



Stillwater Public Schools Administration
Building
Attn: Accounts Payable
314 S. Lewis
Stillwater, OK 74074

Minutes of General Meeting

Tuesday, March 11, 2025 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 a quorum of the board is established to proceed.

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. Fall Sports: Wrestling and Swim**
- 2. Kameoka 2024 Trip to Japan**
- 3. STEM- Robotics**
- 4. SPEF**

1. We are moving Swim and Wrestling recognition to next month.
2. Jake Ehrlich, Stillwater Middle School Teacher and Sponsor of the Kameoka Japan delegation brought four students
3. Rebecca Palmatary recognized the robotics teams with STEM.
4. Emily Lewis, SPEF Director spoke about the "Outstanding Program" from the Oklahoma Foundation for Excellence for the PreK Play-based learning initiative.

B. Board Communication

Board members shared some updates and activities they participated in this past month. Community members were encouraged to get out and vote in the upcoming elections. A few special recognitions were made to the outstanding fundraising efforts and community support for the SPEF fundraiser, Taste of Stillwater. Rebecca Dyson, Assistant Principal at Highland Park Elementary, was recognized as the new Highland Park Principal for the 2025-2026 school year, which was approved at the special meeting earlier tonight.

C. 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 and were approved to speak:

Carol Anderson spoke on "Sunshine Week March 16-22. Representing the Stillwater League of Women Voters, I wish to make a short presentation on what Sunshine Week represents and ask board members to sign a pledge to follow the federal Freedom of Information Act and Oklahoma law requiring Open Meetings and Open Records."

Barbara Laxton spoke on "Advocate for space for STEM activities"

John Chaffin spoke on "Two more actionable items"

Addy Welch-Britton spoke on "The Stillwater High School needs locations for STEM activities"

Hunter Scott spoke on "Advocate for space for the SHS robotics club"

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. February 11, 2025 Special Meeting Minutes

B. February 11, 2025 Regular Meeting Minutes

C. Policy Second Reading and Approval:

1. CFB-EI Plan for Expending Excess Activity Fund Balance
2. CFBB-E Application for Sanctioning
3. CFBB-P Sanctioning of Parent Organizations, Booster Clubs, & Assoc (Procedures)
4. CHA-P1 Purchasing Procedures
5. CLE Energy Management and Conservation Policy
6. CLE-R1 Energy Management and Conservation Guidelines
7. DB-R Teachers Duties and Responsibilities

D. Out-of-State Travel Requests:

1. **SHS Vocal Music** is traveling to Dallas, TX from March 18, 2025, to March 22, 2025 for a student to audition to the American Choral Director's Association's National Honor Choir. It's also in conjunction with the national conference.

E. Transfer and Summary of Activity Account Funds (Finance)

F. Sanctioning Accounts FY 24-25 (Finance)

G. Activity Account Fundraising Projects (Finance)

H. Annual Activity Fund Planning and Approval Packages for FY 2023-2024 (Finance)

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

2024-2025 Change Order #s: 20250671, 20251163

2024-2025 General Fund Encumbrances # 20251269-20251272, 20251276-20251279, 20251282-20251287, 20251291-20251310, 20251312, 20251315-20251318, 20251320-20251321, 20251323-20251329, 20251332, 20251334-1354, 20251358-20251360, 20251362
Totaling: \$109,502.12

2024-2025 Building Fund Encumbrances # 20251333 Totaling: \$127,336.66

2024-2025 Child Nutrition Fund Encumbrances # 20251281 Totaling: \$135.00

2024-2025 Bond 32 Fund Encumbrances # 20251267-20251268, 20251273-20251275, 20251280, 20251288-20251290, 20251311, 20251313-20251314, 20251319, 20251322, 20251330-20251331, 20251355-20251357, 20251361, 20251363-1366 Totaling: \$898,838.08

J. Service Order No.25 Bond 2023 HS Building Repurposing Study (Operations)

K. Consider and Vote to Approve Willowbrook, Inc. use of CM Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project (Operations)

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

M. Consider and Vote to Approve Potential Change Order Number 02 for SPS OES Transportation Phase 2 Project – (Firebrand Construction) (Operations)

N. Consider and Vote to Approve the agreement with Oklahoma Natural Gas (ONG) for the Bond 2023 HS Phase I project (Operations)

O. Consider and Vote to Approve Access Easement Agreement with RCK Homes 1, LLC (Operations)

Motion Passed. I move to approve the Consent Agenda 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

5. OPERATIONS

1. Bond 2023 Update

Mr. Bo Gamble, Assistant Superintendent of Operations introduced Brian Thomas with 505 Architects to give the Bond 2023 update.

6. BUSINESS/FINANCE

A. Treasurer's Report

Motion Passed. I move to approve the Treasurer's Report as presented. This motion, made by Rachel Dillin 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 "Contract for Audit of Public Schools 2024-2025 School Year".

Motion Passed. I move to approve the "Contract for Audit of Public Schools 2024-2025 School Year" with auditor Jenkins and Kemper as presented. This motion, made by Gay Washington and seconded by Rachel Dillin, **Carried.**

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

7. OTHER REPORTS / RECOMMENDATIONS

A. SPS Policy First Reading:

1. CDC Public Gifts-Donations to the Schools

2. CFB-R1 Activity Funds Regulations

B. Waive First Reading and Approval of SPS Policy:

1. EMDB

Motion Passed. I move to waive the First Reading of this policy and move to approval 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

8. ADJOURNMENT

A. Vote to Adjourn (Action)

Motion Passed. I move to adjourn at 7:45 p.m. This motion, made by Gay Washington and seconded by Rachel Dillin, **Carried.**

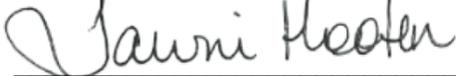
Marshall Baker: Yes, Rachel Dillin: Yes, Roberta Douglas: Yes, Tim Riley: Yes, Gay Washington: Yes

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 April 8, 2025.