



**Lawton Public Schools Board of Education  
Regular Meeting  
April 17, 2023 5:15 PM  
Shoemaker Center Auditorium  
753 NW Fort Sill Blvd**

**Lawton, Oklahoma 73507**

## **AGENDA**

The Board reserves the right to consider, take up and take action on any agenda item in any order, except as to items 1-3. The Board may discuss, make motions, and vote on all matters appearing on the agenda. Such vote may be to adopt, reject, table, reaffirm, rescind, or to take no action on any item. Any person with a disability who needs special accommodations to attend the Board of Education meeting should notify the Clerk of the Board at least 24 hours, to the extent possible, prior to the scheduled time of the Board meeting. The telephone number is 580-357-6900. At the time and place designated, the Board will consider and act upon the matters set out on the Agenda for this meeting as follows:

1. Call to Order
2. Pledge of Allegiance - Kevin Hime
3. Roll Call to Establish Quorum
4. Special Guests/Special Recognitions - MacArthur High School JROTC
5. Report of the Superintendent
  - 5.a. Presentation of the 2021-2022 School Audit presented by Mary E. Johnson & Associates, PLLC
  - 5.b. Discussion with possible action regarding Retention Bonuses, New Teacher Bonuses and Classroom Supplies Allocation.
  - 5.c. Retirement of K-9 Police Officer, Coco. Discussion and possible action to relinquish all possession, responsibility, accountability, and ownership rights of K-9 Officer Coco to Ms. Melody Tillman, who has been Coco's handler.
  - 5.d. Information Item: Business Operations and Educational Services Departmental Updates
  - 5.e. Superintendent's Announcement(s)
6. Consent Agenda

(The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request of any Board member, any one or more matters will be removed from the consent agenda and acted upon separately. Contracts are approved subject to review by the District's legal counsel. Any or all of the public record items included within the consent agenda, i.e. minutes to be submitted for approval; purchase orders to be submitted for acceptance; financial report; proposed transfer of funds between activity accounts; and fund-raising

event listings, may be examined at the Office of the Clerk of the Board of Education at the Shoemaker Center, 753 Fort Sill Blvd., Lawton, OK. An appointment to review records is requested.)

- 6.a. Report of the Purchasing Agent/Encumbrance Clerk - Sheila Relf
  - 6.a.1. Approve Purchase Orders
    - General Fund (11) Purchase Order Numbers 1961-1977
    - Building Fund (21) Purchase Order Numbers 114-117
    - Lease Purchase Turf Fund (35) Purchase Order Number - 1
    - Bond Fund (33) Purchase Order Numbers 218-219
  - 6.a.2. Change Order Listing
  - 6.a.3. Payroll Encumbrance Purchase Order Numbers
- 6.b. Report of the Chief Financial Officer - Lance Gibbs
  - 6.b.1. Treasurer's Report for the Month of March, 2023
  - 6.b.2. FY 23 Audit Engagement Letter
  - 6.b.3. Transition of credit card company: JP Morgan Chase to Arvest
- 6.c. Approval of the Minutes of the April 6, 2023 Regular Board Meeting
- 6.d. Item(s) Removed from the Consent Agenda for Separate Action
- 6.e. Approval of the Balance of the Consent Agenda
- 6.f. Approval of Item that was Previously Pulled for Separate Action
7. Proposed Executive Session to Discuss:
  - 7.a. The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Personnel Reports, Exhibit A and Exhibit B. (Exhibit B includes new potential hires and presented to the board under separate cover).  
[Authorized by 25 OKLA.STAT. Section 307 (B)(1) of the Oklahoma Open Meeting Act]
8. Vote to Convene into Executive Session
9. Acknowledge Board's Return to Open Session
10. Executive Session Minutes Compliance Announcement
11. Superintendent's Personnel Report / Items Discussed in Executive Session
  - 11.a. Approval of Superintendent's Personnel Reports, Exhibit A (and Exhibit B that was presented under separate cover)
12. New Business - This refers to any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda. Okla. Stat. tit. 25 Sec. 311(A)(9)
13. The next regular board meeting date is Monday, May 15, 2023, at 5:15 p.m., in the Shoemaker Center Auditorium.
14. Setting New Board Meeting Dates
15. Board Announcements
16. Adjournment

Date of Posting: April 14, 2023

Time of Posting: 4:30 p.m.

Location of Posting: Front door of Shoemaker Education Center, 753 NW Ft Sill Blvd and  
[www.lawtonps.org](http://www.lawtonps.org)

*Kw - Hi*

**LAWTON PUBLIC SCHOOLS  
Bonuses/Classroom Supplies  
2023-2024 School Year  
FY24 RECOMMENDATIONS**

**Retention Bonuses**

- 1) Provide a One-Time retention bonus for returning employees of \$500
- 2) Bonuses are prorated per FTE and are dependent upon employment dates

**New Teacher Bonuses**

- 1) Provide a One-Time \$500 bonus for brand new teachers with no experience (completion of training required)
- 2) Provide a One-Time \$250 bonus for experienced teachers who are new to LPS (completion of training required)

**Classroom Purchase**

- 1) Provide a One-Time \$100 classroom allocation to each classroom teacher
- 2) Funds will be added to each site principal's building allocation and orders will be placed through their office

**Total Cost of all three components is estimated to be \$1,225,000**

04/17/2023

RE: Retirement and placement of K-9 Officer Coco

Police K-9 Coco has faithfully served Lawton Public Schools for the past four years. Coco's service has been exceptional and greatly appreciated. Unfortunately, Police K-9 Coco's has medical issues affecting her ability to serve. Therefore, we recommend that Coco be retired.

Lawton Public Schools Police Department requests to relinquish all possession, responsibility, accountability, and ownership rights to Police K-9 Coco to Melody Tillman. Ms. Tillman has been Coco's handler since Coco came to Lawton Public Schools.

K-9 Coco has lived with Melody Tillman since becoming a Lawton Public Schools Police K-9 in 2019. With the approval of the Lawton Public School District and its Board, the district relinquishes all rights to possession, responsibility, accountability, and ownership, approving Police K-9 Coco to be adopted by Melody Tillman, upon signing the Lawton Public School Police Canine Adoption Form.

The undersigned (Melody Tillman), in consideration of taking possession, responsibility, accountability, and ownership of the police canine Coco (hereinafter referred to as "Coco"), as her personal pet, hereby releases the Lawton Public School District, which includes its officials, employees, and agents (hereinafter referred to as "District"), of all responsibility for any and all damages or injury inflicted upon or caused to the undersigned or any and all third parties which may arise from any future actions of Coco. The District having released to the undersigned all right, title, interest, or claim in or to Coco.

The undersigned acknowledges they are assuming the caregiving duties for the dog voluntarily and not at the direction of any person associated with the District and will receive no compensation for said caregiving duties. The undersigned agrees to assume all caregiving costs incurred by owning Coco, including but not limited to food, shelter, grooming, and medical expenses.

The undersigned agrees not to sell, assign, or transfer any rights to Coco without the prior permission of the District. The undersigned agrees not to use Coco for police or security-related activity, private business activity, substance detection, tracking, or in any other professional or work-related capacity.

The undersigned further agrees not to breed Coco.

Any claims arising from alleged damage or personal injury caused by Coco after this date will be the personal responsibility of the undersigned, who shall indemnify and hold the District harmless from any claim made due to the actions of Coco.

Terms accepted this 17<sup>th</sup> day of April, 2023 by:

Name: Melody Tillman

Board President: Zeldon Rice

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Chief Joshua Seely

Respectfully





**BUSINESS OPERATIONS**  
**Board Meeting Update**  
**April 17, 2023**

**Chief Operating Officer - Dr. Jason James**

- Playground/security fencing
  - Eisenhower ES out for bid.
  - Hugh Bish – 95% complete
- Whittier parking lot asphalt project complete
- Secure Entries construction/renovation at EHS, MHS, and MMS is complete. Finishing up with electronic employee badge reader system.
- Shoemaker heating/air renovation continuing
- Turf projects received city approval and scheduled to begin April 17<sup>th</sup>
- Central double secure entry in final stages
- LHS double secure entry to begin summer
- LHS/CMS security fence out to bid
- Summer projects
  - New Horizons renovations, floor wax, etc in progress
  - Double secure entries for Eisenhower, Carriage Hills, Mac Middle, Crosby Park, Hugh Bish, and LHS this summer

**Assessment & Accountability – Dr. Joan Gabelmann**

- OSTP State Testing Student Roster Verification/Updates
- OSTP GRs 3-8 State Testing Preparation Finalization
- CCRA GR 11 State Testing Make-Ups
- Albert Johnson Sr. Conference Center Architect Photo Shoot
- Albert Johnson Sr. Conference Center Event Meetings & Event Preparations
  - Lawton Library Chautauqua
  - Purple Star Ceremony
  - Native American Senior Celebration
  - Project Aware Military Celebration

**Child Nutrition - Daniel Ghrayyeb**

- No report

**Director of Elementary Curriculum - Lupe Ostruske**

- Facilitated and led an after hours PD for teachers and/or administrators who wanted more information regarding the Reading Sufficiency Act procedures for LPS. Time was also devoted for guidance on RTI practices or tips for acceleration for LPS students.
- Assisted in the planning and/or implementation of the district's strategic plan for all goal areas that involved LPS Curriculum. Reported progress to LPS Chairs in Goal Area 1, Goal Area 3, and Goal Area 4.
- Collaborated with LPS Ed Tech director to plan for LPS adopted programs for the 2023-2024 academic year.
- Collaborated with LPS Director of New Staff Development for LPS First Class Teacher's support from LPS Curriculum department for the 2023-2024 academic year.

- Collaborated with LPS Leadership for the 23-24 Pathway to Professional Development (PD) for the 2023-2024 academic year.
- Met with all vendors that provide programs for LPS students that enhance their learning or provide remediation. The main area of collaboration at this time with vendors is LPS goals for the 2023-2024 academic year. Vendors are also providing quotes for next year.
- Maintains communication with staff relative to curriculum implementation.

### **Diversity & Inclusion - Dr. Regina Deloach**

- Attendance of Sillacts & Planning for April 18, 2023, ACE presentation on Ft. Sill
- Delivering Purple Chords for the graduation of Military-Connected seniors
- Planning meetings for Dolly Parton's Imaginary Library with the community as well as LPS
- Planning of the Ministerial Alliance meetings with Mr. Hime
- Receiving the CU Empowering Women in STEM award
- Coordinating the LPS Purple Star Conference on April 13, 2023, at AJSCC from 1-2 pm
- Attending the Frontier Friends Induction Ceremony on April 14, 2023, at 5:00 pm
- Attending April 20, 2023, LPS Military Child Event at AJSCC from 5:30 pm-7:00 pm

### **Facilities Operations/Maintenance - Jack Hanna**

#### **Maintenance**

- Overhauling the old ASYMCA building for next school year
- Getting Washington Elem. ready for next school year
- Whiteboards installed in various locations
- Preparing for summer projects
- Assisting in AG Days

### **Transportation - Jay Hunt**

- Our Third Party Examiner, Arguell Harris, is now free to do exams without supervision from the Service OK staff.
- Preparing for PD in Durant for the annual state transportation conference in June
- Needing more bus monitors to cover special needs bus routes

### **Federal Programs - Teresa Donahue**

- Title I: Inventory updates; Site Title I Annual Program Reviews/Needs Assessments/Title I Schoolwide Plans
- Title I Homeless & Title IX McKinney-Vento: Determining eligibility and providing services to 1,245 LPS Homeless students
- FY23 Federal Programs claims, inventories and preparations for FY24 July 1 POs

### **Grants - Diane Landoll**

- Project AWARE is partnering with the Steven A. Cohen Military Family Clinic to host a military family event on April 20th from 5:30-7:00 pm at the Albert Johnson, Sr. Conference Center.
- Project AWARE is facilitating ongoing training on mental health for staff throughout the district.
- Indian Education is planning Senior Recognition Night on April 19th at 6:00 pm at the Albert Johnson, Sr. Conference Center.
- Indian Education is planning activities for summer and the beginning of 2023-2024 school year.
- Revised and submitted Plans of Study for Perkins V Grant
- Submitted DoDEA MCASP grant application and Letter of Intent for 21st Century

- Working on budget and documentation for Dept of Energy HVAC grant application and AP Materials grant applications with teachers

#### **Human Resources (Personnel and Payroll) - Jean Hastings**

- Preparing for District Career Fair to be held April 27, 4-5:30 pm at CMS
- Finalizing implementation of Job Description Software
- Completing DOL Hour and Labor recommendations from final conference
- Working with Special Services to meet paraprofessional credentialing requirements for OSDE Tier I and Tier II

#### **Information Technology - AJ Watson**

- No report

#### **Media Operations - Dave McDermott**

- Completed the entrance graphics on MHS and Cleveland Elementary
- Completed banners for the Lawton Public School Foundation Golf Tournament
- Completed banners for LHS senior baseball players

#### **New Staff Development - Stephanie Hime**

- I am currently planning, organizing, and scheduling for New Teacher Induction 2023-24.





**Athletics - Gary Dees**

- Sports Physicals
- Grid Iron Golf tournament

**Campus Police – Josh Seely**

- The Lawton Public Schools Police Department has retired K-9 Coco at this time due to health issues. Officer Tilman and Officer Miles are currently in the process of evaluating K-9's to replace Coco and Luke utilizing monies receive from a K-9 Grant awarded to the Department.
- The Lawton Public Schools Police Department has provided the Lawton Police Department with the Handle with Care Program. That program is currently being utilized by LPD and will be onboarded with Comanche Nation PD, Fort Sill PD, and the Comanche County Sheriff's Department

**Elementary Education – Lesa Sparks**

- Spring Accreditation-all went great with RAO
- Summer School
- 5<sup>th</sup> grade AG Day Field Trip

**Secondary Education – Teresa Jackson**

- Spring Accreditation
- Assessments

**Special Services – Diane Keene**

- Our LPS Special Education students participated in Great Plains Special Olympics Track and field events on Friday, March 31, 2023. State Special Olympics will take place in May at Oklahoma State University.
- Students in grades 3-8 and 11<sup>th</sup> grade are currently working through their Oklahoma Alternate Assessment Program.

## Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 1961 - 5000, Fund Codes: 11

11	1961	04/04/2023	25738	JAMES SUPPLIES LLC	YR LEASE PRORATED FOR APRIL, MAY, JUNE	318.75
11	1962	04/04/2023	28837	OTTER.AI INC	1 YEAR SUBSCRIPTION TO OTTER PRO TRANSCRIPTIONS	99.99
11	1963	04/04/2023	151826	LINDSEY R HOERBERT	PER DIEM FOR MEALS	88.50
11	1964	04/06/2023	27651	CENTRAL PRODUCTS LLC	ICE MAKER MODEL NSO922A-32, BIN B530P	9,042.55
11	1965	04/06/2023	802750	GREG W COX, INC	PRTS&LABR REPLACE GARAGE DOOR & SEAL/MAINT	2,351.72
11	1966	04/06/2023	12894	CDW GOVERNMENT, INC.	CISCO LICENSE	62.76
11	1967	04/11/2023	923872	SODEXO OPERATIONS LLC	NATIVE SENIOR REFRESHMENTS/APRIL 19, 2023	1,500.00
11	1968	04/11/2023	12058	COOPERATIVE COUNCIL FOR OKLAHOMA SCHOOL	CAC WORKSHOP REGISTRATION/6-14-2023	507.00
11	1969	04/11/2023	19005	AMAZON CAPITAL SERVICES INC	ARP HOMELESS #2 - STUDENT SUPPLIES	590.00
11	1970	04/11/2023	2875	POSITIVE PROMOTIONS	ARP HOMELESS #2 - STUDENT SUPPLY KITS	6,162.05
11	1971	04/11/2023	27881	WAXIE'S ENTERPRISE LLC	COVID19 PREVENTION - FACIAL TISSUE TRUCK LOAD	23,595.00
11	1972	04/11/2023	804316	OK FAM CAREER AND COMMUN LDRS OF AMERICA	FCCLA DISTRICT FEES/GAYLE STANTON	100.00
11	1973	04/11/2023	008316	DANIEL E SMITH	MEAL PER DIEM	160.00
11	1974	04/11/2023	902723	CPLP LLC	NAME PLATES	100.00
11	1975	04/12/2023	28834	CRICK SOFTWARE INC	CLICKER APP FOR STUDENT/RDG,/WRITING	660.00
11	1976	04/12/2023	11273	WINSUPPLY LAWTON	COVID19 PREVENTION - WATER BOTTLE FOUNTAIN FILTERS	23,360.68
11	1977	04/12/2023	12996	STATE DEPT OF EDUCATION	REPAYMENT OF 795 CLAIMS NEEDING ADJUSTMENT	167,997.65

<b>Non-Payroll Total:</b>	<b>\$236,696.65</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$236,696.65</b>

## Encumbrance Register

**Options:** Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 114 - 5000, Fund Codes: 21

21	114	04/04/2023	16781	DECKER INC	NO PARKING SIGNS	196.00
21	115	04/06/2023	28838	LIBERTY NATIONAL BANK	LEASE PURCHASE TURF PAYMENT PRINC/INT	11,303,137.28
21	116	04/06/2023	923639	CDBL INC	LABOR/MATLS FOR AG SHOP AT LRC	2,171,799.96
21	117	04/06/2023	923883	DEVINE ENTITIES	STORM DRAIN REPLACEMENT	80,000.00

**Non-Payroll Total:** \$13,555,133.24

**Payroll Total:** \$0.00

**Balance Forward:** \$0.00

**Report Total:** \$13,555,133.24

**LAWTON PUBLIC SCHOOLS**

**Encumbrance Register**

**Options:** Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 218 - 5000, Fund Codes: 33

33	218	04/04/2023	18272	B & H FOTO & ELECTRONICS CORP	LIVE STREAMING CAMERA	323.99
33	219	04/11/2023	903315	H LESTER SEIGER	CIVIL ENGINEERING/LINCOLN/PO#202 2-32-44	15,800.00
<b>Non-Payroll Total:</b>						<b>\$16,123.99</b>
<b>Payroll Total:</b>						<b>\$0.00</b>
<b>Balance Forward:</b>						<b>\$0.00</b>
<b>Report Total:</b>						<b>\$16,123.99</b>

Encumbrance Register

Options: Year: 2022-2023, Date Range: 7/1/2022 - 6/30/2023, PO Range: 1 - 5000, Fund Codes: 35

35	1	04/12/2023	928842	A.T.G-RAM INDUSTRIES LLC	LABOR & MATLS FOR RAM TURF- EHS/LHS/MHS FIELDS	9,985,900.00
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<b>Non-Payroll Total:</b>	<b>\$9,985,900.00</b>
<b>Payroll Total:</b>	<b>\$0.00</b>
<b>Balance Forward:</b>	<b>\$0.00</b>
<b>Report Total:</b>	<b>\$9,985,900.00</b>

LAWTON PUBLIC SCHOOLS

Change Order Listing

Options: Fund: GENERAL FUNDS, Year: 2022-2023, ReferenceDate: PO Date, Date Range: 4/4/2023 - 6/30/2023, Minimum Amount Change: \$200.00, Include Negative Changes: False

371	07/01/2022	298	SOUTHWEST CHEMICAL CO	FY STAND/PARTS & SUPPLIES	45,649.70
398	07/01/2022	010720	JAY R HUNT	FY STAND/REIMB FOR MISC PURCHASES	4,000.00
670	07/12/2022	25528	WAGNER SUPPLY CO INC	FY STAND/PARTS & SUPPLIES	3,519.03
920	07/26/2022	28244	ARBITERPAY TRUST ACCOUNT	ARBITER SPORTS/PAY-OFFICIAL FEES & TRANSACTIONS	15,000.00
1449	10/26/2022	802649	WALMART STORES EAST LP	FY STAND/INSTRUCTIONAL SUPPLIES	400.00
1634	12/07/2022	928733	LORI NEAL BOWMAN	GRANT WRITING AND CONSULTING	5,000.00
<b>Non-Payroll Total:</b>					<b>\$73,568.73</b>
<b>Payroll Total:</b>					<b>\$121,384.71</b>
<b>Report Total:</b>					<b>\$194,953.44</b>

Lawton Public Schools  
Lawton, Oklahoma

Administrative Services Division  
Purchasing Department

**Payroll Encumbrance Purchase Orders**

April 17, 2023

FY23 Payroll Encumbrance Purchase Order Numbers:

PO# 50000 - 52615

**LAWTON PUBLIC SCHOOLS  
SUMMARY OF FINANCIAL ACTIVITIES  
FY23 MARCH**

FUND	Beginning Period Balance	Outstanding Payments Beginning	Period Revenue	Paid FY22 (include wires,WC,&ADJ)	Outstanding Payments Ending	CASH BALANCE
GENERAL FUND (11)	\$ 38,145,058.85	\$ 4,405,896.14	\$ 13,671,158.33	\$ 10,971,545.56	\$ 5,034,797.47	\$ 41,473,572.95
BUILDING LEVY FUND (21)	\$ 16,000,648.06	\$ 15,646.18	\$ 64,440.10	\$ 73,732.22	\$ 53,326.85	\$ 16,029,036.61
MUNICIPAL TAX (26)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BOND (32)	\$ 1,037,823.19	\$ 25,791.22	\$ -	\$ 708,055.55	\$ 194,074.16	\$ 498,050.58
BOND 2017 (33)	\$ 5,295,177.16	\$ 13,749.84	\$ 3,556,634.78	\$ 74,302.88	\$ 27,540.80	\$ 8,791,300.02
LEASE PURCH (34)	\$ 1,520.88	\$ -	\$ 10,462,983.02	\$ -	\$ -	\$ 10,464,503.90
SINKING (41)	\$ 9,433,172.37	\$ -	\$ 248,642.88	\$ -	\$ -	\$ 9,681,815.25
ENDOW (50)	\$ 175,172.34	\$ -	\$ 3,243.24	\$ -	\$ -	\$ 178,415.58
ACTIVITY (60)	\$ 3,228,981.36	\$ 65,146.31	\$ 308,690.01	\$ 186,338.07	\$ 62,995.62	\$ 3,351,333.30
GIFTS (81)	\$ 6,500.00	\$ -	\$ 7,500.00	\$ -	\$ -	\$ 14,000.00
WC (83)	\$ 14,049.17	\$ -	\$ -	\$ 1,150.20	\$ -	\$ 12,898.97
	\$ 73,338,103.38	\$ 4,526,229.69	\$ 28,323,292.36	\$ 12,015,124.48	\$ 5,372,734.90	\$ 87,143,593.86





April 11, 2023

Board of Education  
Superintendent and Chief Financial Officer  
Lawton Independent School District No. 8  
Comanche County, Oklahoma  
Lawton, Oklahoma

We are pleased to propose our understanding of the services we would provide Lawton Independent School District No. 8, Comanche County, Oklahoma for the year ended June 30, 2023.

### **Audit Scope and Objectives**

We would audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Lawton Independent School District No. 8, Comanche County, Oklahoma as of and for the year ended June 30, 2023 in conformity with accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education, which differ from accounting principles generally accepted in the United States of America.

We would report on supplementary information other than RSI that accompanies Lawton Independent School District No. 8, Comanche County, Oklahoma's financial statements. We would subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole.

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedule: General fund and major special revenue funds
- 3) Schedule of expenditures of federal awards.
- 4) Combining nonmajor fund financial statements
- 5) Statement of changes in activity fund subaccounts

In connection with our audit of the basic financial statements, we would read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Statement of statutory fidelity and honesty bonds
- 2) Insurance affidavit

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance)

### **Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit**

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is

not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We would also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

1. Management override of controls
2. Improper revenue recognition
3. Unauthorized expenditures and use of restricted funds for unallowable purposes.
4. Proper support for payroll transactions

### **Audit Procedures—Internal Control**

We will obtain an understanding of the school district and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are

required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Lawton Independent School District No. 8, Comanche County, Oklahoma’s compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Lawton Independent School District No. 8, Comanche County, Oklahoma’s major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Lawton Independent School District No. 8, Comanche County, Oklahoma’s compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also prepare estimate of needs, the financial statements, schedule of expenditures of federal awards, and related notes of Lawton Independent School District No. 8, Comanche County, Oklahoma in conformity with accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit *under Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

We will perform the services in accordance with applicable professional standards. The other services are limited to the estimate of needs, the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Responsibilities of Management for the Financial Statements and Single Audit**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting and

financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the school district involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the school district received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the school district complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in

accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with accounting and financial reporting regulations prescribed or permitted by the Oklahoma State Department of Education; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to an exempt offering document with which Mary E. Johnson & Associates PLLC is not involved, you agree to clearly indicate in the exempt offering document that Mary E. Johnson & Associates PLLC is not involved with the contents of such offering document.

You agree to assume all management responsibilities the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the estimate of needs, financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the estimate of needs, financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever

for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

### **Engagement Administration, Fees, and Other**

We understand that your employees will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period. We will provide copies of our reports to the school district; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection

The audit documentation for this engagement is the property of Mary E. Johnson & Associates PLLC and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to Oklahoma State Auditor and Inspector or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Mary E. Johnson & Associates, PLLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release or for any additional period requested by the Oklahoma State Auditor and Inspector. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Mary E. Johnson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be \$43,000. This fee includes two federal programs as major for purposes of complying with the Uniform Guidance. Additional federal programs that are determined to be major, and thus included in the audit scope would be an additional \$3,000 per program. This fee includes compilation of the estimate of needs.

Our invoices for these fees will be rendered as follows as work progresses and are payable on presentation.

25% upon completion of estimate of needs

50% upon completion of fieldwork

25% upon delivery of final report

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

## **Reporting**

We will issue a written report upon completion of our Single Audit. Our report will be addressed to management and the board of education of Lawton Independent School District No. 8, Comanche County, Oklahoma. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose

We appreciate the opportunity propose service to Lawton Independent School District No. 8, Comanche County, Oklahoma and believe this letter accurately summarizes the significant terms of our proposal. If you have any questions, please let us know. If you agree with the terms of our proposal as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

A handwritten signature in cursive script that reads "Mary E. Johnson".

Mary E. Johnson & Associates, PLLC

RESPONSE:

This letter correctly sets forth the understanding of Lawton Independent School District No. 8, Comanche County, Oklahoma.

Board signature : \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Management signature : \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

04/17/2023

RE: Credit Cards

We are recommending that we transition from JP MORGAN CHASE credit cards to ARVEST credit cards.

Respectfully,



Lance Gibbs



**Minutes of the Lawton Public Schools Board of  
Education Regular Meeting  
Held on Thursday, April 6, 2023**

The Board of Education of Independent School District I-8, Comanche County, Oklahoma, met on Thursday, April 6, 2023 at 5:15 PM in the Shoemaker Center Auditorium, 753 NW Fort Sill Blvd, Lawton, Oklahoma.

**1-3 Call to Order, Pledge of Allegiance and Roll Call**

Mary Bradley, President, called the meeting to order. Superintendent Kevin Hime led the flag salute. Roll call indicated the following board members were present:

Mary Bradley:	Present
Carla Clodfelter:	Present
Elizabeth Fabrega:	Present
Patty Neuwirth:	Present
James Peay:	Absent
Zeldon Rice:	Present

**4. Recognition of Elizabeth Fabrega serving a new term of office for Area 3 Board Seat**

Elizabeth Fabrega was recognized as serving a new term of office for Area 3 Board Seat.

**5. Vote to reorganize the Board of Education**

**Motion Passed:** Motion to elect Zeldon Rice as Board President passed with a motion by Patty Neuwirth and a second by Carla Clodfelter.

Carla Clodfelter:	Yes
Elizabeth Fabrega:	Yes
Mary Bradley:	Yes
Patty Neuwirth:	Yes
Zeldon Rice:	Abstain

**Motion Passed:** Motion to elect Carla Clodfelter as Vice President and Patty Neuwirth as Board Clark passed with a motion by Elizabeth Fabrega and a second by Zeldon Rice.

Carla Clodfelter:	Yes
Elizabeth Fabrega:	Yes
Mary Bradley:	Yes
Patty Neuwirth:	Yes
Zeldon Rice:	Yes

**6. Special Guests/Special Recognitions - Kevin Hime and Mary Bradley.**

Keli Colins, Lawton Virtual Academy Middle School Principal, presented the various activities and events taking place at the Virtual Academy.

An update of Strategic Plan, Goal Area 3 was presented by chairperson, Jean Hastings.

Goal Area 3 - Personnel Enhancement

Objective 1 - Enhance staff through training and development

Initiative 1 - Professional Development Plan

Objective 2 - Improve student-centered use of technology

Initiative 1 - Technology Training

Objective 3 - Recruit and Retain Staff

Initiative 1 - Recruitment Plan

Initiative 2 - Retention Plan

**7. Discussion, consideration and vote to approve Lease Purchase Agreement dated as of April 6, 2023 with Liberty National Bank for the lease-purchase of artificial turf for the District's high school athletic fields and to adopt a Resolution approving the Lease Purchase Agreement, Development Agreement and Escrow Agreement and authorizing Kevin Hime, Superintendent, to execute the Lease Purchase Agreement, Development Agreement, Escrow Agreement and all other documents, certificates and instruments required to complete the transaction.**

**Motion Passed:** Motion to accept the Turf - Lease Purchase Agreement passed with a motion by Carla Clodfelter and a second by Patty Neuwirth.

Carla Clodfelter: Yes

Elizabeth Fabrega: Yes

Mary Bradley: Yes

Patty Neuwirth: Yes

Zeldon Rice: Yes

**8. Discussion with possible action to adopt a name for the ASYMCA (land swap property).**

**Moton passed** to adopt the name New Horizons Learning Center for the former ASYMCA. passed with a motion by Carla Clodfelter and a second by Mary Bradley.

Carla Clodfelter: Yes

Elizabeth Fabrega: Yes

Mary Bradley: Yes

Patty Neuwirth: Yes

Zeldon Rice: Yes

**9. Report of the Superintendent**

a. Superintendent's Announcement(s)

**10. Consent Agenda**

**(The following matters may be approved in their entirety by the Board upon motion made, seconded and passed by a majority vote of the Board members. However, upon request of any Board member, any one or more matters will be removed from the consent agenda and acted upon separately. Contracts are approved subject to review by the District's legal**

**counsel. Any or all of the public record items included within the consent agenda, i.e. minutes to be submitted for approval; purchase orders to be submitted for acceptance; financial report; proposed transfer of funds between activity accounts; and fund-raising event listings, may be examined at the Office of the Clerk of the Board of Education at the Shoemaker Center, 753 Fort Sill Blvd., Lawton, OK. An appointment to review records is requested.)**

a. Report of the Purchasing Agent/Encumbrance Clerk - Sheila Relf

1. Approve Purchase Orders

General Fund (11) Purchase Order Numbers 1930-1960

Building Fund (21) Purchase Order Number 113

Bond Fund (33) Purchase Order Numbers 216-217

2. Change Order Listing

3. Payroll Encumbrance Purchase Order Numbers

b. Report of the Activity Fund Custodian - LaQuinta Chambers

1. Activity Fund Transfers, Expenditures, Establishments, and Amendments

c. Approval of the Minutes of the March 23, 2023 Regular Board Meeting

d. Item(s) Removed from the Consent Agenda for Separate Action

e. Approval of the Balance of the Consent Agenda

**Motion Passed:** Motion to approve the balance of the consent agenda passed with a motion by Carla Clodfelter and a second by Mary Bradley.

Carla Clodfelter: Yes

Elizabeth Fabrega: Yes

Mary Bradley: Yes

Patty Neuwirth: Yes

Zeldon Rice: Yes

f. Approval of Item that was Previously Pulled for Separate Action

#### **11. Proposed Executive Session to Discuss:**

There was no Executive Session.

a. The employing, promoting, or receiving resignation(s) of individual certified and support salaried personnel as listed on the Personnel Reports, Exhibit A and Exhibit B. (Exhibit B includes new potential hires and presented to the board under separate cover).

[Authorized by 25 OKLA.STAT. Section 307 (B)(1) of the Oklahoma Open Meeting Act]

#### **12. Vote to Convene into Executive Session**

#### **13. Acknowledge Board's Return to Open Session**

#### **14. Executive Session Minutes Compliance Announcement**

#### **15. Superintendent's Personnel Report / Items Discussed in Executive Session**

a. Approval of Superintendent's Personnel Reports, Exhibit A's (and Exhibit B's that were presented under separate cover)

**Motion Passed:** Motion to approve the Superintendent's Personnel Report passed with a motion by Patty Neuwirth and a second by Mary Bradley.

Carla Clodfelter: Yes

Elizabeth Fabrega: Yes

Mary Bradley: Yes

Patty Neuwirth: Yes

Zeldon Rice: Yes

**16. New Business - This refers to any matter not known about or which could not have been reasonably foreseen prior to the time of posting of the agenda. Okla. Stat. tit. 25 Sec. 311(A)(9)**

There was no New Business.

**17. The next regular board meeting date is Monday, April 17, 2023, at 5:15 p.m., in the Shoemaker Center Auditorium.**

**18. Setting New Board Meeting Dates -** No new dates were set.

**19. Board Announcements**

Lawton Public School Foundation Golf Tournament is April 17, 2023

Teacher of the Year Celebration is April 18 @ 6:00 pm at Eisenhower Middle School.

All five board members attended the NSBA Summer Conference in Orlando, FL.

OSSBA Region 11 Meeting is April 27, 2023 at Flower Mound School.

**20. Adjournment**

The meeting adjourned at 5:52 p.m.

I, the undersigned clerk of the Board of Education of Lawton Public Schools, District I-8, Comanche County, Oklahoma, do hereby certify that prior notice of this meeting was given to the County Clerk of Comanche County, Oklahoma, listing the time, place, and date of the meeting. I also certify that at least 24 hours prior to the meeting, notice of the time and place and the agenda were posted in prominent view of the location of the meeting and in all respects Title 25, O.S. (Supp.) both inclusive, have been complied with fully.

Witness my hand and seal of the school district this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

School Seal:

\_\_\_\_\_  
Patty Neuwirth, Clerk of the Board

\_\_\_\_\_  
Schyla Brown, Minutes Clerk

\_\_\_\_\_  
Zeldon Rice, President

## HUMAN RESOURCES

### Personnel Report - Exhibit A

April 17, 2023

\*Denotes Retirement; \*\*Denotes never worked

The following RESIGNATIONS have been received:

#### CERTIFIED

NAME	ASSIGNMENT	END DATE
Erricson, Kylie	Teacher	5/19/2023
Hardy, Kristen	Teacher	5/19/2023
Renschen, Patrika	Teacher	5/19/2023

#### SUPPORT

NAME	ASSIGNMENT	END DATE
Fears, Payten	Cook	4/6/2023

### Personnel Report - Exhibit A - Temporary to Temporary

April 6, 2023

The following employments are recommended for employment and will be on temporary contracts during the 2023-2024 school year: Candidates must hold or obtain Oklahoma teaching certificate for FY24.

#### CERTIFIED

NAME	ASSIGNMENT	START DATE
Bird, Raven	Teacher	8/1/2023
Lawrence, Brianna	Teacher	8/1/2023

## HUMAN RESOURCES

### Personnel Report - Exhibit B

April 17, 2023

The following EMPLOYMENTS are recommended for temporary contracts during the 2023-2024 school year:

#### **CERTIFIED**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
Bracamonte, Christina	Teacher	8/1/2023
Howard, Angela	Teacher	8/1/2023
Jones, Kelly	Teacher	8/1/2023
Nguyen, San	Teacher	8/1/2023

The following EMPLOYMENT is recommended for administrative contract during the 2023-2024 school year:

Brown, Doug	Assistant Superintendent	6/1/2023
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#### **SUPPORT**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>START DATE</b>
Lovett, Makenzie	Occupational Therapist Asst.	4/5/2023