



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

## **Minutes of the General Meeting**

Tuesday, October 8, 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 Ms. Hooten, Board/Minutes Clerk. Attendance confirms there is a quorum of the board. Baker requested a brief ten-minute recess for the board to take a bio break. Baker acknowledged the board back to open session at 6:38 p.m.

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

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

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

#### **A. Recognitions**

- 1. SHS Pom Achievements**
- 2. Kansas Houle & The Saville Center**
- 3. 2024 Pink Out Week Updates**

**Pom Achievements-** SHS Pom Coach Rachel Wilson will present to the board some of the numerous honors the group has achieved recently.

**Kansas Houle & The Saville Center-** SMS 6th grader Kansas Houle is a passionate advocate for the wellbeing of children. With professional acumen far beyond her years, she's taken her mission to raise awareness of child abuse to the national level. Kansas will share about her exceptional work with the Saville Center for Child Advocacy.

**2024 Pink Out Week-The Pink Out theme this year is Give Cancer the Boot!. Led by Pink Out Heads, Srs Addison Harmon & Emalee Gilliland, along with the support of advisors Jody Webber and Kami Pope, Pink Out activities this year have included everything from district wide hat days to a new Car Tagging event to Powder Puff Football. Though not a final total, the group will announce to the board their current funds raised this year.**

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

**Happy Principal's Month** to the best team of site principals anywhere. Being a principal is very challenging and incredibly hard work, but it is also very rewarding. Our team is so strong and experienced. They are not perfect, but there are none better. Please thank them for their hard work.

**Congratulations to the Lady Pioneer Softball team and the coaching staff.** They won a very challenging game last week against Enid to earn home field advantage for the district tournament. They will be playing the first game tomorrow at noon against Booker T. Washington. I hope to see everyone there.

**One month away from election day.** Please do your civic duty and vote. As Americans, we have this incredible right to vote. Sadly, Oklahoma had the lowest voter turnout in the last election. Let's change that. Go Vote!

Welcome to the **Stillwater Leadership** members who are here tonight.

### **C. Superintendent's Data Update**

Mr. Gordon provided his Superintendent's Data Report.

### **D. Board Communication**

Each member of the board provided an update of positive and exciting things happening around the district.

Gay Washington: Great Communication from the District with Superintendent Update  
Douglas- Dignity Index, Voter Registration, Participation in the Pink Out Week activities  
Dillin- Cross Country teams run, Region III School Board Meeting at Meridian Technology  
Riley- Congrats on the Band  
Baker- Positive progression through all grades in SPS

### **E. 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 completed the **BED-E** form prior to the start of the meeting and therefor were approved to speak on the following:

1. Barbara Laxton "Space for STEM activities, specifically the robotics program, at the high school"
2. William Lin "Advocating for a robotics space at the new High School to enrich students' STEM experience and build upon the reputable program we have. Speaking

as team captain of the state champion team and providing student insight to the benefits of robotics and the need for space to enhance these benefits"

3. John Chaffin "Mayer & McHugh research"

#### **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:**

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

#### **A. September 10, 2024, Special Meeting Minutes**

#### **B. September 10, 2024, Regular Meeting Minutes**

#### **C. Stillwater Board of Education Noticer of Regular Meeting Schedule for Calendar Year 2025 (Sup)**

#### **D. Out Of State Travel Requests:**

- 1. Stillwater High School Varsity Pom Squad, traveling to Orlando, FL to compete in the National Dance Team Championship from January 28-February 3, 2025.**
- 2. Stillwater Middle School Exchange Program, traveling to Kameoka, Japan on October 17-26, 2024.**

#### **E. Discussion and possible board action to approve 2025 School Election Resolution (Supt)**

#### **F. Summary of Activity Account Funds (Finance)**

#### **G. Annual Activity Fund Planning and Approval Packages (Finance)**

#### **H. Encumbrances and Accounts Payable (approval of encumbrance numbers as listed): (Finance)**

**2024-2025 General Fund Encumbrances # 202501557; 20250167; 20250761-20250777; 20250779-20250783; 20250794-20250800; 20250803-20250804; 20250809; 20250813; 20250816; 20250819-20250822; 20250824-20250832; 20250834-20250844; 20250846-20250859; 20250861-20250866; 20250868-20250869; 20250872-20250878; 20250880-20250884; 20250886-20250887; 20250893-20250896; 20250898-20250909; 20250911-20250914; 20250918-20250919; 20250921; 20250923; 20250925**

Totaling: \$1,161,299.89

2024-2025 Building Fund Encumbrances # 20250801; 20250805; 20250845; 20250867

Totaling:\$11,811.80

2024-2025 Child Nutrition Fund Encumbrances # 20250785; 20250812;20250871; 20250917

Totaling:\$4,202.72

2024-2025 Bond 31 Fund Encumbrances # 2025888-20250892 Totaling:\$329,438.47

2024-2025 Bond 32 Fund Encumbrances # 20250604; 20250684; 20250778; 20250784; 20250786-  
20250793; 20250802; 20250811; 20250814-20250815; 20250817-20250818; 20250823;  
20250833;20250860; 20250870; 20250879; 20250885; 20250910; 20250815-20250916; 20250920;  
20250922

Totaling: \$1,397,497.42

2024-2025 Sinking Fund 41 Fund Encumbrances # 20250897; 20250924 Totaling: \$735,595.00

**I. Change Orders (approval of encumbrance numbers as attached): (Finance)**

General Fund: 20250155, 20250167

Bond Fund: 20250604, 20250684

**J. Consider and Vote to Approve Applications for Sanctioning for FY25 (Finance)**

**K. Consider and Approve the following contracts for FY 24-25:**

1. Grafton Integrated Health Network (Training Agreement) (Ed Ser)
2. Southwestern College (Student Teaching Affiliation) (Ed Ser)
3. WorkKeys (HR)

**L. Consider and Vote to Approve Professional Service Agreement with Universal Surveying and Mapping (USM) for the SPS High School Phase I Minor Subdivision/Lot Split (OP)**

**M. Consider and Vote of Approval of the SPS Non-Exclusive Trademark License Agreement: (Communications)**

1. Sharpe's Department Store, Stillwater, OK
2. Playfully Designed, LLC., Stillwater, OK

**N. Appointment of 2024-2025 Local Advisory Committee for Gifted Education (Ed Ser)**

**O. Out Of State Travel Requests:**

**1. Stillwater 8th Grade Band, traveling to North Richland Hills, TX on April 25-26, 2025.**

**P. Consider and Vote to Approve Lippert Bro., Potential Change Orders for SPS OES North Building Renovations and SPS OES South Building Renovation Project**

**Q. Consider and Vote to Approve Willowbrook Inc. Use of CM Contingency and Allowances for the SPS Bond 2023 High School Phase 1 Construction Project**

**R. Consider and Vote to Approve Willowbrook Inc. Use of Owner Contingency and Allowances for the SPS Bond 2023 High School Phase 1 Construction Project**

**S. Consider and Vote to Approve Change Order #4 for Stillwater Public School Junior High School and Richmond Elementary HVAC and Roof Replacements Project**

**5. BUSINESS/FINANCE - Kristie Newby**

**A. Consider and Vote to Approve the Request for Approval of State and/or Federal Funds for the General Fund-Form 307**

I move to Approve the Request for Approval of State and/or Federal Funds for the General Fund-Form 307. This motion, made by Gay Washington and seconded by Tim Riley, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

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

I move to Approve the Cash Fund Estimate of Needs and Request for Appropriation for the Building Fund- Form 308 as presented. 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

**C. Consider and Vote to Approve Treasurer's Report to include the Bond Expenditures and Revenues Report**

I move to Approve the Treasurer and Bond Expenditures Reports 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

**D. Consider and Vote to Approve Fund Transfer Request between the Building Fund and the General Fund**

I move to approve the Fund Transfer Request between the Building Fund and the General Fund as presented. This motion, made by Rachel Dillin and seconded by Gay Washington,

Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

#### **E. Consider and Vote to Approve the Proposed 2024-2025 SPS Budget**

I move to postpone approval of the proposed 2024-2025 SPS Budget to the November meeting. This motion, made by Marshall Baker and seconded by Rachel Dillin, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

#### **F. Consider and Vote to Approve the Resolution Authorizing the Chief Financial Officer/Treasurer to issue, transfer, and purchase non-payable warrants and/or investments as necessary during the 2024-2025 fiscal year to pay the district's current obligations, including payroll, on a timely basis, and to purchase said warrants as investments from other district funds and investments.**

I move to Approve the Resolution Authorizing the Chief Financial Officer/Treasurer to issue, transfer, and purchase non-payable warrants and/or investments as necessary during the 2024-2025 fiscal year to pay the district's current obligations, including payroll, on a timely basis, and to purchase said warrants as investments from other district funds and investments. 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

### **6. EDUCATIONAL SERVICES**

#### **A. Receive Presentation of the Strong Readers Act**

Diane Fix provided a presentation on the Strong Readers Act.

#### **B. Receive Summer School Return On Investments (ROI) Data**

Natalie Fluty, Emily Harris, and Ashley Moore presented information on the Summer School Return On Investments (ROI) Data.

### **7. OPERATIONS**

#### **A. Receive Bond 2023 Update**

Assistant Superintendent Bo Gamble introduced Brian Thomas with 505 Architects to provide a Bond update.

### **8. OTHER REPORTS / RECOMMENDATIONS**

#### **A. SPS Policy First Reading:**

##### **1. EIED - Graduation Requirements (Ed Services)**

**B. Waive SPS First Reading Policies and Approval of Policies Required by the Oklahoma State Department of Education**

1. **DBCA - Standards of Performance and Conduct for Teachers**
2. **DNA - Teacher Evaluation**
3. **DOAC - Support Personnel -Suspension, Demotion, Termination**
4. **DO - Suspension, Dismissal, and Nonreemployment of Teachers**
5. **CKAH - Use of Automatic External Defibrillator**
6. **CKAH-P - Sudden Cardiac Emergency Response Plan**
7. **EMI - Observation of Minute of Silence**
8. **EMIC - Voluntary Prayer**

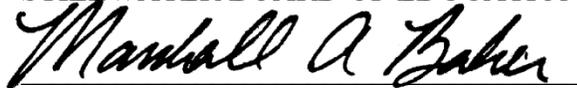
I move to approve and waive the first reading of all policies listed in 8B of the agenda. This motion, made by Tim Riley and seconded by Rachel Dillin, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

**9. ADJOURNMENT**

I move to adjourn at 8:34 p.m. This motion, made by Roberta Douglas and seconded by Tim Riley, Carried. Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

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

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 November 12, 2024.