

Sapulpa Public Schools Board of Education Independent School District Number
33 Creek County Regular
Monday, November 11, 2013 7:00 PM
Washington Administration Center Board Room 511 E. Lee, Sapulpa, OK 74066,
511 E Lee, Sapulpa, OK 74066

I. Call the meeting to order and Pledge of Allegiance to the American Flag.

II. Vote to approve/disapprove the Independent auditors Report on all financial accounts for the Sapulpa Independent School District for the 2012-13 school year.

To approve the Independent auditors Report on all financial accounts for the Sapulpa Independent School District for the 2012-13 school year passed with a motion by Bradd Brose and a second by Melinda Ryan.

Bradd Brose: Yea
Jeff Gilbert: Absent
Steve McCormick: Yea
Melinda Ryan: Yea
Yea: 3, Nay: 0, Absent: 1

III. Consent Agenda

To approve consent agenda, Items, A-N passed with a motion by Bradd Brose and a second by Melinda Ryan.

Bradd Brose: Yea
Jeff Gilbert: Absent
Steve McCormick: Yea
Melinda Ryan: Yea
Yea: 3, Nay: 0, Absent: 1

III.A. Approval of the minutes at the 10-08-12 regular board meeting.

III.B. Approval of the minutes of the 10-28-13 and 10-29-13 special board meetings.

III.C. Approval of 2013-14 general fund purchase order encumbrances numbers 552 through 617.

III.D. Approval of 2013-14 building fund purchase order encumbrance numbers 77 through 81.

III.E. Approval of 2013-14 child nutrition fund purchase order encumbrance numbers 59 through 60.

III.F. Approval of the 2013-14 CO-OP Fund purchase order encumbrance number 1.

III.G. Approval of the monthly financial reports of the school Activity Funds account.

III.H. Approval of the Treasurer's Report on the status of Funds and Investments.

III.I. Approval of a resolution to the County Election Board calling for the annual school election.

III.J. Approval of conducting a Pilot Cooperative Activities Program with Kiefer Public Schools for soccer.

III.K. Approval of the following new and revised board policies and the corresponding procedure pages:

III.K.1. 130. ADMINISTRATIVE FLOW CHART.

III.K.2. 121.1.2 ASSISTANT SUPERINTENDENT FOR HUMAN RESOURCES, TLE & STUDENT SERVICES (New)

III.K.3. 121.2 EXECUTIVE DIRECTOR OF FINANCE (Revised)

III.K.4. 121.3 ASSISTANT SUPERINTENDENT/INSTRUCTION (Revised)

III.K.5. 121.4 DIRECTOR OF SPECIAL SERVICES (Revised)

III.K.6. 121.4.1 TECHNOLOGY COORDINATOR (Revised)

III.K.7. 121.4.2 DIRECTOR OF SUPPORT SERVICES (Revised)

III.L. Approval of the following revised policies:

III.L.1. 105 DATES OF ELECTION OF SCHOOL PERSONNEL

III.L.2. 222 SUMMER SCHOOL

III.L.3. 290 CLASSROOM OBSERVATION

III.L.4. 401.8 HAZARDOUS MATERIALS

III.L.5. 410.2 TEACHER CONSULTANTS

III.L.6. 431.1 TEACHING STAFF DEFINED

III.L.7. 502.1 ELEMENTARY ATTENDANCE ZONES AND TRANSFER RESTRICTIONS

III.L.8. 540.2.3* VISITORS DURING THE DAY

III.L.9. 502.3 TRANSFER OF ELEMENTARY PUPILS

III.L.10. 706.5 HAZARDOUS MATERIALS

III.L.11. 909 ADVERTISING AND COMMERCIAL ANNOUNCEMENTS

III.L.12. 922 SMOKING ON SCHOOL PREMISES BY STAFF MEMBERS/PATRONS

III.L.13. 936 INSTRUCTIONAL YEAR CALENDAR

III.M. Approval of the following out-of-state activity trips:

III.M.1. Cross Country team to compete in Youth Nationals on December 12-15, 2013 in San Antonio, TX.

III.M.2. High School Wrestling to participate in out-of-state matches on January 24-25, 2014 in Platte City, MO.

III.M.3. Varsity Baseball team to compete in the High School Baseball Tournament on March 15-22, 2014 in Pensacola, FL.

III.M.4. AP History students to tour Washington D.C. in the summer of 2014.

III.N. Approval of fundraisers as per Attachment.

IV. Hearing from the Public

V. Information & Discussion Items

V.A. Rachel's Challenge

Stephanie Butler, 8th Grade Counselor, presented the Board with a presentation on Rachel's Challenge at our sites. She has put together a student committee that adopts an anti-bullying program among students. The committee has adopted "The Chieftain Way" which includes respect others' rights and property, perform intentional acts of kindness, take responsibility for our actions and acknowledge that each person is a unique individual. Ms. Butler wanted to inform the Board of the potential and resources this program offers. She is requesting help to maintain and keep the program in Sapulpa Schools.

V.B. Title II

Mr. Larry Smith, Deputy Superintendent, and Denise Jordan, Curriculum

Director, presented the Board with the Title II budget. The total budget is \$160,909.55 and is mainly spent on salaries for Title II teachers. The budget also includes substitute teacher pay for professional development and registration fees to conferences. The budget has been submitted to the State Department.

V.C. Revised Policies

Mr. Tom Trigalet, Assistant Superintendent, presented revisions to policies 104.2 and 540.1.7. The revisions were made to update the district's policy 540.1.7 to meet state law. Policy 104.2 revisions reflect the correct language that refers to communication and appeals channels.

V.C.1. 104.2 WORKING PRINCIPLES AND PROCEDURES

V.C.2. 540.1.7 PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING

V.C.3. 540.1.7 PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING (Procedure Pages)

V.D. 2014 Board Meeting Dates

The Board was presented proposed 2014 board meeting dates. The Board will vote on the dates during the December 2013 meeting.

V.E. Superintendent Comments

VI. Action Items

VI.A. New Business - items not known or foreseen when agenda was posted.

VI.B. Vote to approve/disapprove the Title I District Plan.

To approve the Title I District Plan passed with a motion by Melinda Ryan and a second by Bradd Brose.

Bradd Brose: Yea
Jeff Gilbert: Absent
Steve McCormick: Yea
Melinda Ryan: Yea
Yea: 3, Nay: 0, Absent: 1

VI.C. Vote to approve/disapprove revisions to the following policies:

To approve revisions to the following policies: To approve revisions B to the following policies 104.2 list 712 Appeals Channel and 483 Communication Channels To approve 540.1.7 (Ryan, Brose) passed with a motion by Steve McCormick and a second by Bradd Brose.

Bradd Brose: Yea
Jeff Gilbert: Absent
Steve McCormick: Yea
Melinda Ryan: Yea
Yea: 3, Nay: 0, Absent: 1

VI.C.1. 104.2 WORKING PRINCIPLES AND PROCEDURES

VI.C.2. 540.1.7 PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING

VI.C.3. 540.1.7 PROHIBITING HARASSMENT, INTIMIDATION AND BULLYING (Procedure page)

VI.D. Proposed executive session to discuss (1)Personnel listed as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act and (2) to discuss and interview potential candidates for the open position of Seat Number 2 on the Sapulpa Board of Education as authorized by 25 O.S. Section 307(B)

VI.D.1. Vote to convene in executive session.

To convene in executive session at 8:42 p.m. passed with a motion by Bradd Brose and a second by Melinda Ryan.

Bradd Brose: Yea
Jeff Gilbert: Absent
Steve McCormick: Yea
Melinda Ryan: Yea
Yea: 3, Nay: 0, Absent: 1

VI.D.2. Acknowledge the Board has returned to open session.

VI.D.3. Statement of executive session minutes.

The Board of Education went into executive session at 8:42 p.m. to discuss

(1) Personnel, Jefferson Heights Teacher Assistant , Freedom Latchkey Substitute, Middle School Special Education Teacher, Middle School English Teacher, Middle School H.Q. Special Education Assistant, Assistant Varsity Softball Coach, Middle School Cook, Holmes Park Latchkey Assistant, Junior High H.Q. Special Education Assistant, Holmes Park H.Q. Teacher Assistant, District Computer Technician, Holmes Park ELL Tutor, Holmes Park H.Q. Special Education Assistant, Freedom Cook as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Open Meeting Act and (2) to discuss and interview potential candidates for the open position of Seat Number 2 on the Sapulpa Board of Education as authorized by 25 O.S. Section 307(B)(1) of the Oklahoma Meeting Act with no resulting vote taken on item (2) . During the executive session, the Board discussed these items and no other items. The Board returned to open session at 8:59 p.m. This constitutes the minutes of the executive session.

VI.E. Personnel

VI.E.1. Vote to approve/disapprove Employing Personnel as per attachment.

To approve Employing Personnel as per attachment passed with a motion by Melinda Ryan and a second by Bradd Brose.

Bradd Brose: Yea

Jeff Gilbert: Absent

Steve McCormick: Yea

Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 1

VI.E.2. Vote to approve/disapprove the transfer of Zack Mark from Assistant Wrestling Coach to High School Assistant Track Coach, effective 10-7-13.

To approve the transfer of Zack Mark from Assistant Wrestling Coach to High School Assistant Track Coach, effective 10-7-13 passed with a motion by Bradd Brose and a second by Melinda Ryan.

Bradd Brose: Yea

Jeff Gilbert: Absent

Steve McCormick: Yea

Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 1

VI.E.3. Vote to accept Resignations received since the last board meeting.

To accept Resignations received since the last board meeting passed with a motion by Bradd Brose and a second by Melinda Ryan.

Bradd Brose: Yea

Jeff Gilbert: Absent

Steve McCormick: Yea

Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 1

VI.F. Adjournment

To Adjourn at 9:01 p.m. passed with a motion by Bradd Brose and a second by Melinda Ryan.

Bradd Brose: Yea

Jeff Gilbert: Absent

Steve McCormick: Yea

Melinda Ryan: Yea

Yea: 3, Nay: 0, Absent: 1