 783**

Motion to Approve the District Transfer Capacities by Grade Level and Site in Accordance with SB 783. This motion, made by Joe Vaden and seconded by Jeff MacKinnon, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

8.4. **Consider and Take Action on a Resolution Calling for the Annual Election of Board of Education Member for Ward No. 2**

Motion to Approve a Resolution Calling for the Annual Election of Board of Education Member for Ward No. 2. This motion, made by Anna Roland and seconded by Joe Vaden, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

8.5. **Consider and Take Action to Approve an Agreement with Branson On Stage Live for the Ponca City High School Instrumental and Vocal Music Programs' Trip to Branson, Missouri, April 22–25, 2027**

Motion to Approve an Agreement with Branson On Stage Live for the Ponca City High School Instrumental and Vocal Music Programs' Trip to Branson, Missouri, April 22-25, 2027. This motion, made by Joe Vaden and seconded by Anna Roland, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

8.6. **Consider and Take Action to Approve an Agreement with Ross Transportation to Purchase One 44-Passenger Activity Bus**

Motion to Approve an Agreement with Ross Transportation to Purchase One 44-Passenger Activity Bus. This motion, made by Judy Throop and seconded by Joe Vaden, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

9. **Motion and Vote to Convene in Executive Session for the Following Purpose: to Discuss the Purchase of Real Property located at 702 East Grand [Authority for Executive Session: 25 O.S. Section 307 (B) (3)].**

Motion and Vote to Convene in Executive Session at 6:03 p.m.for the Following Purpose: to Discuss the Purchase of Real Property located at 702 East Grand [Authority for Executive Session: 25 O.S. Section 307 (B) (3)]. This motion, made by Anna Roland and seconded by Jeff MacKinnon, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

10. **Recital by the Board President that minutes of the Executive Session were kept and will remain confidential as required by law.**

11. **Return to Open Session at 6:44 p.m.**

12. **Consider and Take Action to Employ, to Accept the Resignation of, to Reassign, and to Enter into an Extra-Duty Contract with Those Individuals as Listed on the Attached Detailed Reports**

Motion to Employ, to Accept the Resignation of, to Reassign, and to Enter into an Extra-Duty Contract with Those Individuals as Listed on the Attached Detailed Reports. This motion, made by Jeff MacKinnon and seconded by Joe Vaden, passed.

Jeff MacKinnon:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

13. **NEW BUSINESS**

14. **ADJOURNMENT**

Meeting adjourned at 6:45 p.m.

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Erika Johnson
Minutes Clerk of the Board

APPROVED DATE:

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President, Board of Education