

**Ponca City Public Schools**  
**Regular Board of Education Meeting**  
**Administration Center, Board Room, 613 East Grand Ave., Ponca City, Oklahoma 74601**  
**Monday, April 13, 2026 at 6:00 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 April 10, 2026, at 11:00 a.m.)

**1. CALL TO ORDER**

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

1.2. **Flag Salute**

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

Attendance Taken at 6:00 PM.

Jeff MacKinnon: Present

Anna Roland: Present

Judy Throop: Present

Joe Vaden: Present

Nancy Zimmerschied: Present

**2. DISCUSSION AND ACTION TO ADMINISTER THE OATH OF OFFICE AND TO SEAT JEFF MACKINNON AS BOARD MEMBER FOR WARD #1**

**3. ELECTION OF THE PRESIDENT, VICE PRESIDENT, CLERK, AND DEPUTY CLERK OF THE BOARD, EACH OF WHOM SHALL SERVE FOR A TERM OF ONE (1) YEAR**

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1. Motion by Joe Vaden to elect Nancy Zimmerschied for Board President. This motion was seconded by Anna Roland. This motion passed with unanimous vote.
  2. Motion made by Judy Throop to elect Anna Roland as Vice President. This was seconded by Joe Vaden. This motion passed with unanimous vote.
  3. Motion made by Judy Throop to elect Laurie Graham as Clerk of the Board. This motion was seconded by Anna Roland. This motion passed with unanimous vote.
  4. Motion was made by Joe Vaden to elect Maureen Dooley as Deputy Clerk of the Board. This was motion was seconded by Anna Roland. This motion passed with unanimous vote.

#### **4. PRESENTATIONS AND RECOGNITIONS**

##### **4.1. Presentation of the Employee of the Month and Friend of Education Awards**

The President of the Board will preside over presenting the April Employee of the Month and Friend of Education Awards to the following employees.

**Certified Employee of the Month - Kathryn Hague**

*Orchestra Teacher at East Middle School*

**Support Employee of the Month - Travis Greenhagen**

*Transportation Director*

**Friend of Education - South Baldy Resources, LLC**

*Supporter of West Middle School*

#### **5. PUBLIC COMMENT**

##### **5.1. Comments From the Public**

The Ponca City Public Schools Board of Education recognizes the value of public comment in effective school governance and the importance of providing community members an opportunity to address the Board on educational issues. To ensure meetings are conducted in an orderly and efficient manner, the Board has established the following guidelines governing public participation.

Individuals or groups wishing to speak during the public comment portion of a Board meeting must check in with the Board Clerk no later than fifteen (15) minutes prior to the start of the meeting and complete the required public comment form. The following must be provided in writing:

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

Speakers must be recognized by the Board President or other presiding officer prior to speaking and must state their name and organizational affiliation, if applicable, before beginning remarks. Comments must be limited to items listed on the meeting agenda. Unless otherwise modified by the presiding officer with Board approval, each speaker will be limited to a maximum of three (3) minutes. Total public comment during any regular meeting shall not exceed fifteen (15) minutes, and no individual may speak more than once during the same meeting. All remarks must be directed to the presiding officer; speakers may not address or question individual Board members.

For additional information regarding speaking privileges, please refer to Board Policy 1.3-6.0 Speaking Privileges of the Public, which is available at Board meetings and in the Board Policy Manual located on the district website, [www.pcps.us](http://www.pcps.us), under Board of Education.

The following person addressed the Board of Ed. pertaining to item 7:

Nathan Voelkers, Ponca City

#### **6. SUPERINTENDENT'S REPORT WITH DISCUSSION OF PROPOSED POLICY REVISIONS**

##### **6.1. District/Legislative Updates**

**6.2. Proposed Policy Revisions:**

**Section 1 - The School Board**

*1.0 - Board of Education*

*1.3-1.0 - School Board Meetings*

**Section 5 - Business Management**

*5.2-4.0 - Employee Travel Expense Reimbursement Policy*

**7. CONSIDER AND TAKE ACTION TO CHANGE THE TIME OF REGULAR MEETINGS OF THE PONCA CITY BOARD OF EDUCATION FROM 6:00 P.M. TO 5:00 P.M., EFFECTIVE WITH THE MAY 2026 REGULAR MEETING**

MOTION TO APPROVE TO CHANGE THE TIME OF REGULAR MEETINGS OF THE PONCA CITY BOARD OF EDUCATION FROM 6:00 P.M. TO 5:00 P.M., EFFECTIVE WITH THE MAY 2026 REGULAR MEETING. This motion, made by Anna Roland and seconded by Judy Throop, passed.

Jeff MacKinnon: Nay  
Anna Roland: Yea  
Judy Throop: Yea  
Joe Vaden: Nay  
Nancy Zimmerschied: Yea  
Yea: 3, Nay: 2

**8. CONSIDER AND TAKE ACTION TO REVISE AND ADOPT THE BOARD POLICY CHANGES AS LISTED BELOW:**

*1.0 - Board of Education*

*1.3-1.0 - School Board Meetings*

*5.2-4.0 - Employee Travel Expense Reimbursement Policy*

MOTION TO APPROVE, REVISE, AND ADOPT THE BOARD POLICY CHANGES AS LISTED BELOW: 1.0 - Board of Education 1.3-1.0 - School Board Meetings 5.2-4.0 - Employee Travel Expense Reimbursement Policy. This motion, made by Judy Throop and seconded by Robin Riley, passed.

Jeff MacKinnon: Yea  
Anna Roland: Yea  
Judy Throop: Yea  
Joe Vaden: Yea  
Nancy Zimmerschied: Yea  
Yea: 5, Nay: 0

**9. 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 to approve Consent Agenda items 9.1 thru 9.37 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 Judy Throop 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

**9.1. Approval of the Minutes from the March 9, 2026, Regular Board of Education Meeting and Minutes from the March 24, 2026, Special Board of Education Meeting**

**9.2. Approval of the FY26 Budget Analysis Reports**

**9.3. Approval of the FY26 Budget Amendments**

**9.4. Approval of the FY26 Bond Fund Reports**

**9.5. Approval of the FY26 Change Order Listing as of April 10, 2026, for Funds 11, 21, 22, 34, 35, and 81**

**9.6. Approval of the FY26 General Fund 11 Encumbrances #1399-#1544 in the amount of \$301,795.24**

**9.7. Approval of the FY26 Building Fund 21 Encumbrances #188-#201 in the amount of \$436,695.70**

**9.8. Approval of the FY26 Child Nutrition Fund 22 Encumbrances #107-#111 in the amount of \$134,323.60**

**9.9. Approval of FY26 Bond 33 Encumbrance #3 in the amount of \$27,285.72**

**9.10. Approval of FY26 Bond 34 Encumbrances #10-#13 in the amount of \$54,155.76**

**9.11. Approval of FY26 Gifts and Endowment Fund 81 Encumbrances #198-#207 in the amount of \$4,598.73**

**9.12. Approval of Booster Club Reports**

**9.13. Approval of Activity Fund Reports**

**9.14. Approval of Treasurer's Reports**

**9.15. Approval of Out-of-State Travel Requests**

**9.16. Approval of the Ratification & Approval of Payrolls**

**9.17. Approval of a quote from 3P Learning Inc., effective August 1, 2026, through June 30, 2027, for 165 licenses each of Reading Eggs and Mathseeds to be used at Union Elementary. The total cost is \$2,613 and will come from Title I.**

9.18. Approval of a ratification of an agreement with BSN Sports for the 2026-2027 school year for the BSN Sports Sideline Store Program, an online spirit store. BSN Sports will pay a royalty rate of 10% net sales to the district.

9.19. Approval of an agreement between the City of Ponca City and Ponca City Public Schools, effective April 13, 2026, through July 30, 2029, to collaborate on a Community Tree Planting project, which is funded by a grant from the U.S. Forest Service. The agreement gives the City permission to plant trees on school properties and provides ongoing maintenance for three (3) years to ensure tree survival. There is no cost to the district.

9.20. Approval of an agreement with Robert Collins, effective June 1, 2026, through June 8, 2026, for cultural programs through the Title VI Indian Cultural Education Program. Mr. Collins will teach an Introduction to Entering the Arena and host a workshop for families on Etiquette in the Arena at Pow Wows. The cost is \$500 and will come from Title VI funds.

9.21. Approval of a quote from Edmentum, effective July 1, 2026, through June 30, 2027, for 150 licenses each of Study Island Math, ELA, Math Benchmark Assessment, and ELA Benchmark Assessment for Union Elementary. The total cost is \$3,100 and will be funded from the General Fund/Instructional.

9.22. Approval of an agreement with Edpuzzle, effective August 1, 2026, through June 30, 2027, for software used by West Middle School teachers to reinforce learning through videos. This software also helps track students' understanding of subjects. This year includes unlimited access to The Network Channel and the Edpuzzle library, the ability to screen record, the creation of student projects, audio responses, access to Live Mode, and professional development. The total cost is \$3,615 and will come from the General Fund/Instructional.

9.23. Approval of a quote from Heggerty, effective July 1, 2026, through June 30, 2027, for a one-year online license renewal of MyHeggerty. MyHeggerty is a digital platform providing online access to the Heggerty Phonemic Awareness curriculum, featuring interactive teaching tools, digital assessments, and professional development videos, and is used by grades Pre-K through second grade. The total cost of \$1,068 will be funded by SRA Funds.

9.24. Approval of an agreement with Sonya Herrera, effective April 14, 2026, through April 30, 2026. Ms. Herrera will assist Ponca City Public School seniors with beading their graduation caps as part of the Title VI Indian Cultural Education Program. The total cost is \$300 and will be funded by Title VI funds.

9.25. Approval of a ratification of a three-year agreement with Imagine Learning, effective July 1, 2024, through June 30, 2027, for site licenses for Ponca City Virtual Academy, Wildcat Academy, and the High School. This is the second year of a three-year term. There is no cost to the district.

9.26. Approval of a fundraising agreement from InstaRaise by JMS, effective March 30, 2026, through April 13, 2026, for Ponca City High School, East Middle School, and West

**Middle School choirs, utilizing an online-only platform for the sale of spring merchandise and baking mixes. There is no cost to the district.**

**9.27. Approval of an agreement with Kidshine dba MadScience to perform two identical daytime STEM enrichment shows, *Wow, Must-See Science*, for each elementary school. The performances will take place on March 27, April 1, May 8, and May 15, 2026. The funds will be allocated as follows: \$1,000 from the General Fund, \$2,500 from Title IV, \$3,150 from AEIOU, and \$650.02 from Mad Science.**

**9.28. Approval of an agreement with Chris Littlecook, effective June 1, 2026, through June 3, 2026. Mr. Littlecook will assist students in completing a mural for the Ponca City High School. The total cost is \$500 and will be funded by Title VI funds.**

**9.29. Approval of an agreement with Main Event Entertainment in Oklahoma City, effective May 5, 2026, to provide 150 orchestra students with four hours of activities, which will include bowling, gravity ropes, laser tag, billiards, and shuffleboard. Lunch is included. The total cost is \$2,992.50 and will be funded by the Activity Fund.**

**9.30. Approval of an agreement with Main Event Entertainment in Oklahoma City, effective May 13, 2026, to provide 60 band students with four hours of activities, which will include bowling, gravity ropes, laser tag, billiards, and shuffleboard. Lunch is included. The total cost is \$1,197 and will be funded by the Activity Fund.**

**9.31. Approval of an agreement with Mind Research Institute for the program ST Math for the 2026-2027 school year. This program is used by all district elementary schools and is purchased for Ponca City Public Schools by Phillips 66. There is no cost to the district.**

**9.32. Approval of a proposal from the National Indian Education Association Training and Technical Assistant Services for four (4) days of virtual training for district staff members using the Prevention Core Competencies training series. It provides a foundational understanding of substance misuse prevention science and strengthens the ability to implement effective, evidence-based, and culturally grounded strategies to support Native American students and their families. The training will take place on May 26, June 6, June 9, and June 11. The total cost is \$3,500 and will be funded by Title VI.**

**9.33. Approval of a lease agreement with Pitney Bowes, effective April 14, 2025, through April 13, 2030, for the mail center machine at 111 West Grand. The cost is \$334.62 monthly, billed quarterly at \$1,003.86, for a 60-month term. This is year two of a five-year agreement. The yearly cost is \$4,015.44 and will come from the General Fund.**

**9.34. Approval of a quote from Project Lead the Way, effective for the 2026-2027 school year, for a one-year participation fee to use online curriculum for Tech Ed. The cost is \$950 and will come from Fund 81.**

**9.35. Approval of a Memorandum of Understanding between the University of Oklahoma (Jeannine Rainbolt College of Education) and Ponca City Public Schools, effective for the 2026-2027 school year, to provide students with appropriate training and resources to foster their learning experience. There is no cost to the district.**

**9.36. Approval of a ratification of an agreement with WorkNet, Inc., effective for the 2026-2027 period. WorkNet, Inc. is a medical company that reviews Ponca City Public Schools' job-related injury/illness claims, refers claimants for further medical treatment, and adjusts the rate charged by the medical providers. There is no cost to the district.**

**9.37. Approval of an agreement with Nellie Zotigh, effective May 26, 2026, to teach students and families to bead. The total cost is \$300 and will be funded by Title VI funds.**

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

**10.1. Consider and take action to approve a proposal from American Telephone/Zultys to install telephones across the district**

Motion to approve a proposal from American Telephone/Zultys to install telephones across the district. This motion, made by Joe Vaden and seconded by Anna Roland, passed.

Jeff MacKinnon: Yea  
Anna Roland: Yea  
Judy Throop: Yea  
Joe Vaden: Abstain (With Conflict)  
Nancy Zimmerschied: Yea

Yea: 4, Nay: 0, Abstain (With Conflict): 1

**10.2. Consider and take action to approve an agreement with AMN Healthcare, effective for the 2026-2027 school year, to provide speech-language services**

Motion to approve an agreement with AMN Healthcare, effective for the 2026-2027 school year, to provide speech-language services. 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

**10.3. Consider and take action to approve an agreement with Apptegy to provide an online platform for the district**

Motion to approve an agreement with Apptegy to provide an online platform for the district. 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

**10.4. Consider and take action to approve a ratification of an agreement with The Art of Education University for four online subscriptions to FLEX Curriculum**

Motion to approve a ratification of an agreement with The Art of Education University for four online subscriptions to FLEX Curriculum. This motion, made by Robin Riley 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

**10.5. Consider and take action to approve an agreement with The Center for Education Law P.C.**

Motion to approve an agreement with The Center for Education Law P.C. 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

**10.6. Consider and take action to approve the renewal of Frontline Education for the Human Resources Department**

Motion to approve the renewal of Frontline Education for the Human Resources Department. This motion, made by Joe Vaden 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

**10.7. Consider and take action to approve a contract with Keys to Literacy Professional Services & Materials, effective July 14, 2026, through July 16, 2026, for professional development for district teachers**

Motion to approve a contract with Keys to Literacy Professional Services & Materials, effective July 14, 2026, through July 16, 2026, for professional development for district teachers. This motion, made by Anna Roland and seconded by Robin Riley, passed.

Jeff MacKinnon: Yea  
Anna Roland: Yea  
Judy Throop: Yea  
Joe Vaden: Abstain (With Conflict)  
Nancy Zimmerschied: Yea  
Yea: 4, Nay: 0, Abstain (With Conflict): 1

**10.8. 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 in the attached Personnel Report**

Motion to approve, to employ, to accept the resignation of, to reassign, and to enter into an extra duty contract with those individuals as listed in the attached Personnel Report. 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

**11. NEW BUSINESS**

**12. ADJOURNMENT (MOTION REQUIRED)**

Meeting adjourned at 7:08 p.m.

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Erika Johnson  
Minutes Clerk of the Board

APPROVED DATE:

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President, Board of Education