



Stillwater Public Schools Administration  
Building  
314 South Lewis Street  
Stillwater, OK 74074

## **Minutes of General Meeting**

Tuesday, May 13, 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 Douglas 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 to proceed.

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

Each person stood and recited the pledge of allegiance to the flag.

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

#### **A. Recognitions**

- 1. Janet Vinson to recognize Emily Harris for The White House Presidential Award for Excellence in Mathematics and Science Teaching (PAEMST)**
- 2. SPS Employee Retirement Recognitions**

1. Bobby Payne
2. John Brunnemer
3. Connie Ritter
4. Annie Ortiz
5. Marla Ruark
6. Celeste Fox
7. Deborah Evers
8. Suzy Roderick
9. Kari Quigley
10. Shirley Gulick
11. Laura Gordon

12. Melisa Kifer
13. Janet Vinson
14. Uwe Gordon
15. Leann Stephens

**3. SPS Support Employees of the Year**

1. Rhett Bryan
2. Tabatha Watkins
3. Tabetha Curtis-Passmore
4. April Bales
5. Molly Flowers
6. Conner Hoang
7. Kristin Carter

**B. Acting Superintendent's Report**

**C. Board Communication**

**D. 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**

Stacy Laxton spoke to "Advocate for STEM"

**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. April 7, 2025 Special Meeting Minutes**

**B. April 8, 2025 Special Meeting Minutes**

**C. April 8, 2025, Regular Meeting Minutes**

**D. April 15, 2025 Special Meeting Minutes**

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

**F. Activity Account Fundraising Projects (Finance)**

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

**2024-2025 General Fund Encumbrances(11) #20251484, 20251486, 20251490-20251499, 20251503-20251504, 20251507-20251508, 20251513, 20251517-20251521, 20251524-20251525, 20251528-20251545 totaling \$367,207.11**

**2024-2025 Bond 31 Fund Encumbrances(32) #20251485, 20251487-20251489, 20251500-20251502, 20251505-20251506, 20251509-20251512, 20251514-20251516, 20251522-20251523, 20251526-20251527, 20251546-20251551 totaling \$579,203.70**

**H. Sanctioning Account Approval Packages for FY 2024-2025 (Finance)**

**I. Ratify, approve, and confirm for the fiscal year ending June 30, 2026, that certain Sublease Purchase Agreements dated 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. (Finance)**

**J. Policy Second Reading and Approval:**

1. **DMB-R4 Professional Development Certification Reimbursement Program**

**K. Out-of-State Travel Requests:**

1. **SHS Softball** is traveling to Shawnee Mission, KS to compete competitively in a fastpitch invitational from 9/28/25 to 9/30/25.
2. **Stillwater FFA** is traveling to Ft. Worth, TX for the horse judging team to compete at the World Show from 06/20/25 to 06/22/25.
3. **SHS Band and Orchestra** is traveling to the University of Arkansas in Fayetteville to attend a music camp from 07/13/25 to 07/18/25.

**L. Consider and Vote to Approve or Not Approve a Cost Share Agreement between the Stillwater Board of Education and the City of Stillwater (Operations)**

**M. Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of CM Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project (Operations)**

**N. Consider and Vote to Approve or Not Approve Willowbrook, Inc. use of Owner Contingency and Allowances for the SPS Bond 2023 HS Phase I Construction Project (Operations)**

**O. Consider and Vote to Approve Change Order # 1 to deduct unused Owner Contingency and Allowances from Amendment No. 3 Phase 2 PA Wing (Operations)**

**P. Consider and Vote to Approve Change Order # 2 to deduct unused CM contingency and allowances from Amendment No. 2 New High School Main Package (Operations)**

**Q. Consider and Vote to Approve or Not Approve Firebrand LLC. Potential Change Order #2 for SPS OES Building Renovation Phase 2 Parking (Operations)**

**R. Consider and Vote to Approve or Not Approve the Stillwater Public Schools Amended Facility Use Fee Schedule (Operations)**

**S. Declare Library Books as Surplus Property (Ed Services)**

**T. Educational Services FY 2025-2026 Contracts and Agreements:**

**1. Flashlight 360 (EL Program Screener and Pathway)**

I move to approve the Consent Agenda as presented. This motion, made by Gay Washington and seconded by Tim

Riley,

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

**5. OPERATIONS**

**A. Receive Bond 2023 Update**

The Bond update was given by Mr. Bo Gamble and Mr. Thomas.

**B. Receive Information from the Stillwater Public School Long-Range Facility Planning Executive Committee on their recommendation for the current Stillwater High School Feasibility Study**

I move to approve the Stillwater Public School Long-Range Facility Planning Executive Committee on their recommendation for the current Stillwater High School Facility Feasibility Study. 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

**6. BUSINESS/FINANCE**

**A. Vote to approve or not approve the Treasurer's report**

I move to approve the treasurer's report as presented. This motion, made by Marshall Baker and seconded by Gay Washington, **Carried.**

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

**B. Receive bids for the purchase of \$15,750,000 Combined Purpose General Obligation Bonds, Series 2025A of the district and vote to award said Bonds to the lowest bidder complying with the Notice of Sale and Instructions to Bidders or to reject all bids.**

I move to award the sale of the 2025A bonds to Robert W Baird & Co. Inc., in a true interest cost of 3.56922. This motion, made by Rachel Dillin and seconded by Marshall Baker, **Carried.**

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

**C. Consider and take action with respect to a Resolution providing for the issuance of Combined Purpose General Obligation Bonds, Series 2025A in the sum of \$15,750,000 by**

**Independent School District Number 16 of Payne County, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of Bonds; providing for registration thereof; providing for levy of an annual tax for the payment of principal and interest on the same and fixing other details of the issue; approving the forms of a Continuing Disclosure Agreement and an Official Statement; and authorizing executions and actions necessary for the issuance and delivery of the Bonds.**

I move to approve the resolution authorizing the issuance of the 2025A bonds as presented. This motion, made by Marshall Baker and seconded by Gay Washington, **Carried.**

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

**D. Approve or Not Approve the 1st Revised Budget for Nutrition**

I move to Approve the 1st Revised Budget for Nutrition. 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. Public Hearing on Stillwater Public School District's Proposed Budget for FY 2025-2026**

President Douglas states that “Stillwater Public Schools operates under the School Budget Act. We are now required to conduct a public hearing on the budget. Does anyone wish to comment on the budget? If not, we will close the public hearing and the CFO, Ms. Kristie Newby will brief the board on the budget.” With no one wishing to speak during the open hearing, we closed the open hearing and proceeded with the budget,

**7. OTHER REPORTS / RECOMMENDATIONS**

**A. SPS Policy First Reading:**

BFA	Board Policies
CHC	Bids and Quotations
CFBB-E	Application for Sanctioning
CFBB-P	Sanctioning of Parent Organizations, Booster Clubs, and Associations (Procedures) with changes
FEA	In-District Transfers

SPS polices were received and reviewed. These policies will be listed for final review and approval at next month’s meeting on June 10, 2025.

**8. ADJOURNMENT**

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

I move to adjourn at 9:00 pm. This motion, made by Tim Riley and seconded by Gay Washington, **Carried.**

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

STILLWATER BOARD OF EDUCATION

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Roberta Douglas, President

STILLWATER BOARD OF EDUCATION

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Tawni Hooten, Board & Minutes Clerk

(SEAL)

These minutes were officially approved by the Stillwater Board of Education on June 10, 2025.