Agenda
Regular Meeting
Ponca City Board of Education
Administration Center, Board Room
613 East Grand Ave.
Ponca City, Oklahoma 74601
Monday, January 12, 2026
6:00 PM

1. **CALL TO ORDER**
    1. **Call Meeting to Order** ***(President)***
    2. **Flag Salute**
    3. **Roll Call** ***(Minutes Clerk of the Board)***
2. **PRESENTATIONS AND RECOGNITIONS**
    1. **Special Presentation to the Board Members in Appreciation for Their Years of Service to the Children of Ponca City**
    2. **Presentation of the Employee of the Month and Friend of Education Awards**
    The President of the Board will preside over presenting the January Employee of the Month and Friend of Education Awards to the following employees: **Certified Employee of the Month - Angela Shelton**
    Counselor, Roosevelt Elementary
    Support Employee of the Month - Jen Cargill
    Payroll Specialist Assistant, BOE
    Friend of Education - Allison Miller
    Community Health Foundation
3. **PUBLIC COMMENT**
    1. **Comments From the Public**
    The Ponca City Board of Education recognizes the value of public comment on educational issues and the importance of involving members of the public in board meetings. The board has established guidelines to govern public participation in board meetings and ensure orderly conduct. After checking in with the board clerk, individuals or groups wishing to speak during the public comment period must provide the following information, in writing, in order to speak before the board:

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

    Anyone who would like to speak to the board during the public comment period of the meeting must check in with the board clerk at least 15 minutes prior to the start

of the board meeting. There will be a form available they will need to fill out and return to the board clerk before they can be heard by the board.

Participants must be recognized by the president or other presiding officer and must preface their comments with an announcement of their name and group affiliation, if applicable. Comments of the speaker must relate to an item on the meeting agenda. Generally, participants shall be limited to comments of a maximum of three (3) minutes duration unless altered by the presiding officer, with the approval of the board. All public comments during any one regular meeting shall be limited to no more than fifteen (15) minutes. No participant may speak more than once during a single meeting. All statements shall be directed to the presiding officer; no participant may address or question board members individually.

For more information regarding Speaking Privileges of the Public, please refer to Board Policy 1.3-6.0 Speaking Privileges of the Public, which is available at the board meeting, or in the board policy manual located on the district website, www.pcps.us, under Board of Education.

4. **PRESENTATION FROM JENKINS & KEMPER ON ANNUAL AUDIT REPORT**
    1. **Consider and Take Action on Receiving Annual Audit Report from Jenkins & Kemper**
    Commentary: Caleb Carlson, from the district's auditing firm Jenkins & Kemper, will present the FY25 financial audit to the board. Erika Johnson will answer questions.
5. **REPORTS WITH POTENTIAL BOARD DISCUSSION** ***(Erika Johnson, Executive Director of Finance)***
    1. **OASC State Convention Financial Update**
    2. **Bond Project Financial Review**
6. **SUPERINTENDENT'S REPORT WITH POTENTIAL BOARD DISCUSSION**
    1. **District Updates**
7. **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.
    1. **Approval of the Minutes from the December 8, 2025, Board Meeting**
    2. **Approval of the Budget Analysis Reports**
    3. **Approval of the FY26 Budget Amendments**
    4. **Approval of the FY26 Bond Fund Reports**
    5. **Approval of the FY26 Change Order Listings as of January 8, 2026, for Funds 11, 21, 30, and 81**
    6. **Approval of FY26 General Fund 11 Encumbrances #960-#1013 in the amount of $116,958.79**
    7. **Approval of FY26 Building Fund 21 Encumbrances #139-#161 in the amount of $84,187.30**
    8. **Approval of FY26 Child Nutrition Fund 22 Encumbrances #90-#93 in the amount of $100,163.75**
    9. **Approval of FY26 Bond 34 Encumbrance #8 in the amount of $3,700.00**

10. **Approval of FY26 Gifts and Endowment Fund 81 Encumbrance #139 in the amount of $500.00**
11. **Approval of Booster Club Fundraiser Requests**
    Commentary: Booster Club Reports include Fundraiser Requests, Sanctioning Agreements, and Budgets
12. **Approval of Activity Fund Reports/Requests**
    Commentary: Activity Fund Reports include Activity Fund Requests, Budgets, Resolutions, and the Revenue/Expenditure Summary
13. **Approval of Treasurer's Reports**
    Commentary: Treasurer's Reports consist of the Investment Report, Cash Balance Report, and the Year-to-Date Revenue/Expenditures Report
14. **Ratification & Approval of Payrolls**
15. **Approval of a renewal agreement with CDW Education/CDW Amplified for Education, effective February 1, 2026, through January 31, 2028, for Chrome Gopher Premium software, which provides district-wide tools to support efficient management of Google accounts for teachers, staff, and students. The total cost is $3,700.00 and will come from Bond 34.**
16. **Approval of an agreement with the E.W. Marland Estate for rental of the facility to host the Ponca City High School Prom on April 18, 2026. Total cost is $1,750.00 and will come from the Activity Fund.**
17. **Approval of a contract with Kirkhart Entertainment to provide a DJ for the prom on April 18, 2026. Total cost is $1,500.00 and will come from the Activity Fund.**
18. **Approval of a ratification of an agreement between Northwestern Oklahoma State University (NWOSU) and Ponca City Public Schools (PCPS), effective October 16, 2024, through October 15, 2027, wherein PCPS agrees to provide the authorization, supervision, and instruction of NWOSU candidates completing the University's nursing education program. This would include activities such as observation, job-shadowing, and other activities as approved by both NWOSU and PCPS. This is year two of a three-year agreement. There is no cost to the district.**
19. **Approval of an agreement with the Oklahoma Department of Human Services (ODHS), effective for the 2025-2026 school year. Ponca City Public Schools (PCPS) participates in the USDA/National School Breakfast and Lunch Program and receives a meal assistance allocation for commodities based on the number of reimbursable meals served. The commodity allocation or credit is handled by the ODHS who assesses a storage/handling fee based on the total dollars allocated for commodities. PCPS also pays the commodity storage fee for St. Mary's since they contract with PCPS to provide meals. This is an annual amount paid for warehousing and delivering the commodities. The total cost is $6,178.94 and will be paid from Fund 22.**
20. **Approval of a contract with Photography By Jes to provide photos at the Promenade and inside photo booth on April 18, 2026. The total cost is $450.00 and will come from the Activity Fund.**
21. **Approval of a quote from Photography By Jes, dated June 19, 2025, for session fees to take head shots for principals and Executive Directors on January 15,**

2026. The total cost for 40 employees is $2,250.00 and will come from the General Fund.

22. **Approval of a quote from RTI Scheduler, effective January 1, 2026, through June 30, 2026, for a software license for 1,300 students at the Ponca City High School. The quote also includes virtual training and consulting. The total cost is $2,300.00 and will come from the Gap Grant 515.**
23. **Approval of a quote from XtraMath, effective January 1, 2026, through May 31, 2026, for an XtraMath premium license for math fact fluency for West Middle School. This quote includes unlimited teacher and student access. The total cost is $250.00 and will come from Title I funds.**
24. **Approval to rescind the contract originally approved on June 9, 2025, between the District and Angela Montenegro, effective December 31, 2025, due to a change in the contractor's legal entity and federal tax identification number (EIN).**

8. **ACTION ITEMS (MOTION REQUIRED)**
    1. **Consider and Take Action to Approve the District's Annual Application to the Oklahoma State Department of Education for Designation of Federal Program Authorized Representatives**
    Commentary: Approval of the annual submission is required by the Oklahoma State Department of Education (OSDE) to designate district personnel authorized to access and certify federal program information through the OSDE Single Sign-On system. Due to OSDE's Multi-Factor Authentication (MFA) security requirements, these permissions must be renewed each fiscal year to verify that the individuals listed remain current employees and authorized representatives of the district. The individuals designated for submission are Barbara Cusick, Teri Vogele, and Tracy Zimmerschied.
    2. **Consider and Take Action on the following Contracts/Agreements:**
        A. **An agreement with Angela's Academic Assessment (formerly doing business as Angela Montenegro, NCSP, M.S., Ed.S. , M.S.) for school psychology services**
        Commentary: Approval of an agreement with Angela's Academic Assessment to provide school psychology services for district students, effective January 6, 2026, through May 22, 2026. Services will be provided onsite at a rate of $66.00 per hour for up to three (3) days per week, not to exceed eight (8) hours per day, with up to eight (8) additional hours per week permitted remotely at the same hourly rate. Mileage for travel from Belle Plaine, Kansas, to Ponca City, Oklahoma, will be reimbursed at the federal mileage rate, not to exceed 122 miles per day. The total estimated cost of the agreement shall not exceed $41,250.00 and will be paid from the General Fund/Special Services.
        B. **A Statement of Understanding between Oklahoma State School Boards Association (OSSBA) and Ponca City Public Schools (PCPS), effective January 12, 2026, through December 31, 2026, for Continuous Strategic Improvement (CSI) services**
        Commentary: Continuous Strategic Improvement (CSI) services are for facilitating and developing a five-year strategic plan for Ponca City Public Schools. Services include district-wide stakeholder engagement, development of

a comprehensive strategic plan, a digital scorecard, a Year One plan review, and printed copies of the final plan. Based on the district's number of instructional sites, the total cost is $52,000.00 and will be paid from the General Fund.

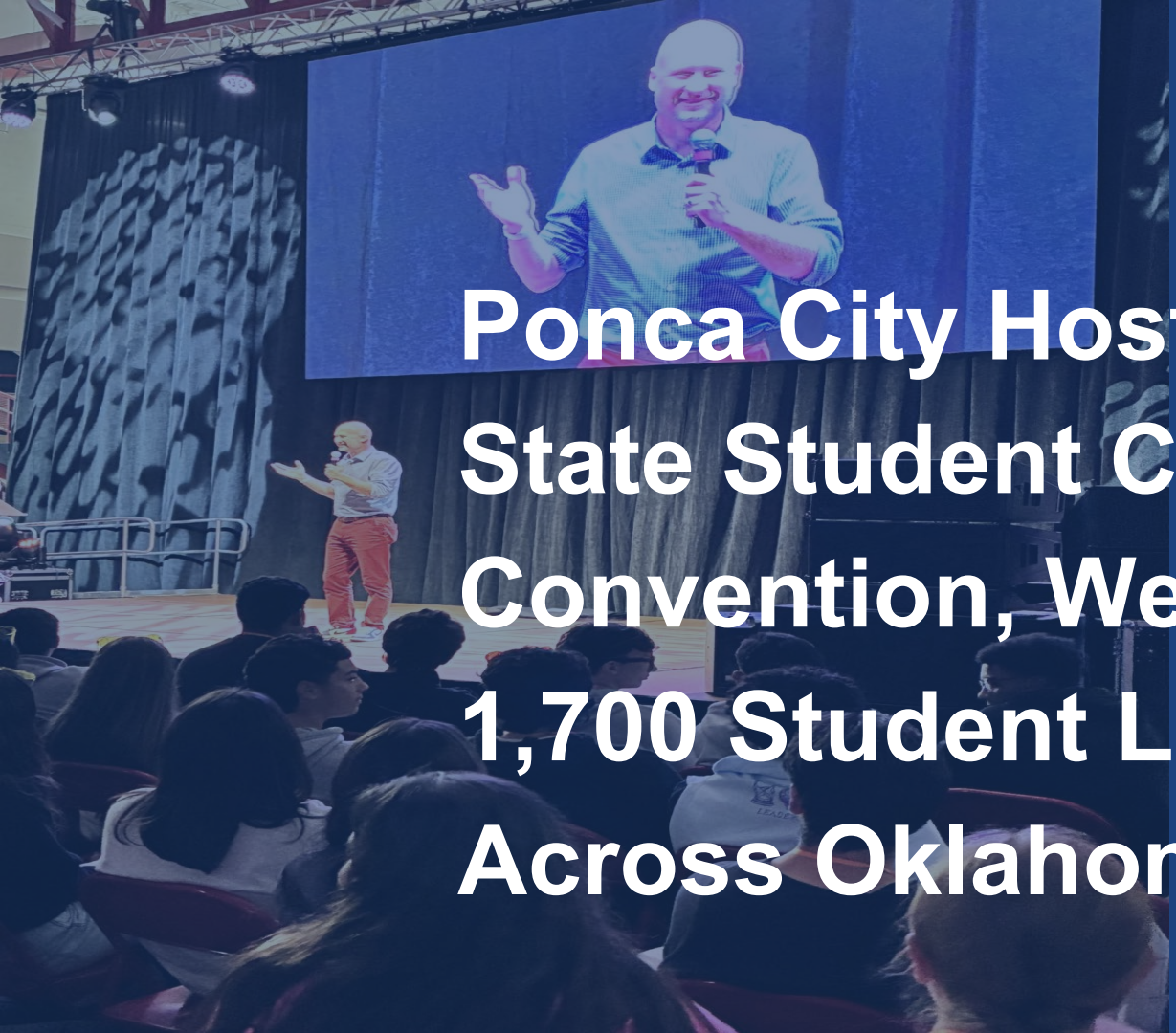
C. **An agreement with Oklahoma State School Boards Association (OSSBA), effective January 12, 2026, through December 31, 2026, to provide Facility Planning Services for the District**
Commentary: OSSBA's Facility Planning Services will provide the data and analysis necessary to support future bond planning and long-range capital decisions. Enrollment forecasting and district-wide facility assessments will identify capacity needs, facility conditions, and priority projects, while community listening sessions will help ensure stakeholder input is incorporated into the process. Together, these components establish a clear, defensible foundation for developing bond proposals that align with district needs and community expectations. The total cost is $43,418.00 and will come from the General Fund.

3. **Motion and Vote to Convene in Executive Session for the Following Purposes: to Discuss the Possible Termination, Reassignment, Resignation, and Employment of Personnel on the Attached Detailed Personnel Report [Authority for Executive Session: 25 O.S. Section 307 (B)(1)]; to Discuss the Resignation of Elizabeth Post Pursuant to OKLA. STAT. tit. 25, § 307 (B)(1) & (7); to Discuss the Superintendent of Schools' Contract [Authority for Executive Session: 25 O.S. Section 307 (B)(1)]; and to Discuss Employment of Superintendent [Authority for Executive Session: 25 O.S. Section 307 (B)(1)]**
4. **Return to Open Session.**
5. **Recital by Board President that Minutes of Executive Session Were Kept by the Board Minutes Clerk and Will Remain Confidential**
6. **Discussion and Vote to Either Approve the Resignation Agreement with Elizabeth Post and Accept her Resignation or Not Approve the Resignation Agreement with Elizabeth Post and Not Accept Her Resignation**
7. **Consider and Take Action on Ratification/Renewal of the Contract or New Contract for the Superintendent of Schools**
8. **Consider and Take Action on Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel**
9. **NEW BUSINESS**
10. **ADJOURNMENT (Motion required)**

The agenda was posted on the inside of the front east window of the Administration Building located at 613 E. Grand Avenue and on the district website located at www.pcps.us on January 8, 2026, at 2:00 p.m.

OASC State Convention
Financial Update

Ponca City Public Schools Student Council
NOVEMBER 2025



Ponca City Hosted Oklahoma State Student Council Convention, Welcomed Over 1,700 Student Leaders from Across Oklahoma

Revenue

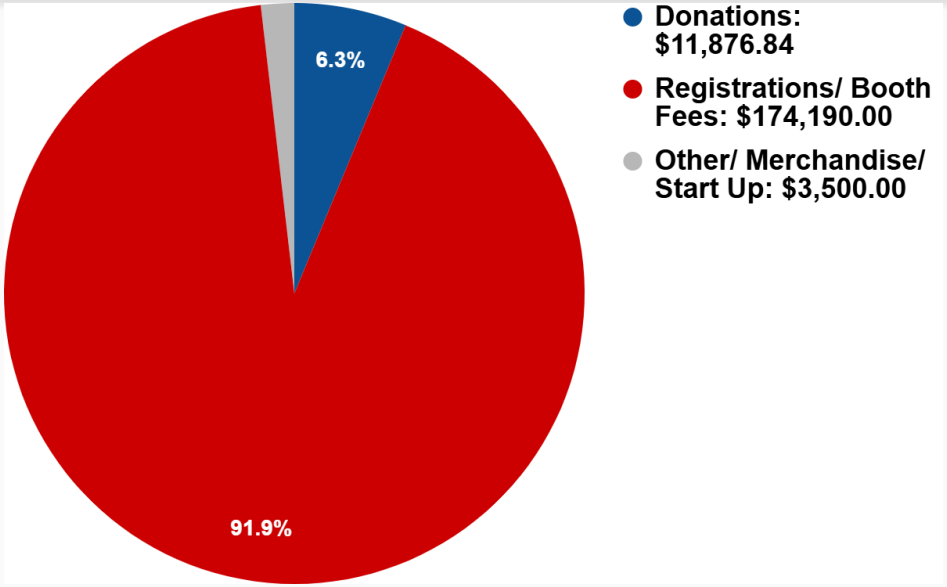
Community Donations, Conference Registration, Exhibit Booth Rentals, Other Miscellaneous Sources

Total Revenue: $189,566.84

Donations: $11,876.84

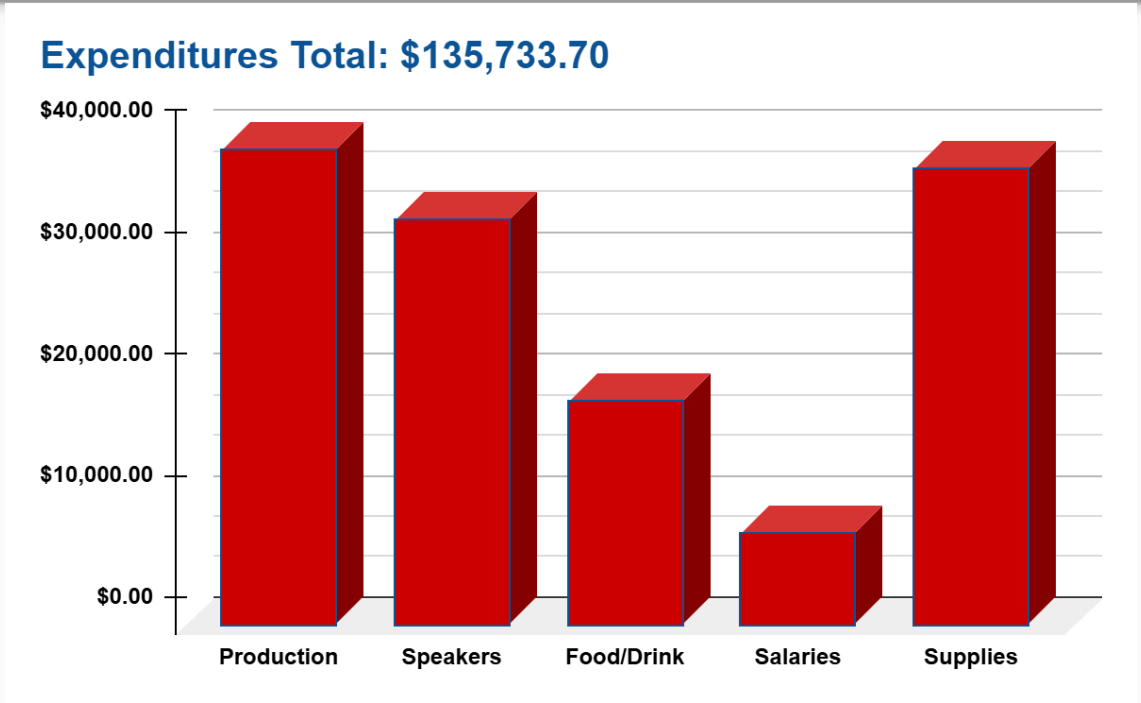
Registrations/Booth Fees: $174,190.00

Other/Merchandise/Start Up: $3,500.00

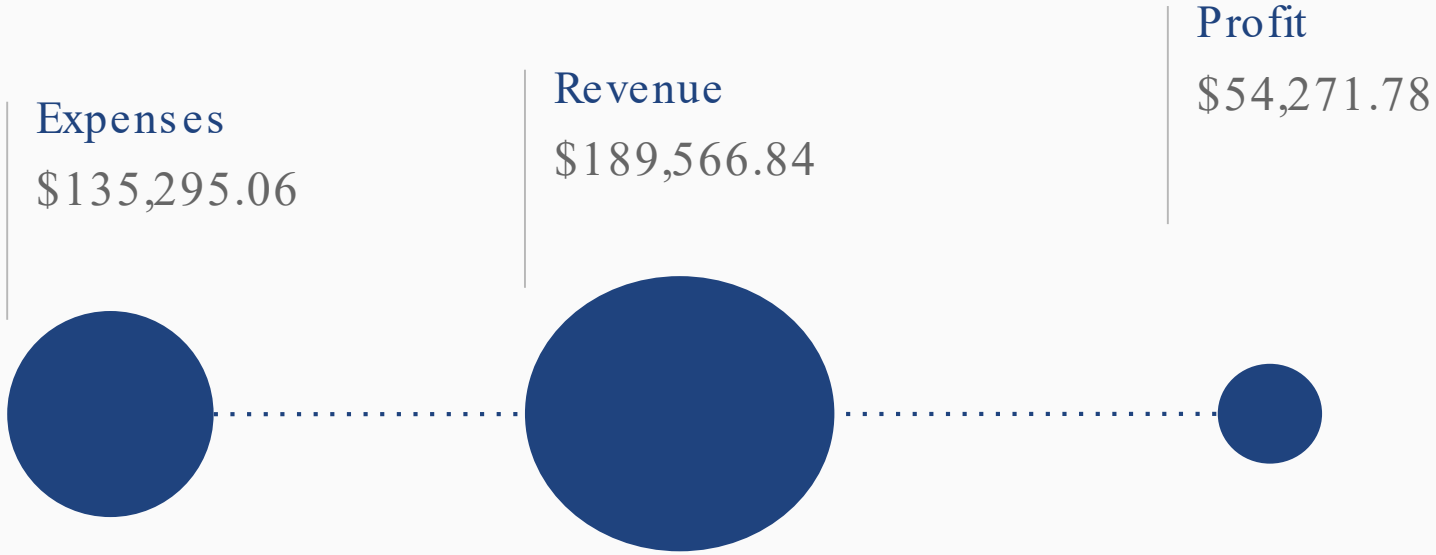


Expenses

Production Costs, Keynote Speakers, Meals, Personnel Salaries, Other Supplies



Profit: $54,271.78





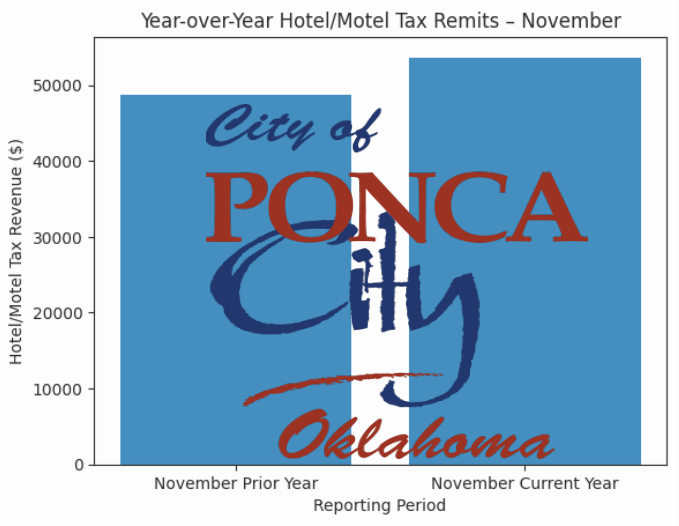
City Reports

Hotel/Motel Tax for November Year over Year

Positive Economic Impact in our Community:

$4,990.03 increase for November Hotel/Motel Tax.

November Hotel/Motel Tax revenue increased **10.26% year over year**, totaling **$53,639.20**, signaling the positive impact in local tourism and economic activity



Conclusion & Impact



Financial Success: The event exceeded financial expectations, yielding a profit of $54,271.78.

Community Impact: The convention filled all hotel rooms in Kay County, with guests extending to Stillwater, underscoring its tremendous positive impact on the local economy.

Organizational Acclaim: The convention was hailed as one of the most engaging and well-organized OASC events in recent years.



Thank you.

We appreciate students, staff, and community volunteers who ensured the convention's success.

BOND PROJECT



Financial Review

By Erika Johnson
Executive Director of Finance

Included.

01 BOND SERIES 2022

02 LESS BOND FEES

03 TOTAL ENCUMBRANCES

04 OTHER FUNDS USED

Bond Funds Series 2022

	Bond 33	Bond 34	Bond 35	Bond 36 (Sale in 2026)	LRB 30	TOTAL
Amount of Sale	$7,410,000.00	$17,400,000.00	$13,100,000.00	$11,840,000.00	$32,490,485.60	$82,240,485.60
$ Fee/$ Issuance	-$149,950.00	-$29,450.00	-$86,250.00	-$86,250.00	-$1,860,951.11	-$2,212,851.11
$ LRB Acquisition	$0.00	-$14,915,270.00	-$10,615,910.00	-$9,355,750.00		-$34,886,930.00
$ Textbook/Technolgy	-$1,200,000.00	-$2,400,000.00	-$2,400,000.00	-$2,400,000.00		-$8,400,000.00
$ Deposit to Bank	$6,060,050.00	$55,280.00	-$2,160.00	-$2,000.00	$30,629,534.49	$36,740,704.49
Interest	*$133,088.34*	*$319,753.55*	*$96,942.27*		*$1,690,805.56*	*$2,240,589.72*
$ to Spend on Projects	$6,193,138.34	$375,033.55	$94,782.27	-$2,000.00	$32,320,340.05	$38,981,294.21

	PROJECTED TOTAL EXPENSE AT BOND ELECTION:	*Approx. Less Bond Fees*
Washington PreK	*$537,145.00*	*$481,819.07*
Anderson STEM	*$5,238,810.00*	*$4,699,212.57*
Liberty	*$2,186,365.00*	*$1,961,169.41*
HS Fire Alarm	*$610,278.00*	*$547,419.37*
Howell/MSB/Commons	*$1,115,938.00*	*$1,000,996.39*
STEM Furniture	*$296,675.00*	*$266,117.48*
Concert Hall Classroom	*$4,817,843.00*	*$4,321,605.17*
Paving/Resurfacing	*$1,029,432.00*	*$923,400.50*
EMS	*$107,759.00*	*$96,659.82*
Softball Field	*$1,065,818.00*	*$956,038.75*
Baseball Field	*$2,082,403.00*	*$1,867,915.49*
Tennis Complex	*$2,181,000.00*	*$1,956,357.00*
Fine Arts	*$1,849,816.00*	*$1,659,284.95*
Indoor/Outdoor Facility	*$14,869,601.00*	*$13,338,032.10*
WMS/WCA	*$796,546.00*	*$714,501.76*
HS Main Office	*$2,028,163.00*	*$1,819,262.21*
Band Equipment	*$536,408.00*	*$481,157.98*
Project Total	***$41,350,000.00***	***$37,090,950.02***
Technology	$7,000,000.00	$7,000,000.00
Textbooks	$1,400,000.00	$1,400,000.00
Total Bond	$49,750,000.00	$45,490,950.02





Finances Project by Project

	Approx. Less Bond Fees	Total Current Encumbrance
000- Payment for Property		$321,872.00
Washington PreK	*$481,819.07*	$333,172.44
Anderson STEM	*$4,699,212.57*	$7,509,325.50
Liberty	*$1,961,169.41*	$928,742.31
LRB/Professional Services		$2,040,351.11
HS Fire Alarm	*$547,419.37*	$512,993.53
Howell/MSB/Commons	*$1,000,996.39*	$2,271,135.43
STEM Furniture	*$266,117.48*	$287,506.50

Red exceeded the budgeted amount per the bond language.
Green came in under the budgeted amount per the bond language.

Finances Project by Project

	Approx. Less Bond Fees	Total Current Encumbrance
Concert Hall Classroom	*$4,321,605.17*	$5,933,911.16
Paving/Resurfacing	*$923,400.50*	$193,627.50
EMS	*$96,659.82*	$113,927.28
Softball Field	*$956,038.75*	$1,952,033.06
Baseball Field	*$1,867,915.49*	$2,561,390.70
Tennis Complex	*$1,956,357.00*	$2,483,379.20
Fine Arts	*$1,659,284.95*	$837,976.80







Red exceeded the budgeted amount per the bond language.
Green came in under the budgeted amount per the bond language.
Highlighted are still in progress/awaiting final bills

Finances Project by Project



	Approx. Less Bond Fees	Total Current Encumbrance
Indoor/Outdoor Facility	*$13,338,032.10*	$16,319,302.58
WMS/WCA	*$714,501.76*	$633,873.34
HS Main Office	*$1,819,262.21*	$1,676,437.16
Band Equipment	*$481,157.98*	$533,146.97
Project Total	***$37,090,950.02***	$45,403,753.46

			Received to Date:
Technology	$7,000,000.00	**$2,996,877.36**	$5,000,000.00
Textbooks	$1,400,000.00	**$469,245.50**	$1,000,000.00
Total Bond	$45,490,950.02	$48,869,876.32	

Red exceeded the budgeted amount per the bond language.
Green came in under the budgeted amount per the bond language.
Highlighted are still in progress/awaiting final bills

IN REVIEW

	Bond 33	Bond 34	Bond 35	Bond 36 (Sale in 2026)	LRB 30	TOTAL
Amount of Sale	$7,410,000.00	$17,400,000.00	$13,100,000.00	$11,840,000.00	$32,490,485.60	$82,240,485.60
$ Fee/$ Issuance	-$149,950.00	-$29,450.00	-$86,250.00	-$86,250.00	-$1,860,951.11	-$2,212,851.11
$ LRB Acquisition	$0.00	-$14,915,270.00	-$10,615,910.00	-$9,355,750.00		-$34,886,930.00
$ Textbook/Technolgy	-$1,200,000.00	-$2,400,000.00	-$2,400,000.00	-$2,400,000.00		-$8,400,000.00
$ Deposit to Bank	$6,060,050.00	$55,280.00	-$2,160.00	-$2,000.00	$30,629,534.49	$36,740,704.49
Interest	*$133,088.34*	*$319,753.55*	*$96,942.27*		*$1,690,805.56*	*$2,240,589.72*
$ to Spend on Projects	$6,193,138.34	$375,033.55	$94,782.27	-$2,000.00	$32,320,340.05	$38,981,294.21

We have **$45,403,753.46** encumbered for all the of the projects. The highlighted amount **$38,981,294.21** is the total monies we have available in Bond Funds to pay for the Projects in Bond Series 2022.

We had to use *General Fund and Building Fund* to supplement Bond Dollars to complete all of the projects identified by the bond language.







Encumbrances in Other Funds

$5,032,180.26 General Fund Total
$3,147,804.50 General Fund
ESSER
$1,884,375.76 General Fund

$2,015,853.20 Building Fund

	Bond Encumbrances	GF and BF Encumbrances
000- Payment for Property	$321,872.00	$0.00
Washington PreK	$333,172.44	$0.00
Anderson STEM	$7,479,859.13	$29,466.37
Liberty	$118,952.70	$809,789.61
LRB/Professional Services	*$2,040,351.11*	*$0.00*
HS Fire Alarm	$512,993.53	$0.00
Howell/MSB/Commons	$620,011.23	$1,651,124.20
STEM Furniture	$287,506.50	$0.00
Concert Hall Classroom	$5,933,911.16	$0.00
Paving/Resurfacing	$44,528.00	$149,099.50
EMS	$113,927.28	$0.00
Softball Field	$1,952,033.06	$0.00
Baseball Field	$2,561,390.70	$0.00
Tennis Complex	$2,479,758.63	$3,620.57
Fine Arts	$62,684.80	$775,292.00
Indoor/Outdoor Facility	$14,574,037.13	$1,745,265.45
WMS/WCA	$137,984.51	$495,888.83
HS Main Office	$287,950.23	$1,388,486.93
Band Equipment	$533,146.97	$0.00
Project Total	$38,355,720.00	$7,048,033.46
Technology	$3,000,577.36	$0.00
Textbooks	$469,245.50	$0.00
Total Project/ Technology/ Textbooks	$41,825,542.86	$7,048,033.46

Delivering Tangible Improvements

Through strong board leadership, careful planning, and ongoing financial oversight, the 2022 Bond Series Projects have progressed responsibly and transparently. Bond funds were strategically managed project-by-project to ensure alignment with bond language while maintaining fiscal accountability.

Where necessary, the Board authorized the appropriate use of General Fund and Building Fund resources to supplement bond dollars, ensuring all voter-approved projects moved forward without interruption.

This collaborative approach reflects the Board’s commitment to:

- Completing all identified bond projects
- Maintaining compliance and financial integrity
- Responsibly leveraging multiple funding sources when required
- Delivering tangible improvements for students, staff, and the community

Overall, the successful management of the 2022 Bond Program demonstrates prudent stewardship of public funds and highlights what can be accomplished through informed governance, clear direction, and disciplined financial oversight.

Thank You

By Erika Johnson

Executive Director of Finance

January 2026



A Complete Planning Framework for Our Students and Our Community

Tonight, we present two essential proposals that form one unified vision for our district's future for a comprehensive framework for strategic planning and facility development.

Made with GAMMA

OUR RESPONSIBILITY

Planning Intentionally for Tomorrow

As a Board and district, our responsibility extends beyond managing today. We must plan intentionally for tomorrow for our students, our staff, and our community.

Planning without clarity of vision risks drifting. Investing without understanding capacity and facilities risks misalignment.



Continuous Strategic Improvement

Defines our direction and vision

Facility Planning Services

Ensures our infrastructure supports that vision

Made with GAMMA

Why This Work Matters Now

> Little in our community is more precious than the hopes and dreams of our children.

Expectations for public schools continue to rise across academic growth, safety, transparency, and responsible stewardship. M eeting these expectations requires intentional planning grounded in data and shaped by community voice.

1

Academic Growth

Ensuring every student is ready for their next step

2

Safety & Security

Protecting our students and staff

3

Transparency

Building trust through open communication

4

Stewardship

Honoring community resources responsibly



STRATEGIC DIRECTION

Continuous Strategic Improvement: Defining Our Direction

Continuous Strategic Improvement (CSI) is a research-based, four-phase planning process developed specifically for Oklahoma school districts. This framework helps answer our most important questions and creates a living five-year strategic plan.

Essential Questions We'll Answer

- Who are we as a school community?
- What do we want for our students?
- Where are we now?
- How will we know we're making progress?



Made with GAMMA

The Four Phases of Continuous Strategic Improvement



Phase I: Engage

Listen to community, staff, parents, and students. Gather data, identify shared values, and clarify expectations.



Phase II: Plan

Analyze data and establish priorities. Develop goals and performance objectives to guide our work.



Phase III: Act

Define clear SMART goals with action steps and timelines. Transform planning into meaningful implementation.



Phase IV: Achieve

Board approves and district implements. Progress reviewed annually to ensure accountability and improvement.

CSI is a living framework that includes annual review and adjustment to stay relevant and effective.

Made with GAMMA



INFRASTRUCTURE

Facility Planning: Ensuring We Can Deliver on the Vision

Facility planning is about creating learning environments that support quality instruction, safety, and student success. It e nsures we can realistically support the vision CSI helps us define.

01

Do our buildings align with educational priorities?

02

Do we have the right capacity in the right places?

03

Are we planning for enrollment trends, not assumptions?

04

Are we listening to the community before making decisions?

Made with GAMMA

Scope of Facility Planning Services

This recommendation focuses on four key components, intentionally excluding technology planning to remain disciplined and focused on core infrastructure needs.

Enrollment Forecasting

Five-year projections by grade, capacity analysis for each building, and data to guide boundary and expansion decisions.

Facility Assessments

Building-by-building inspections, needs assessments with cost estimates, and options aligned to our vision.

Community Listening Sessions

Four to six facilitated stakeholder sessions with structured feedback and comprehensive reporting by group.

Information & Communication Planning

Clear, factual communication strategies with timelines, messaging guidance, and transparency throughout.

Made with GAMMA



Why These Two Processes Belong Together

Stronger Together

Without Continuous Strategic Improvement, facility planning lacks purpose. Without facility planning, strategic improvement lacks feasibility.

One defines **where we are going**. The other ensures **we can realistically get there**.

Alignment

Vision and infrastructure moving forward together

Clarity

Confident long-term decision-making

Reduced Risk

Protection for future capital investments

This is about doing the **right work, in the right order, for the right reasons**.

Made with GAMMA

GOVERNANCE & TRUST

Strengthening Governance and Stewardship



Together, these processes strengthen governance and demonstrate thoughtful leadership that respects taxpayer trust.

Vision-Focused Leadership

Keeping the Board focused on outcomes and student success

Strategic Alignment

Connecting policy, planning, and future investments

Transparent Process

Demonstrating fiscal discipline and accountability

Community Engagement

Involving stakeholders before major decisions

> The combined investment is modest when viewed against the long-term decisions it informs. This planning protects far larger investments by ensuring decisions are data-driven, community-informed, and aligned to student needs.

Made with GAMMA

Recommendation and Next Steps

Board Recommendation

I recommend the Board approve engaging the Oklahoma State School Boards Association for **Continuous Strategic Improvement** and **Facility Planning Services** (excluding the technology assessment component).

Together, these services form a comprehensive planning framework that aligns our vision for students with the realities of our facilities and enrollment.



Dream Together



Plan Intentionally



Act Responsibly



Achieve with Accountability

> This work ensures that our students' futures are shaped by intentional planning, not chance or short-term thinking. This is how we honor our students, our staff, and our community.

Made with GAMMA

Ponca City Public Schools
Regular Board of Education Meeting
Administration Center, Board Room, 613 East Grand Ave., Ponca City, Oklahoma 74601
Monday, December 8, 2025 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 Dec. 4, 2025, at 10:30 a.m.)

1. CALL TO ORDER

1.1. **Call Meeting to Order** - ***President***

1.2. **Flag Salute**

1.3. **Roll Call** - ***Minutes Clerk***
Attendance Taken at 6:00 PM.

Robin Riley:	Present
Anna Roland:	Present
Judy Throop:	Present
Joe Vaden:	Present
Nancy Zimmerschied:	Present

2. PRESENTATIONS AND RECOGNITIONS

2.1. **Recognition of the Ponca City High School Student Council Members, Sponsors Betsy Easley and Haley Crowder, and Student Council President Jaycee Davis** -***Adam Leaming***

2.2. **Presentation of the Employee of the Month and Friend of Education Awards**
The President of the Board will preside over presenting the December Employee of the Month and Friend of Education Awards to the following:

Certified Employee of the Month - Cristyn Casey
Internship Teacher, Ponca City High School
Support Employee of the Month - Raylee Gardner
Teacher Assistant, Union Elementary
Friend of Education - The Opportunity Center

3. PUBLIC COMMENT

3.1. **Comments From the Public**
The Ponca City Public School Board of Education recognizes the value of school governance of public comment on educational issues and the importance of involving members of the

public in board meetings. The board has established guidelines to govern public participation in board meetings necessary to conduct its meetings and to maintain order. After checking in with the board clerk, individuals or groups wishing to speak during the public comment period must provide the following information, in writing, in order to speak before the board:

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

Anyone who would like to speak to the board during the public comment period of the meeting must check in with the board clerk at least 15 minutes prior to the start of the board meeting. There will be a form available they will need to fill out and return to the board clerk before they can be heard by the board.

Participants must be recognized by the president or other presiding officer and must preface their comments with an announcement of their name and group affiliation, if applicable. Comments of the speaker must relate to an item on the meeting agenda. Generally, participants shall be limited to comments of a maximum of three (3) minutes duration unless altered by the presiding officer, with the approval of the board. All public comments during any one regular meeting shall be limited to no more than fifteen (15) minutes. No participant may speak more than once during a single meeting. All statements shall be directed to the presiding officer; no participant may address or question board members individually.

For more information regarding Speaking Privileges of the Public, please refer to Board Policy 1.3-6.0 Speaking Privileges of the Public, which is available at the board meeting, or in the board policy manual located on the district website, www.pcps.us, under Board of Education.

4. **Vote to Recess Regular Board Meeting and Call a Public Hearing for Tribal Leaders and Native American Parents to Discuss the Participation of Native American Students in Educational Programs, to Comment on Educational Programs, and to Review Section 2.3 of the Board Policy "Native American Community Relations."**

Motion to Recess Regular Board Meeting and Call a Public Hearing for Tribal Leaders and Native American Parents to Discuss the Participation of Native American Students in Educational Programs, to Comment on Educational Programs, and to Review Section 2.3 of the Board Policy "Native American Community Relations.". This motion, made by Nancy Zimmerschied and seconded by Judy Throop, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

4.1. **Vote to Return to Regular Session**

Motion to Return to Regular Session. This motion, made by Nancy Zimmerschied and seconded by Judy Throop, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

5. SUPERINTENDENT'S REPORT WITH POTENTIAL BOARD DISCUSSION

5.1. **Year in Review**

5.2. **District Updates**

6. 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 6.1-6.20 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 Nancy Zimmerschied and seconded by Anna Roland, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

6.1. **Approval of the Minutes from the November 10, 2025, Regular Board Meeting and the Minutes from the November 12, 2025, Special Board Meeting**

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

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

6.4. **Approval of the FY26 Bond Fund Updates**

6.5. **Approval of the FY26 Change Order Listing as of December 3, 2025, for Funds 11, 21, Bond Fund 33, and 81**

6.6. **Approval of FY26 General Fund 11 Encumbrances #891-#959 in the amount of $93,361.16**

6.7. **Approval of FY26 Building Fund 21 Encumbrances #128-#138 in the amount of $41,601.43**

6.8. **Approval of FY26 Child Nutrition Fund 22 Encumbrances #87-#89 in the amount of $181,178.94**

6.9. **Approval of FY26 Bond Fund 34 Encumbrance #7 totaling $16,987.00**

6.10. **Approval of FY26 Gifts and Endowment Fund 81 Encumbrances #137-#138 in the amount of $1,634.40**

6.11. **Approval of Booster Club Reports**

6.12. **Approval of Activity Fund Reports**

6.13. **Approval of Treasurer's Reports Ending October 31, 2025**

6.14. **Ratification & Approval of Payrolls**

6.15. **Approval of an agreement with BlueMark Energy, LLC, effective January 1, 2026, through April 30, 2026, to lock in a wholesale fixed rate for half of the consumption of current BlueMark meters for January, February, and March 2026. There is no cost to the district.**

6.16. **Approval of an agreement with Jostens, Inc., effective 2026-2029, for items that Ponca City High School students can purchase from Jostens. This is the first year of a four-year agreement, and there is no cost to the district.**

6.17. **Approval of a Memorandum of Understanding between the Oklahoma Department of Career and Technology Education and Ponca City Public Schools, effective December 1, 2025, through March 30, 2026, providing $9,660.00 in funding through the Oklahoma Education Lottery Trust. These funds will be used to implement and/or upgrade instructional and training technology for the BMITE program at Ponca City High School. There is no district financial obligation associated with this grant beyond routine accounting processes completed by the Finance Department.**

6.18. **Approval of a Memorandum of Understanding between the Otoe-Missouria Tribe and Ponca City Public Schools' Campus Nutrition to provide Summer Electronic Benefit Transfer (EBT) to eligible children throughout Kay County this upcoming summer. Summer EBT is a federal nutrition program designed to provide grocery-buying benefits to families with eligible school-aged children during the summer months, when school meals are not available. The district will provide the Tribe with necessary eligibility data in compliance with federal confidentiality laws. There is no cost to the district.**

6.19. **Approval of a quote from Renaissance, effective November 1, 2025, through June 30, 2026, for Nearpod and Freckle Math software for 140 students at Roosevelt Elementary. The total of $1,509.80 includes two 60-minute remote sessions, and the funds will come from Title I.**

6.20. **Approval of a logo agreement for United Way North Central Oklahoma for the 2025-2026 United Way campaign. There is no royalty fee assessed.**

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

7.1. **Consider and Take Action on Real Property Conveyance to the City of Ponca City**
Motion to Approve Real Property Conveyance to the City of Ponca City. This motion, made by Nancy Zimmerschied and seconded by Judy Throop, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

7.2. **Consider and Take Action on the Notification of and Approval to Update Bank Account Authorized Signers Due to Board Changes**

RCB Bank Accounts (Excluding Activity Fund Account)
All Board Members
Erika Johnson
LeeAnn Allyn
Laurie Graham

RCB Bank Activity Fund Account
All Board Members
Erika Johnson
Stephanie Pittser
LeeAnn Allyn

Motion to Approve Notification of and Approval to Update Bank Account Authorized Signers Due to Board Changes. This motion, made by Anna Roland and seconded by Joe Vaden, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

7.3. **Consider and Take Action on Change Order No. 1 from Kyler Construction Group for the East Middle School Retaining Wall Project**
Motion to Approve Change Order No. 1 from Kyler Construction Group for the East Middle School Retaining Wall Project. This motion, made by Joe Vaden and seconded by Judy Throop, passed.

Robin Riley:	Yea
Anna Roland:	Yea

Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

7.4. **Consider and Take Action on the following Contracts/Agreements:**
Consider and Take Action on the following Contracts/Agreements: 7.4.A thru 7.4.C. This motion, made by Nancy Zimmerschied and seconded by Anna Roland, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

7.4.A. **Agreement with Flashlight Learning, effective January 1, 2026, through June 30, 2027, for 100 Flashlight360 student licenses and Flashlight Learning Sparks mini lessons for English Learner (EL) students. Flashlight is a software tool designed to support EL students in developing their speaking and writing skills in preparation for the WIDA assessment. Flashlight provides benchmark assessments, tracks individual student progress, and generates specific, targeted instructional recommendations to strengthen performance in the areas measured by the WIDA Speaking and Writing domains. The total cost is $14,000.00 and will be funded by Title III.**

7.4.B. **Proposal from Orion Security Solutions for a two-year renewal of the Milestone XProtect Professional Plus Device License, effective December 9, 2025. This renewal provides ongoing software and support licensing for the district's current security camera system and includes ten additional camera licenses. The total cost is $16,987.00 and will be paid from Bond 34.**

7.4.C. **Agreement with Vance Country Ford to purchase a 2026 Chevrolet Equinox to replace a 2009 Ford Fusion currently in the district fleet. The total cost of $30,444.00 will be paid from the General Fund.**

7.5. **Motion and Vote to Convene in Executive Session for the Following Purposes: to Discuss the Possible Termination, Reassignment, Resignation, and Employment of Personnel on the Attached Detailed Personnel Report [Authority for Executive Session: 25 O.S. Section 307 (B)(1)]; and to Discuss the Evaluation of the Superintendent of Schools [Authority for Executive Session: 25 O.S. Section 307(B)(1)]**

Motion to Approve to Convene in Executive Session for the Following Purposes: to Discuss the Possible Termination, Reassignment, Resignation, and Employment of Personnel on the Attached Detailed Personnel Report [Authority for Executive Session: 25 O.S. Section 307 (B)(1)]; and to Discuss the Evaluation of the Superintendent of Schools [Authority for Executive Session: 25 O.S. Section 307(B)(1)]. This motion, made by Nancy Zimmerschied and seconded by Judy Throop, passed. Executive Session at 7:12 p.m.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

7.6. **Return to Open Session at 8:14 p.m.**

7.7. **Recital by Board President that Minutes of Executive Session Were Kept by the Board Minutes Clerk and Will Remain Confidential**

7.8. **Consider and Take Action on Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel**

Motion to Approve Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel. This motion, made by Anna Roland and seconded by Nancy Zimmerschied, passed.

Robin Riley:	Yea
Anna Roland:	Yea
Judy Throop:	Yea
Joe Vaden:	Yea
Nancy Zimmerschied:	Yea

Yea: 5, Nay: 0

8. **NEW BUSINESS**

9. **ADJOURNMENT**

Motion to adjourn by Joe Vaden at 8:15 p.m.

_____

Erika Johnson
Minutes Clerk of the Board

APPROVED DATE:

_____

President, Board of Education

Ponca City Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 960 - 1013, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	960	12/08/2025	99070	TRANSPORTATION DEPARTMENT	EAST/FACS/TRANSP TO REGIONALS	225.00
11	961	12/08/2025	10074	BRACE BOOKS & MORE, INC.	WEST/TITLE 1/BOOKS	800.00
11	962	12/08/2025	11852	PROSPERITY BANK 46514	HS/FACS/Buller/Barista Food Items for Assignment	500.00
11	963	12/08/2025	11852	PROSPERITY BANK 46514	HR/OFFICE SUPPLIES	1,500.00
11	964	12/08/2025	88689	KATHERINE PARR	PUBLIC INFO/REIMB FOR TRAVEL/K PARR/12-10-25	100.00
11	965	12/08/2025	11852	PROSPERITY BANK 46514	PUBLIC INFO/REGIST KATIE PARR	15.00
11	966	12/09/2025	45509	JESSAH MCINTOSH	HEADSHOTS FOR STAFF	2,250.00
11	967	12/09/2025	83722	PAULA R MACPHERSON-COCHRAN	IN DIST MILEAGE/PO #2	300.00
11	968	12/09/2025	88715	TACY AKE	TRAVEL/IN DIST MILEAGE/ #2	250.00
11	969	12/09/2025	20332	LOCKE SUPPLY CO	MAINT/HVAC, ELECTRICAL AND PLUMBING SUPPLIES	2,000.00
11	970	12/09/2025	10131	PROSPERITY BANK-NEWEGG	TITLE IV/TECH COMPUTER/FL	300.00
11	971	12/10/2025	21021	THE PROPHET CORPORATION	TITLE IV/PE SUPPLIES/LB	1,500.00
11	972	12/10/2025	68208	SCHOOL SPECIALTY, LLC	TITLE IV/PE SUPPLIES/RO	1,500.00
11	973	12/10/2025	20019	NASCO EDUCATION, LLC	TITLE IV/ART SUPPLIES/WMS	1,500.00
11	974	12/10/2025	30736	ROSENSTEIN, FIST & RINGOLD, INC	BOE/LEGAL SERVICES	15,000.00
11	975	12/11/2025	99070	TRANSPORTATION DEPARTMENT	BUS OFC/INST MUS/TRANSP FOR OSSAA EVENTS	5,000.00
11	976	12/11/2025	99070	TRANSPORTATION DEPARTMENT	SPED/TRAVEL/ATLAS PROG OBSERVATION	175.00
11	977	12/11/2025	10160	AMERICAN BOOK COMPANY	EAST/TITLE I/OSTP SCIENCE WORKBOOKS	2,121.00
11	978	12/11/2025	11455	TECHMART COMPUTER PRODUCTS, INC	EAST/TITLE I/CALCULATORS/MATH	3,802.28
11	979	12/12/2025	12331	PONCA CITY SCHOOLS/COPY CENTER	GARFIELD/INST/PAPER	400.00
11	980	12/12/2025	11852	PROSPERITY BANK 46514	WOOD/INSTR/FLIP CHART/SNACK CONTAINER/WHITEBOARDS	75.00
11	981	12/12/2025	36673	HERTZBERG-NEW METHOD, INC	WOOD/LIBRARY/PERMA BOUND/PUBLISHER BOUND	1,273.87
11	982	12/12/2025	10132	MERRIFIELD OFFICE SUPPLY	WEST/TITLE 1/LAMINATION ROLLS	264.52
11	983	12/16/2025	36673	HERTZBERG-NEW METHOD, INC	TROUT/LIBRARY/NEW BOOKS	1,182.73
11	984	12/16/2025	33639	OKLAHOMA MUSIC EDUCATORS ASSN	HS/GT/All-State Acceptance Fee	125.00
11	985	12/16/2025	99070	TRANSPORTATION DEPARTMENT	TITLE II/TRANSPORTATION/RTI AT WORK INSTITUTE	500.00
11	986	12/16/2025	80653	BARBARA CUSICK	TITLE II/TRAVEL/RTI AT WORK INSTITUTE	354.00
11	987	12/16/2025	86428	SEAN D TAGLIALATELA	TITLE II/TRAVEL/RTI AT WORK INSTITUTE	150.00
11	988	12/16/2025	81580	BETSY L EASLEY	TITLE II/TRAVEL/RTI AT WORK INSTITUTE	150.00
11	989	12/16/2025	85800	MARK A KIMBRELL	TITLE II/TRAVEL/RTI AT WORK INSTITUTE	150.00

Ponca City Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 960 - 1013, Fund(s): GENERAL FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
11	990	12/16/2025	87914	STEPHEN LAMAR	TITLE II/TRAVEL/RTI AT WORK INSTITUTE	150.00
11	991	12/16/2025	84858	STACEY L SATTRE	TITLE II/TRAVEL/RTI AT WORK INSTITUTE	150.00
11	992	12/16/2025	82765	TISHA L REYNOLDS	TITLE II/TRAVEL/RTI AT WORK INSTITUTE	150.00
11	993	12/16/2025	12108	PROSPERITY BANK-SOLUTION TREE	TITLE II/REGISTRATION/RTI AT WORK INSTITUTE	5,593.00
11	994	12/16/2025	12292	PROSPERITY BANK-OMNI	TITLE II/HOTEL/RTI AT WORK INSTITUTE	2,000.00
11	995	12/16/2025	67571	REDLANDS OFFICE SOLUTIONS, LLC	LINCOLN/INSTRU/OFFICECHAIRS	544.68
11	996	12/17/2025	10012	ANGELA'S ACADEMIC ASSESSMENT INC	SPED/PSYCHOLOGIST/DISTRICT	40,000.00
11	997	12/17/2025	11852	PROSPERITY BANK 46514	ROOS/INST/OFFICE/CLASSROOM /MATERIALS/RESOURCES	1,000.00
11	998	12/18/2025	31160	COOP COUNCIL FOR OK SCHOOL ADMIN	ROOS/TITLE 1/REGISTRATION /CCCOSA	498.00
11	999	12/18/2025	88124	JERA KIESPERT	ROOS/TITLE 1/CCOSA/PD/TRAVEL EXPENSES	529.20
11	1000	12/18/2025	81711	BROOKE D WILLIAMS	ROOS/TITLE 1CCOSA/PD/TRAVEL EXPENSES	479.20
11	1001	12/18/2025	31160	COOP COUNCIL FOR OK SCHOOL ADMIN	SPED/REGISTRATION/ODSS BEST PRACTICES CONF	458.00
11	1002	12/18/2025	11911	PROSPERITY BANK-HILTON GARDEN INN	SPED/HOTEL/ODSS BEST PRACTICES CONF	150.00
11	1003	12/18/2025	85562	AMY M SWARTZ	SPED/TRAVEL/ODSS BEST PRACTICES CONF	228.80
11	1004	12/18/2025	88571	KAITLYN PRESSNALL	SPED/TRAVEL/ODSS BEST PRACTICES CONF	100.00
11	1005	12/18/2025	20863	A+ PRINTING LLC	EAST/INST/TRADY SLIPS/ENVELOPES	478.04
11	1006	12/19/2025	68631	OKLAHOMA AUTISM CENTER	SPED/REGISTRATION/AUTISM TRNG	325.00
11	1007	01/07/2026	11852	PROSPERITY BANK 46514	HS/MKTED/MONKS/DECA STATE HOTEL	500.00
11	1008	01/07/2026	83355	HEATHER MONKS	HS/MKTED/MONKS/DECA STATE FOOD	150.00
11	1009	01/07/2026	40288	J.W. PEPPER & SON, INC	HS/EAST/WEST/INSTR/VOCAL/S HEET MUSIC	944.50
11	1010	01/07/2026	67571	REDLANDS OFFICE SOLUTIONS, LLC	LINCOLN/INSTR/OFFICE BATTERIES,WHITE OUT,STAMP	80.00
11	1011	01/07/2026	11852	PROSPERITY BANK 46514	TRANSP/VEHICLE REPAIR/2022 SUB/1199	10,041.97
11	1012	01/08/2026	68802	IMAGINE LEARNING, LLC	OPI GRANT/SOFTWARE/HS	7,945.00
11	1013	01/08/2026	88571	KAITLYN PRESSNALL	SPED/OUT OF DISTRICT TRAVEL	1,000.00

Non-Payroll Total:	**$116,958.79**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$116,958.79**

Ponca City Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 139 - 161, Fund(s): BUILDING FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
21	139	12/08/2025	11799	ULTIMATE PEST MANAGEMENT, LLC	OPER/SNOW & ICE REMOVAL	9,000.00
21	140	12/08/2025	20517	SOBER BROTHERS, INC	OPER/SNOW & ICE REMOVAL	9,000.00
21	141	12/08/2025	10257	BSN SPORTS,LLC	OPER/BACKSTOP PADDING FOR SOFTBALL FIELD	1,219.00
21	143	12/09/2025	38196	ANDERSON CARPET, INC	OPER/REPLACING CARPET IN GF MUSIC ROOM	5,514.61
21	144	12/10/2025	49844	P&K EQUIPMENT, INC	OPER/MEDLITE ATTACHMENT FOR TURF GATOR	3,300.00
21	145	12/12/2025	11852	PROSPERITY BANK 46514	OPER/AIR SPRINGS KIT FOR MAINTENANCE TRUCK	929.99
21	146	12/12/2025	68899	TOUCAN PRODUCTIONS, INC	OPER/REPLACE LIGHTS CONCERT HALL	1,092.42
21	147	12/12/2025	49603	DOUGLAS D BEATHARD	OPER/DYING TREE REMOVAL AT TROUT	500.00
21	148	12/12/2025	11128	ULINE, INC	OPER/FOOD PROGRAM SHELVING/STORAGE AT RO	1,093.70
21	149	12/16/2025	10852	STEVE R HOLDER	EMER/OPER/FENCE REPAIR/REPLACE AT TROUT	3,430.00
21	150	12/16/2025	68134	WILLIAM A HARRISON, INC	OPER/DELINEATE HVAC CONTROLS FOR WASHINGTON BLDG	11,295.00
21	151	12/17/2025	10037	BLACKMON MOORING OF OKC, LLC	EMERGENCY REMEDIATION ROBSON	5,000.00
21	152	12/17/2025	68899	TOUCAN PRODUCTIONS, INC	OPER/CONCERT HALL LIGHT FIXTURE REPAIR	4,330.92
21	153	12/17/2025	69022	HAMMOND FIRE SYSTEMS, LLC	OPER/EMERGNCY PO SPRINKLER HEAD REPLACEMENT ROBSON	500.00
21	154	12/19/2025	67571	REDLANDS OFFICE SOLUTIONS, LLC	OPER/FINANCE CONFERENCE TABLE AND CHAIRS	2,677.73
21	155	12/19/2025	67571	REDLANDS OFFICE SOLUTIONS, LLC	OPER/ROBSON CONFERENCE TABLE AND CHAIRS	1,752.91
21	156	01/06/2026	10067	JOHN W GASPARINI, INC	OPER/STEM BATHROOM FAUCETS	1,310.25
21	157	01/07/2026	69013	NATHAN PRIEST	OPER/LEDGE ROCKS AT TROUT	2,850.00
21	158	01/07/2026	10067	JOHN W GASPARINI, INC	OPER/DISTRICT PLUMBING PARTS	5,000.00
21	159	01/07/2026	20501	APPLE COMPUTER, INC.	OPER/IPAD FOR OPS/MAINTENANCE	1,018.00
21	160	01/08/2026	20365	WARD'S AIR CONDITIONING, INC	OPER/WMS MULTI SYSTEM REPAIR	8,372.77
21	161	01/08/2026	20549	STOLHAND-WELLS PLUMB,HEAT,AIR	OPER/ELECTRICAL PARTS AND REPAIRS	5,000.00

Non-Payroll Total:	**$84,187.30**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$84,187.30**

Ponca City Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 90 - 93, Fund(s): CHILD NUTRITION FUND

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
22	90	12/02/2025	10122	AMY STUEVER	LUNCH REFUND/HS	35.75
22	91	12/12/2025	10163	TINA HAVENS	LUNCH REFUND/HS	28.75
22	92	12/16/2025	10002	SHAWN SILVA	LUNCH REFUND/ HS/WMS/EMS	99.25
22	93	12/17/2025	31081	HILAND DAIRY FOODS COMPANY, LLC	purchase milk for West and Elementary school sites	100,000.00

Non-Payroll Total:	**$100,163.75**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$100,163.75**

Ponca City Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 8 - 8, Fund(s): BOND FUND 34

Fund	PO No	Date	Vendor No	Vendor	Description	Amount
34	8	12/16/2025	36709	CDW LLC	Amplified IT Tools for Managing Chromebooks	3,700.00

Non-Payroll Total:	**$3,700.00**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$3,700.00**

Ponca City Public Schools

Encumbrance Register

Options: Year: 2025-2026, Date Range: 7/1/2025 - 6/30/2026, PO Range: 139 - 139, Fund(s): GIFT FUND

Fund	PO No	Date	Vendor No	Vendor		Description	Amount
81	139	01/07/2026	11852	PROSPERITY BANK	46514	HS/STEM/Food,Drinks for Consortium 1/9/26	500.00

Non-Payroll Total:	**$500.00**
Payroll Total:	**$0.00**
Balance Forward:	**$0.00**
Report Total:	**$500.00**

PONCA CITY SCHOOLS

PERSONNEL REPORT

January 12, 2026

NAME	ASSIGNMENT	EFFECTIVE DATE	PROJ. #	SALARY
	EMPLOYMENTS			
CERTIFIED PERSONNEL				
Hainzinger, Mary	Contract Sub	1/7/2026	000	Salary Schedule
McHenry, Luke	Contract Sub	1/6/2026	000	Salary Schedule
SUPPORT PERSONNEL				
Ailey, Kyler	Secretary @ Lincoln	12/9/2025	000	Salary Schedule
Baker, Jennifer	Bus Driver @ Transportation	12/9/2025	000	Salary Schedule
Bryans, Heather	Custodian @ PoHi	1/6/2026	000	Salary Schedule
Burkett, Kade	Bus Aide @ Transportation	1/7/2026	000	Salary Schedule
Cloud, Tiffany	Title I TA @ Lincoln	1/7/2026	511	Salary Schedule
Huster, Haiden	Title I TA @ Trout	1/7/2026	511	Salary Schedule
Madrid, Brenda	Secretary @ East	1/6/2026	000	Salary Schedule
Salyer, Kenneth	Custodian @ Robson	1/6/2026	000	Salary Schedule
Shaw, Devon	Floater Custodian	1/6/2026	000	Salary Schedule
Woods, Shali	Custodian @ PoHi	1/6/2026	000	Salary Schedule
	SEPARATIONS			
CERTIFIED PERSONNEL				
Weger, Hannah	7th grade Reading @ West	5/22/2026		
SUPPORT PERSONNEL				
Cooley, Nikki	Registrar @ West	1/30/2026		
Joseph, Atijar	CNP @ PoHi	1/8/2026		
Kirkpatrick, Alexis	CNP @ East	12/19/2025		
Loffer, Leota	CNP @ PoHi	1/7/2026		
Merritt, Jeannie	CNP @ West	12/10/2025		
Ramey, Tristan	Secretary @ PoHi	1/23/2026		
Stanton, Kevin	Custodian @ PoHi	12/19/2025		
Sundberg-Myers, Penny	CNP @ PoHi	12/19/2025		
RETIREMENTS				
Beck, Cindy	Activity Fund Clerk	1/9/2026		
	CHANGE OF STATUS			
CERTIFIED PERSONNEL				
Fisher, Tina	from Counselor to Assistant Principal @ PoHi	1/6/2026	000	Salary Schedule
Hunter, Joy	from Kindergarten @ Lincoln to Kindergarten @ Woodlands	1/6/2026	000	Salary Schedule
SUPPORT PERSONNEL				
Pittser, Stephanie	from Activity Funds Intern to Activity Funds Clerk	1/12/2026	000	Salary Schedule
Hamilton, Michael	from Bus Aide sub to Bus Aide	1/12/2026	000	Salary Schedule
Roland, Justin	from TA @ PoHi to Adjunct PE Teacher @ PoHi	1/6/2026	000	Salary Schedule

PONCA CITY SCHOOLS PERSONNEL REPORT

January 12, 2026

NAME	ASSIGNMENT	EFFECTIVE DATE	PROJ. #	SALARY
	EXTRA DUTY			
CERTIFIED PERSONNEL				**NON-CONTRACT DUTY**
Biery, Amanda	Additional SpEd Caseload Stipend	2025-2026	028	$400
Clark, Aimee	Additional SpEd Caseload Stipend	2025-2026	028	$600
Estrada, Mica	Assistant Varsity Track Coach	2025-2026	171	Salary Schedule
Fields, Miranda	English Virtual Content Teacher	2025-2026	000	$1500 per semester
Gowdy, Tyra	SpEd Boot Camp Instructor	2025-2026	028	$600
Hallemeier, Josh	7th grade Head Boys Basketball Coach	2025-2026	171	Salary Schedule
Hamlin, Kirk	Additional SpEd Caseload Stipend	2025-2026	028	$350
Jacobs, Shelli	Additional SpEd Caseload Stipend	2025-2026	028	$450
Jones, Rebeca	Additional SpEd Caseload Stipend	2025-2026	028	$350
Olson, Brad	Additional SpEd Caseload Stipend	2025-2026	028	$50
Sacket, Theresa	Additional SpEd Caseload Stipend	2025-2026	028	$50
Schatz, Susan	Additional SpEd Caseload Stipend	2025-2026	028	$50
Smith, Brandy	Additional SpEd Caseload Stipend	2025-2026	028	$250
CERTIFIED PERSONNEL				**CONTRACT DUTY**
SUPPORT PERSONNEL				**NON-CONTRACT DUTY**
Denton, Chyrl	Notary of Audit at Board Meeting	1/12/2026	025	Reg Rate up to 3 hrs
Duke, Christian	Girls Wrestling Tournament-custodial duties	12/6/2025	000	Reg Rate up to 6.5 hrs
Hudson, Amber	CNP Manager duties	2025-2026	CNP	$500
Hudson, Kellie	Girls Wrestling Tournament-custodial duties	12/6/2025	000	Reg Rate up to 6.5 hrs
Lamb, Neil	Reimbursement for State Plumbing License	2025-2026	000	$53.98
Leshe, Braedon	Assistant Varsity Track Coach	2025-2026	171	Salary Schedule
Oswalt, Leanne	CNP Manager duties	2025-2026	CNP	$500
Patton, Cassandra	Girls Wrestling Tournament-custodial duties	12/6/2025	000	Reg Rate up to 6.5 hrs
Rodriguez, Bianca	Girls Wrestling Tournament-custodial duties	12/6/2025	000	Reg Rate up to 6.5 hrs
SUPPORT PERSONNEL				**CONTRACT DUTY**
	SUBSTITUTES			
ADDITIONS FOR THE 2025-2026 SCHOOL YEAR				
(Teacher Substitute: $80/day, Teacher Asst. Substitute: $70/day)				
***See Attachment A**				

Ponca City Public Schools
Personnel Report
January 12, 2026
Attachment A

FOR BOARD APPROVAL
SUBSTITUTE TEACHERS
JANUARY 2026

1. Elston, Mario
2. Grassman, Sierra
3. Hainzinger, Mary Lee&$(CONT)
4. Higgins, Kaitlyn
5. Spore, Barbara

#=Receiving OTRS Payment
$=Bachelors
*=Certified
&=Contract Bachelor's
(CONT)=Contract Sub