



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

Minutes of Special Meeting

Friday, July 26, 2024 8:00 AM Central

Attendance Taken at 8:00 AM.

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

1. Board of Education Call to Order and Roll Call

President Baker called the meeting to order at 8:00 a.m. Roll call and attendance was taken by Tawni Hooten, Board/Minutes Clerk. All members are present and a quorum of the board is confirmed.

2. 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:

I move to approve the items listed in the consent agenda as presented. This motion, made by Tim Riley and seconded by Rachel Dillin, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

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

2023-2024 Change Orders #20240662; 20241174 totaling \$454.00

2024-2025 General Fund Encumbrances #20250278-20250283; 20250285-20250291; 20250310-20250313; 20250315-20250357; 20250364-20250365; 20250367-20250376; 20250379-20250381; 20250383; 20250388; 20250390; 20250393; 20250397-

20250398; 20250403-20250413; 20250415; 20250426-20250431; 20250433-20250436; 20250438-20250445; 20250447-20250457; 20250460-20250464 Totaling \$1,526,012.41

2024-2025 Building Fund Encumbrances #20250293; 20250363; 20250432; 20250437; 20250446 Totaling \$141,931.08

2024-2025 Child Nutrition Fund Encumbrances #20250366; 20250391-20250392 Totaling \$5,958.06

2024-2025 Bond 31 Fund Encumbrances #20250314; 20250362;20250387; 20250414; 20250423 Totaling \$1,109,283.02

2024-2025 Bond 32 Fund Encumbrances #20250284; 20250292; 20250294-20250309; 20250358-20250361; 20250377-20250378; 20250382; 20250384-20250386; 20250389; 20250394-20250396; 20250399-20250402; 20250416-20250422; 20250424-20250425; 20250458-20250459 Totaling \$6,073,488.02

2024-2025 Sinking Fund Encumbrances totaling \$-0-

B. Ratify, approve, and confirm for the fiscal year ending June 30, 2025, that certain Sublease Purchase Agreement dates as of June 6, 2024, by and between the Payne County Economic Development Authority, as Lessor, and Independent School District No. 16 of Payne County, State of Oklahoma, as Lessee.

C. Istation FY 24-25 Contract (Reading Screened for Grades K-5) (Ed Services)

3. Proposed Executive Session to Discuss the Following:

- Resignations and Employment Recommendations of those employees listed on attached Exhibit A of the Agenda as authorized by – OKLA. STAT. tit. 25 Section 307(B)(1),
- Negotiations concerning employees and representatives of employee groups – OKLA. STAT. tit 25 Section 307(B)(2), and
- Evaluation of the Superintendent (a routine evaluation session that the Board may conduct monthly) Pursuant to Executive Session Authority – OKLA. STAT. tit. 25 sect 307(B)(1) and (B)(7)

4. Vote to Convene in Executive Session (Action)

I move to convene into Executive Session at 8:14 a.m. This motion, made by Rachel Dillin and seconded by Roberta Douglas, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

5. President's Acknowledgement of the Return of the Board to Open Session

President Baker acknowledged the return of the Board to Open Session at 8:30 a.m.

6. Statement of Executive Session Minutes

The following statement was provided by ROBERTA DOUGLAS. The Executive Session convened at 8:14 a.m. During the Executive Session the following people were present: Dr. Marshall Baker, Tim Riley, Rachel Dillin, Roberta Douglas, Dr. Gay Washington, and Dr. Trent Swanson (8:14 am -8:30 am). In the Executive Session, the Board discussed the appointments, resignations, and employment recommendations listed on Exhibit A of the agenda as authorized by OKLA. STAT. tit. 25 Section 307(B)(1), and negotiations concerning employees by OKLA. STAT. tit. 25 Section 307(B)(2). Nothing else was discussed in the Executive Session. No votes were taken in the Executive Session. This will constitute the minutes of the Executive Session.

7. Consider and Vote to Approve Appointments, Resignations and Employment Recommendations Listed on Exhibit A of the Agenda. (Action)

The Board had discussion of the SPS Strategic Planning and Alignment item prior to taking action on item 7.

Motion to approve Resignations and Employment Recommendations Listed on Exhibit A of the Agenda. This motion, made by Gay Washington and seconded by Roberta Douglas, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

President Baker called for a ten-minute recess at 10:34 a.m. President Baker acknowledged the return of the recess at 10:44 a.m. From 10:44 a.m. to 12:18 p.m. they continued discussions on the SPS Strategic Planning and Alignment.

8. Discussion of the SPS Strategic Planning and Alignment

Reports were given by the administration team on the following topics.

Operations, Bo Gamble:

- Exceptional and Effective Instructional Spaces
- Communication and Customer Service-
 - (Bus software Implemented, etc.)
 - Groundbreaking event
- Continuous Improvement
- Recruitment and Retention of Staff
- Safety and Security

Ed Services, Janet Vinson

- 24-27 Ed Services and Technology Long Range Plan

Finance, Mike Arnold

- Transparency

- A better understanding of the codes for the finance reports presented to the board each month.
- Adding the finance committee is a great step in awareness towards the goals and progression.
 - The finance committee is still forming, but does include Tim Riley and Gay Washington as committee members.
- Communication and set procedures to help define the processes across the district.
- Opportunity for input

Human Resources, Trent Swanson

- Customer Service Focus
- Recruitment and Retention
 - Alt Certified Teachers (Getting the pathways/road map to get them certified)
 - Job Fairs
 - Benefits (Retention Data by Sites)
 - Frontline Management (Time and Attendance)
- Focus Areas
 - Fill Rate of Positions
 - Substitutes
 - Customer Service
 - Onboarding Process
 - Implementation of Internal Positions
 - Well-being of Employees

Superintendent

- Mission and Goals
 - Staff is responsive and collaborative
 - Cabinet Team
 - Encouraging Conversations
 - Being effective communicators

9. Discussion of Board Goals and Norms

I move to convene in Executive Session at 12:18 p.m. This motion, made by Roberta Douglas and seconded by Tim Riley, Carried. Marshall Baker: Yes, Tim Riley: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Gay Washington: Yes

President Baker acknowledged the return of the Board to Open Session at 3:04 p.m.

The following statement was provided by ROBERTA DOUGLAS. The Executive Session convened at 12:18 p.m. During the Executive Session the following people were present: Dr. Marshall Baker, Tim Riley, Rachel Dillin, Roberta Douglas, Dr. Gay Washington, and Uwe Gordon (1:55 pm -3:04 pm). In the Executive Session, the Board discussed the evaluation of the superintendent as authorized by OKLA. STAT. tit. 25 Section 307(B)(1) and (B)(7). Nothing

else was discussed in the Executive Session. No votes were taken in the Executive Session. This will constitute the minutes of the Executive Session.

10. Vote to adjourn (Action)

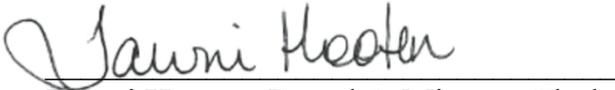
Motion to adjourn at 3:07 p.m. This motion, made by Tim Riley and seconded by Roberta Douglas, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

STILLWATER BOARD OF EDUCATION



Dr. Marshall Baker, President

STILLWATER BOARD OF EDUCATION



Tawni Hooten, Board & Minutes Clerk

(SEAL)

These minutes were officially approved by the Stillwater Board of Education on September 10, 2024.