

Board of Education Regular Meeting  
Monday, June 24, 2024 6:00 PM  
Collinsville Public Schools  
1902 W Maple  
Collinsville, OK 74021

The Board of Education may discuss, vote to approve, vote to disprove, vote to table or decide not to vote on any item on the agenda.

1. Call to Order and Roll Call of Members
2. Record of Members Present and Absent
3. Board to Consider and Take Possible Action, in the Absence of the Board President and /or Board Clerk, to Appoint an Acting Board President and /or Board Clerk.
4. Request to Address the Board
5. Consent Agenda: Discussion and Vote Items ( 5a- 5n) of the Consent Agenda
  - 5.a. Approval of the 6/10/2024 Regular Board Meeting Minutes,
  - 5.b. Approval of Purchase Orders and Payments of Purchase Orders -FY 2024 General and Building Funds , All District Funds- Approval of Budgets , Reports , Allocations and Investments
  - 5.c. Approval of Certification of Activity Fund Custodian and Co-Signers for FY2025
  - 5.d. Approval Certification of School District Treasurer FY2025
  - 5.e. Approval of Certification of Encumbrance Clerk for FY2025
  - 5.f. Approval of Minutes Clerk and Assistant Minutes Clerk for FY2025
  - 5.g. Approval of Purchasing and Receiving Agents for FY2025
  - 5.h. Approval of Certificate and Order of Board of Education to County Clerks and County Treasurers of Tulsa County, Rogers County, and Washington County FY2025
  - 5.i. Approval of District Permission to Invest Policy FY2025
  - 5.j. Approval of Alternative School Calendar for FY 2025
  - 5.k. Approval of CNP Bids Awarded for 2025
  - 5.l. Approval of Apptegy Contract for FY2025
  - 5.m. Approval of Additional Compensation for 2025
  - 5.n. Approval of Agreement with Peoples Family Counseling FY2025
6. Discussion and Vote of the Workers Compensation Bids for FY 2025
7. Discussion and Review of Property Liability Insurance and Vote to Accept Recommendation of **Aaron Reinhart**, AAI, FirstBank, Agent of Record.
8. Directors Report
9. Superintendent's Report
10. Proposed executive session to discuss the employment of those employees listed in Consent Agenda # 17 Exhibit A. 25 O.S. Section 307(B)(1).
11. Vote to Convene in Executive Session
12. Acknowledge Return of Board to Open Session
13. Executive Session Minutes Compliance Announcement
14. Discussion and Vote to Approve the Superintendent of Schools Contract
15. Discussion and Vote to Approve Changes to the District Board Policy Book.
16. Discussion and Approval of Employee Calendars and Payroll Dates FY 2025

17. Consent Agenda: Discussion and Vote Item #17 a.I-a.IV of the Consent Agenda
  - 17.a. Hirings for 2024-2025 School Year:
    - 17.a.I. Jordann Madewell- CUE Paraprofessional
    - 17.a.II. Alec Huffman- MTSS School Psychologist
    - 17.a.III. Pepper Pryce- MS Library Assistant
    - 17.a.IV. Roianne Whitlock- CNP
18. Announcements
19. New Business
20. Adjournment

By: \_\_\_\_\_

Jeremy Hogan, Superintendent

Posted this \_\_\_ date of \_\_\_\_\_ at \_\_\_\_\_ x.m. on the door of the Education Service Center, 1902 W Maple, Collinsville, OK 74021.

CERTIFICATE AND ORDER  
TO COUNTY CLERK AND COUNTY TREASURER

Washington Oklahoma, June 24, 2024

To the County Clerk and County Treasurer of Washington County, Oklahoma.

We, the undersigned, presiding officer and Clerk of the Governing Board of (City, Town, Multi-County, Library, Board of Education, School District, (state which)

Board of Education of Collinsville Public Schools  
("Public Body") in said County, State of Oklahoma, hereby authorize you, from and after the date hereof, for the current term or for the remainder of such current term in case of appointment to fill vacancy, such authority to continue until the end of such term, and no longer, unless sooner revoked, to pay over any public funds collected for the aforesaid Public Body in accordance with the provisions of 68 Okl.St. Ann. § 2923, to Julie Crutchfield Address 1902 West Maple Street, Collinsville, OK 74021, Oklahoma as TREASURER of said Public Body for the term stated; and his legal qualifications for said office are hereby certified to be truly and correctly stated as follows:

- (1) Date Elected or Re-elected June 24, 2024 ;
- (2) Date Appointed or Re-Appointed June 24, 2024 (Note 1);
- (3) Filed Surety Bond in sum of One Hundred Thousand Dollars ( \$ 100,000.00 ) with Ohio Casulty Insurance as Surety;
- (4) Bond Terms begins June 6, 2024, and Expires/Renews June 6, 2025 ;
- (5) Number of Bond \_\_\_\_\_;
- (6) Date Bond was approved by Governing Board June 24, 2024 (if applicable); and
- (7) Said new Bond is in custody and control of Encumbrance Clerk (Note 2), or was deposited with Collinsville Public Schools for safekeeping.

Approved on June 24, 2024 by Board of Education endorsement made.

Signed and Certified at Collinsville, Oklahoma, this 24th day of June, 2024.

\_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Official Title

\_\_\_\_\_  
Attesting Officer

\_\_\_\_\_  
Official Title

ATTESTING  
OFFICER'S SEAL

ATTEST:

Note 1: Where Treasurer is appointed for an indefinite term, provide the original date of appointment. This form must be submitted annually even if Treasurer is appointed for an indefinite term, and must be submitted at any time a bond renews or the named Surety changes.

Note 2: Treasurer should not have custody of his own bond. If Financial Secretary of City serves both as Clerk and Treasurer, Mayor or other chief officer should have custody.

Note 3: See 11 Okl.St. Ann. § 8-105, requiring bond for Treasurer of a municipality; 70 Okl.St. Ann §§ 5-114 & 5-115 requiring bond for Treasurer of a Board of Education; and 65 Okl.St. Ann. § 4-105 requiring bond for Multi-County Library.

CERTIFICATE AND  
ORDER

OF Board of Education  
Name of Public Body

County of Washington

State of Oklahoma, to the County Clerk and  
County Treasurer

Qualifying \_\_\_\_\_

\_\_\_\_\_, Okla.,  
as Treasurer of said Public Body.

Received and Filed this \_\_\_\_\_ day of  
\_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
County Clerk- County Treasurer

\_\_\_\_\_  
Deputy

Amount of Bond \$ 100,000.00

Date of Bond June 6 20 24

Bond Expires/Renews June 6 20 25

SURETIES

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CERTIFICATE AND ORDER  
TO COUNTY CLERK AND COUNTY TREASURER**

Rogers Oklahoma, June 24, 2024

To the County Clerk and County Treasurer of Rogers County, Oklahoma.

We, the undersigned, presiding officer and Clerk of the Governing Board of (City, Town, Multi-County, Library, Board of Education, School District, (state which)

Board of Education of Collinsville Public Schools  
("Public Body") in said County, State of Oklahoma, hereby authorize you, from and after the date hereof, for the current term or for the remainder of such current term in case of appointment to fill vacancy, such authority to continue until the end of such term, and no longer, unless sooner revoked, to pay over any public funds collected for the aforesaid Public Body in accordance with the provisions of 68 Okl.St. Ann. § 2923, to Julie Crutchfield Address 1902 West Maple Street, Collinsville, OK 74021

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CERTIFICATE AND  
ORDER

OF Board of Education  
Name of Public Body

County of Rogers

State of Oklahoma, to the County Clerk and  
County Treasurer

Qualifying \_\_\_\_\_

\_\_\_\_\_ Okla.,  
as Treasurer of said Public Body.

Received and Filed this \_\_\_\_\_ day of  
\_\_\_\_\_ 20 \_\_\_\_\_

County Clerk- County Treasurer

Deputy

Amount of Bond \$ 100,000.00

Date of Bond June 6 20 24

Bond Expires/Renews June 6 20 25

SURETIES

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CERTIFICATE AND ORDER  
TO COUNTY CLERK AND COUNTY TREASURER

Tulsa Oklahoma, June 24, 20 24

To the County Clerk and County Treasurer of Tulsa County, Oklahoma.

We, the undersigned, presiding officer and Clerk of the Governing Board of (City, Town, Multi-County, Library, Board of Education, School District, (state which)  
Board of Education of Collinsville Public Schools  
("Public Body") in said County, State of Oklahoma, hereby authorize you, from and after the date hereof, for the current term or for the remainder of such current term in case of appointment to fill vacancy, such authority to continue until the end of such term, and no longer, unless sooner revoked, to pay over any public funds collected for the aforesaid Public Body in accordance with the provisions of 68 Okl.St. Ann. § 2923, to Julie Crutchfield Address 1902 West Maple Street, Collinsville, OK 74021, Oklahoma as TREASURER of said Public Body for the term stated; and his legal qualifications for said office are hereby certified to be truly and correctly stated as follows:

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Approved on June 24, 20 24 by Board of Education endorsement made.

Signed and Certified at Collinsville, Oklahoma, this 24th day of June, 20 24.

\_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Official Title

\_\_\_\_\_  
Attesting Officer

\_\_\_\_\_  
Official Title

ATTESTING  
OFFICER'S SEAL

ATTEST:

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CERTIFICATE AND  
ORDER

OF Board of Education  
Name of Public Body

County of Tulsa

State of Oklahoma, to the County Clerk and  
County Treasurer

Qualifying \_\_\_\_\_

\_\_\_\_\_ Okla.,  
as Treasurer of said Public Body.

Received and Filed this \_\_\_\_\_ day of  
\_\_\_\_\_ 20 \_\_\_\_\_

County Clerk- County Treasurer

Deputy

Amount of Bond \$ 100,000.00

Date of Bond June 6 20 24

Bond Expires/Renews June 6 20 25

SURETIES

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## Child Nutrition Department Collinsville Public Schools

Annual Bidding Process

Bids Awarded 2024-2025 School Year

### Groceries:

Prime Vendor Bid- **US Foods** **CAMPUS SMART**

All school districts were required to bid out this year ---including co-op programs. We sent RFP's out to four providers (Sysco, Ben E. Keith, Performance Food Groups, and US Foods), US Foods was the only Prime Vendor to reply to our Request for Proposal. We are happy to award them the contract as they have been good for our program with great cost savings, consistency in providing goods & service—we have held a contract with them for 7 years consistently.

### Produce:

**Frontier Produce** won the RFP this year. This is a switch from Go Fresh, who we have used for the past few years. We sent bids out to four providers (Go Fresh, Frontier, Fresh Point, and Buddy's Produce Inc.), only Go Fresh & Frontier replied to the RFP---Frontier beat out in pricing with nearly 90% of the market basket items. We are excited to see what this year brings with them, as they will also be providing our DOD-Commodities Produce as well.

### Milk:

**HILAND DAIRY FOODS** Bids were sent out to four separate dairy providers (Oak Farms, Braums, Hiland, and Southwest Dairy Farms) only Hiland responded to the RFP. We have worked with Hiland for nearly 5 years, they provide a great service.

### Pizza:

**Mazzio's** Bids were sent out to four pizza providers (Mazzio's, Dominos, Pizza Hut, and Papa Johns) all providers offer school pizza's that meet the NSLP nutrition specifics. We only received Mazzio's bid for the RFP—Dominos reached out electronically to let us know that they could not accommodate our school's volume at this time.

# Collinsville Public Schools

1902 West Maple

Collinsville, OK 74021

(918) 371-2326

*"An Equal Opportunity Employer"*

## CERTIFIED APPLICATION

### NOTICE TO APPLICANT:

Independent School District #I-6 of Tulsa County, Oklahoma, does not knowingly discriminate against any employee or applicant for employment on the basis of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information. This policy encompasses recruitment, selection, assignment, promotion, transfer, termination, compensation, training and apprenticeship and all other terms, conditions, benefits and privileges associated with employment. This policy also extends to the educational programs and activities operated by the District.

Discrimination is specifically prohibited by Title IX of the Education Amendments of 1972, as amended, and Title 45, Subtitle A, Part 86, of the impending regulations administered by the Director of the Office of Civil Rights of the United States of Health, Education and Welfare.

**FIELDS MARKED BY AN ASTERISK ARE REQUIRED FOR YOUR APPLICATION TO BE SUBMITTED**

### I. PERSONAL DATA

<b>Today's Date</b>	06/12/2024
<b>Name</b>	Alec Robert Huffman
<b>Date of Birth (optional)</b>	Wednesday, September 10, 1997
<b>Phone Number</b>	(417) 850-5193
<b>E-mail Address</b>	huffman.alecr@gmail.com
<b>Present Address</b>	8001 South Mingo Road, Apartment 2815 Tulsa, Oklahoma, 74133 United States

## II. POLICY STATEMENTS AND QUESTIONS

1. Interviews will be arranged by the site administrator/director. You will receive no further reply unless you are being actively considered for a specific position.
2. This application will remain on file for one year. It must be renewed at that time, if so desired.
3. Each applicant should edit the data provided most carefully before submitting this form to the personnel office.

**Are you legally able to work in the United States?** Yes

**Please select one of the boxes below regarding any legal action you may have faced.** NONE

## III. FIELDS OF SERVICE PREFERRED

**FIRST CHOICE - GRADE** Any - School Psychologist

**FIRST CHOICE - SUBJECT** School Psychologist

**SECOND CHOICE - GRADE** Any - School Psychologist

**SECOND CHOICE - SUBJECT** School Psychologist

**Interest in Coaching or Sponsoring Extracurricular Activities** No

## IV. INSTITUTIONS OF HIGHER LEARNING ATTENDED

**Institution** Pittsburg State University  
**Location** Pittsburg, KS  
**Dates Attended** 01/2021 - 12/2021  
**Degree & Year Conferred** Specialist of Education in School Psychology

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**Institution** Pittsburg State University  
**Location** Pittsburg, KS  
**Dates Attended** 01/2020 - 12/2020  
**Degree & Year Conferred** Master's of Science in Psychology

# CERTIFICATION

**Please list Certification(s), Date of Issuance, Date of Expiration**

American Red Cross First Aid & CPR: 06/23/2023 - 06/23/2025

## V. EXPERIENCE IN SCHOOL WORK

Experience in school work, as requested hereunder, should include only teaching or administrative experience in a duly accredited private or public school, college or university, on a regular full-time basis as accepted by the Oklahoma State Department of Education. Do not include part-time substitute or student teaching experiences.

<b>School Name</b>	Union Public Schools
<b>Location</b>	Tulsa, OK
<b>Dates Worked</b>	08/2023 - Present
<b>Subject / Grade Taught or Assignment</b>	School Psychologist - Pre-K to 5th Grade

<b>School Name</b>	Manhattan-Ogden USD 383
<b>Location</b>	Manhattan, KS
<b>Dates Worked</b>	08/2021 - 07/2023
<b>Subject / Grade Taught or Assignment</b>	School Psychologist - Kindergarten to 5th Grade, High School

## VI. STUDENT TEACHING EXPERIENCE

<b>Did you do any student teaching?</b>	Yes
<b>School Name</b>	Manhattan-Ogden USD 383 (Practicum/Internship)
<b>Location</b>	Manhattan, KS
<b>Dates</b>	08/2021 - 12/2022
<b>Subject / Grade Taught or Assignment</b>	School Psychologist
<b>Supervisory Teacher</b>	Dr. Roger Christian

## VII. MISCELLANEOUS

**Name and location of high school from which you graduated:**

Carl Junction High School - Carl Junction, Missouri

**Are you in any way related to an employee of Collinsville Public Schools or a member of the Collinsville Board of Education?**

No (skip this section)

## VIII. REFERENCES

**Name (and Company / Postion, if applicable)**

Dr. Roger Christian (Assistant Director of Special Services - Manhattan-Ogden USD 383)

**Phone Number**

785-341-1011

**Years Known**

3

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**Name (and Company / Postion, if applicable)**

Jordan Hevel (Special Services Coordinator - Geary Unified School District 475)

**Phone Number**

913-424-5105

**Years Known**

3

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**Name (and Company / Postion, if applicable)**

Carol Oehme (Administrative Specialist - Pittsburg State University)

**Phone Number**

620-235-4267

**Years Known**

6

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## IX. SCHOOL SERVICE

**In your own words, please express your views as to why and how you could be a successful member of the Collinsville Public Schools staff. Your remarks should be limited to the space provided below.**

In learning more about Collinsville's mission and motivation for positive growth, I find that my own professional values and trajectory exactly align with such a path. The teams and individuals who serve Collinsville appear to be very collaboratively-minded, which is how I practice in my role as a school psychologist. It truly does "take a village" to provide education and care to a child, and I would love to be a part of Collinsville's amazing "village"!

In order that the officials of the Collinsville Public Schools may be fully informed as to my personal character and qualifications for employment, I hereby authorize Collinsville Public Schools to contact any former employer or other person whom they wish to contact concerning my personal character and qualifications and I hereby release such persons and Collinsville Public Schools from any and all liability for information provided or obtained as a result of the inquiries.

I understand that any false information or misrepresented information contained in this application may be grounds for my immediate termination.

Typing your name in the box below indicates you agree the electronic signature is the legal equivalent of your manual signature on this application.

**Electronic Signature**

Alec Huffman

**Date**

06/12/2024

- Interviews will be arranged by the site administrator/director. You will receive no further reply unless you are being actively considered for a specific position.
  - This application will remain on file for one year. It must be renewed at that time, if so desired.
  - Each applicant should edit the data provided most carefully before submitting this form to the personnel office.
- 

**Upload Resume Here:**



AH Resume.pdf