

AGENDA
Shawnee Public Schools
Board of Education - Administration Building
326 N. Union Ave.
Shawnee, OK 74801
Monday, February 6, 2023
6:00 PM

Regular Session

NOTE: The Shawnee School District Board of Education may discuss, vote to approve, disapprove, table, or decide not to vote or take action on any item on this agenda.

- A. Call to Order
 - 1. Roll Call
 - 2. Moment of Silence and Invocation led by Baruch Hanes, Will Rogers Custodian
 - 3. Flag Salute led by Lilly Timmons, Will Rogers, 4th grade student
- B. Recognition of Will Rogers Elementary School
- C. Opportunity for Public Comment
- D. Presentation and discussion with Oklahoma State School Boards Association regarding Superintendent Search Services.
- E. Central Office Reports
 - 1. Regular Report of the Superintendent
- F. Board Reports and Communications
- G. Consent Docket Items: All of the following items will be approved by one vote unless any Board Member desires to have a separate vote on any or all of these items. Possible action by the Board of Education to approve:
 - 1. Retirements, Resignations and Transfers
 - 2. Minutes of the January 9, 2023 Regular Board Meeting and January 21, 2023 Special Board Meeting
 - 3. Treasurer's Report
 - 4. Encumbrance Registers for 2022-2023 FY
 - General Fund 11 Encumbrances 1429-1524
 - Building Fund 21 Encumbrances 214-221
 - Gift Fund 81 Encumbrances 32
 - 5. School Activity Fund Transfers for the 2022-2023 FY
 - 6. Approve District Representatives/Compliance Officers of Federal and/or State Programs
 - 7. Designate Julia Jesseph, Jeanine Aloway and Dr. April Grace, Superintendent, as the District's Authorized Representative for CACFP (Child and Adult Care Food Program)(supper/at risk)
 - 8. National Board Certified Stipends for the 2022-2023 FY
 - 9. Disposal of Surplus School Property

10. Out of State/Overnight Trip request:
 - a) Chase Ferguson and Jordan Miller to the Oklahoma State FFA Convention and Expo in Tulsa, OK from May 1, 2023 to May 4, 2023.
 - b) Andrew McCune, Todd McGuire, Stephen Smith, and Enedina Banks to the High School Girls Wrestling Regionals in Sallisaw, OK from February 13, 2023 to February 14, 2023.
 - c) Andrew McCune and Renea Taber to the High School Boys Wrestling Regionals in Pryor, OK from February 16, 2023 to February 18, 2023.
- H. Business Requiring Board Action:
 1. Discussion and possible action regarding Oklahoma State School Boards Association Superintendent Search Services.
 2. Discussion and possible action regarding the lease and service agreement for one (1) copier.
 3. Discussion and possible action regarding the replacement and installation of district-wide phone system to be partially paid with Pottawatomie County sales tax fund.
- I. Proposed to go into Executive Session for the purpose of discussing:
 1. The employment hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee. Oklahoma Statutes, Title 25 § 307 (B)(1) and (7) as listed:
 - a) Employment of Certified Personnel as presented in Addendum A
 - b) Employment of Support Personnel as presented in Addendum B
 - c) Employment of Adjunct Personnel as presented in Addendum C
 - d) Employment of Athletic Personnel as presented in Addendum D
 2. Vote to convene or not convene into Executive Session
- J. Acknowledge return to Open Session
- K. Board President's Statement of Executive Session Minutes
- L. Discussion and possible action regarding the Certified Personnel in Addendum A for the 22-23 SY.
- M. Discussion and possible action regarding the Support Personnel in Addendum B for the 22-23 SY.
- N. Discussion and possible action regarding the Adjunct Personnel in Addendum C for the 22-23 SY.
- O. Discussion and possible action regarding the Athletic Personnel in Addendum D for the 22-23 SY.
- P. New Business: New business means any matter not known about or which could not have been reasonably foreseen prior to the time of posting.
- Q. Adjournment

Any persons with a disability and needing special accommodations to attend the Board of Education Meeting should notify the Superintendent's Office at least 24 hours prior to the scheduled time of the meeting, if possible. The telephone number is 273-0653, extension 3125.

Shawnee Board of Education
326 North Union (Front & South Doors)

Posted by Keli Kinsey Executive Administrative Assistant to the Superintendent/Board Minutes Clerk

Posted this ____ at ____ at front and south glass doors of the Shawnee Board of Education Central Offices, Shawnee Public Schools, 326 N. Union, Shawnee, Oklahoma 74801

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

NAME

JOB & SITE

EFFECTIVE DATE

NAME

JOB & SITE

EFFECTIVE DATE

**RETIREMENT
CERTIFIED:**

1 Swisher, Chandra Library Media Specialist/WR end of contract

**RESIGNATIONS:
CERTIFIED**

2 Fleming, Shelby 5th Grade/Sequoyah 1/19/23

**RESIGNATIONS:
SUPPORT**

3 Babb, Julie Paraprofessional/Sequoyah 01/12/23
4 Diaz, Stephany Food Service Assistant/SHS 01/11/23
5 Paull, Monica Test Coordinator/SHS 02/17/23

TRANSFERS:

CURRENT POSITION

REASSIGNED POSITION

EFFECTIVE DATE

6 Clemens, Misty Admin Asst - Special Services/CO Admin Asst - Asst Superintendent/CO 01/23/23
7 Hartley, Shasta Paraprofessional/Pup Pack Daycare Paraprofessional/SECC 01/27/23
8 Moss, Misty Admin Asst - Attendance/SHS Admin Asst - Special Services/CO 02/01/23
9 Trujillo, Ashley Substitute 3rd Grade Teacher/SEQ 01/17/23

Minutes of the Monday, January 9, 2023 Board Meeting

The Board of Education of Independent School District No. 93, Pottawatomie County, met in Regular Session on Monday, January 9, 2023, at the Board of Education - Administration Building, 326 N. Union Ave., Shawnee, OK 74801.

A. Call to Order

1. Roll Call

Attendance taken at 6:00pm

Present: Keith Sandlin	President
Turner Bass	1 st Vice President
Clif Harden	2 nd Vice President
Bobby Canty	Clerk
Larry Walker	Member
April Stobbe	Member
Kristen Wilson	Member

2. Moment of Silence and Invocation led by Roy Turner, Assistant Transportation Director

3. Flag Salute led by Reece Turner, 4th grade Sequoyah Student

B. Opportunity for Public Comment

Rob Morris came forward to discuss selecting a new superintendent.

C. Review of the Audit Report for the 2021-2022 FY as presented by Jenkins and Kemper, CPA Michael Kemper with Jenkins and Kemper, Certified Public Accountants, P.C. came forward and gave the 21-22 Audit Report. They stated we had a clean audit report. The only findings were on activity accounts with the time of deposits.

- Dr. Grace asked if there was money missing. Mr. Kemper said no, the discrepancy was that deposits were not made in a timely manner.

1. Discussion and possible move to accept Audit Report for the 2021-2022 FY

Motion was made by Larry Walker and seconded by Turner Bass to Approve 21-22 Audit presented by Jenkins and Kemper. Motion carried.

Kristen Wilson: Yes, Larry Walker: Yes, Clif Harden: Yes, April Stobbe: Yes, Keith Sandlin: Yes, Bobby Canty: Yes, Turner Bass: Yes
Yes: 7, No: 0

D. Thurman Lee, senior at Shawnee High School, presenting Proclamation to declare January 2023 as School Board Recognition Month

E. Recognition of Sequoyah Elementary School

F. Central Office Reports

1. Regular Report of the Superintendent

- Superintendent Dr. Grace stated:

- This Wednesday, we have a cohort of 20 teachers who will begin the Master of Arts in Teaching (Administration) program through Southern Nazarene University. The cohort can complete the coursework here in Shawnee through our partnership with SNU. This program supports emergency/alternative certificated teachers in pursuing a standard degree program to study best practice while also allowing them to earn a master's degree. About 1/2 of the class are pursuing an administrative master's degree program as well.
- Spring Homecoming is Tuesday at 6 p.m. at the PAAC.
- SHS Girls won the 2023 Casady-McGuinness Invitational Meet for the 4th year in a row. The boys finished the meet in 4th place.

G. Board Reports and Communications

- Board President Keith Sandlin
 - wishes Dr. Grace well with her retirement and thanked her for her service to Shawnee Public Schools.
 - He also thanked board member Larry Walker for his 20 years of service to the district.
- Board Member Larry Walker commented:
 - the middle school and high school band's concert, which was well done and heavily attended.
 - he was super excited to have Cherity Pennington back with the district.
 - our high school girls and boys basketball teams are doing well.
 - some Shawnee alumni are showing success in college athletics and have appeared in a recent news article.
 - from his years of working at OBU, he knows how hard it is to get a clean audit. He commended Brent Houston, Dr. Aaron Espolt, and Dr. Grace.
 - how proud he was to work with Dr. Grace, with everything the district has accomplished in the past seven years.

H. Consent Docket Items: All of the following items will be approved by one vote unless any Board Member desires to have a separate vote on any or all of these items. Possible action by the Board of Education to approve:

Motion was made by Larry Walker and seconded by Clif Harden to Approve Consent Docket items as presented. Motion carried.

Bobby Canty: Yes, Keith Sandlin: Yes, April Stobbe: Yes, Kristen Wilson: Yes, Turner Bass: Yes, Clif Harden: Yes, Larry Walker: Yes
 Yes: 7, No: 0

1. Retirements, Resignations and Transfers
2. Minutes of the December 5, 2022, Regular Board Meeting
3. Treasurer's Report
4. Encumbrance Registers for 22-23 FY
 - GENERAL FUND 11 ENCUMBRANCES 1370 - 1428
 - BUILDING FUND 21 ENCUMBRANCES 203 - 213
 - GIFT FUND 81 ENCUMBRANCES 27 - 31

5. School Activity Fund Transfers for the 22-23 FY

6. New School Activity Account for Shawnee High School: Shawnee Bands #823

7. Public Gifts to Shawnee Public School (Policy BB)

8. Out of State/Overnight Trip request:

a) Michelle Wallace, Cindy Bartley, Mallory Cheatwood, Courtney Lewellen, Beth Mills, Angela Lindsey and Amanda Chandler to the National School Counseling Leadership Conference in San Diego, CA from February 11, 2023 to February 14, 2023.

I. Business Requiring Board Action:

1. Possible action regarding to approve or not approve a contract with ESS South Central, LLC, to provide substitutes for the Shawnee Public School System.

Motion was made by Larry Walker and seconded by April Stobbe to Approve contract with ESS South Central LLC. Motion carried.

April Stobbe: Yes, Bobby Canty: Yes, Keith Sandlin: Yes, Clif Harden: Yes, Turner

Bass: Yes, Larry Walker: Yes, Kristen Wilson: Yes

Yes: 7, No: 0

J. Proposed Executive Session to discuss:

The employment hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee. Oklahoma Statutes, Title 25 § 307 (B)(1) as listed:

a) Employment of Certified Personnel as presented in Addendum A

b) Employment of Support Personnel as presented in Addendum B

c) Employment of Athletic Personnel as presented in Addendum C

1. Vote to convene or not convene into Executive Session

Did not convene into executive session

K. Acknowledge to return to Open Session

L. Board President's Statement of Executive Session Minutes.

M. Possible action regarding to approve or not approve Certified Personnel as presented in Addendum A

Motion was made by Larry Walker and seconded by Clif Harden to Approve personnel as presented in Addendum A. Motion carried.

Turner Bass: Yes, Bobby Canty: Yes, Larry Walker: Yes, April Stobbe: Yes, Clif Harden:

Yes, Kristen Wilson: Yes, Keith Sandlin: Yes

Yes: 7, No: 0

N. Possible action regarding to approve or not approve Support Personnel as presented in Addendum B

Motion was made by Larry Walker and seconded by Clif Harden to Approve personnel as presented in Addendum B. Motion carried.

Clif Harden: Yes, Turner Bass: Yes, April Stobbe: Yes, Bobby Canty: Yes, Larry Walker:

Yes, Kristen Wilson: Yes, Keith Sandlin: Yes

Yes: 7, No: 0

O. Possible action regarding to approve or not approve Athletic Personnel as presented in Addendum C

Motion was made by Larry Walker and seconded by Clif Harden to Approve personnel as presented in Addendum C. Motion carried.

Clif Harden: Yes, Turner Bass: Yes, Bobby Canty: Yes, Kristen Wilson: Yes, Keith

Sandlin: Yes, Larry Walker: Yes, April Stobbe: Yes

Yes: 7, No: 0

P. New Business: New business means any matter not known about or which could not have been reasonably foreseen prior to the time of posting. 25 31(A)(9).

Q. Adjournment

President Keith Sandlin adjourned meeting at 6:31pm

ATTEST: _____ President

Clerk: _____

I hereby certify that I accurately transcribed the forgoing minutes and furnished copies to the executive officers, the board clerk and all board members prior to this meeting, but the original of the same was retained at all times in the administrative office of the School District and that the provisions of the 1977 Open Meeting Law (Title 25, Section 201-314 of Oklahoma Statutes) were adhered to.

Approved: _____

Secretary: _____

Minutes of the Saturday, January 21, 2023 Board Meeting

The Board of Education of Independent School District No. 93, Pottawatomie County, met in Special Session on Saturday, January 21, 2023 at the Board of Education - Administration Building, 326 N. Union Ave., Shawnee, OK 74801.

A. Call to Order

1. Roll Call

Attendance taken at 9:02am
Present: Keith Sandlin President
 Clif Harden 2nd Vice President
 Bobby Canty Clerk
 Larry Walker Member
 April Stobbe Member
 Kristen Wilson Member
Absent: Turner Bass 1st Vice President
Attendance Update Taken at 9:19am
Present: Turner Bass 1st Vice President

B. Discussion and possible action regarding a superintendent search

Shawnee Public Schools Human Resources Administrative Assistant Kristi Campbell came forward and presented what services the department could do to conduct the Superintendent Search.

To approve using Oklahoma State School Boards Association at the minimum of \$8000.00 fee and Shawnee Public Schools to do Superintendent search. This motion, made by Larry Walker, withdrawn.

To approve using Shawnee Public Schools to do Superintendent search. This motion, made by Clif Harden and seconded by Kristen Wilson, failed.

Keith Sandlin: Abstain (With Conflict), Bobby Canty: No, Kristen Wilson: Yes, Turner Bass: No, April Stobbe: No, Larry Walker: No, Clif Harden: Yes
Yes: 2, No: 4, Abstain (With Conflict): 1

To approve using Shawnee Public Schools with OSSBA adding the addition of focus groups. This motion, made by Turner Bass and seconded by Larry Walker, withdrawn.

Motion to table with no action. This motion, made by Clif Harden, withdrawn.

To approve Shawnee Public Schools to start posting the Superintendent job vacancy and invite representatives from OSSBA to come and present their superintendent search at February's board meeting. This motion, made by Clif Harden and seconded by Kristen Wilson, carried.

Larry Walker: No, Bobby Canty: No, Keith Sandlin: Yes, Turner Bass: Yes, Kristen Wilson: Yes, Clif Harden: Yes, April Stobbe: Yes
Yes: 5, No: 2

C. Adjournment

Motion to adjourn at 9:57am. This motion, made by Keith Sandlin, Unseconded.

ATTEST: _____ President

Clerk: _____

I hereby certify that I accurately transcribed the forgoing minutes and furnished copies to the executive officers, the board clerk and all board members prior to this meeting, but the original of the same was retained at all times in the administrative office of the School District and that the provisions of the 1977 Open Meeting Law (Title 25, Section 201-314 of Oklahoma Statutes) were adhered to.

Approved: _____

Secretary: _____

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

NAME **JOB & SITE** **EFFECTIVE DATE**

**CERTIFIED:
HIRE TEMPORARY CONTRACT**

(2nd Semester on Temporary Contract) 01/01/2023

1 Dillard, Tanya Special Education Teacher/HM

NATIONAL BOARD CERTIFIED STIPEND

- 2 Cash, Charla SLP/Sequoyah
- 3 Hennen, Caryl SLP/SECC
- 4 Howard, Starla Reading Specialist/Will Rogers
- 5 Panter, Jennifer SLP/SECC
- 6 Titsworth, Victoria SLP/SMS

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

<u>NAME</u>	<u>JOB & SITE</u>	<u>EFFECTIVE DATE</u>
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**SUPPORT:
RECOMMEND TO HIRE**

1 Blair, Lacey	Paraprofessional/SECC	01/25/23
2 Hill, Emily	Special Education Paraprofessional/Jeff	01/10/23

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

<u>NAME</u>	<u>JOB & SITE</u>	<u>EFFECTIVE DATE</u>	
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**SUPPORT:
RECOMMEND TO HIRE**

ADJUNCT TEACHERS

1 Brooks, Kelsey	Adjunct Physical Education Health Safety/WR	08/08/22	Transfer from Para/SECC
2 Culver, Susan	Adjunct Elementary Education/SEQ	08/05/22	
3 Heath, Hayden	Adjunct Speech/Drama/Debate/SMS	08/11/22	Community Renewal- 1 hour
4 Kentle, Jarris	Adjunct Speech/Drama/Debate/SHS	08/11/22	Community Renewal- 1 hour
5 Manion, Tennille	Adjunct Elementary Education/HM	01/04/22	Transfer from Admin Asst /CO
6 Martin, Kendric	Adjunct Elementary Education/Will Rogers	08/05/22	
7 Monday, Rachel	Adjunct Speech/Drama/Debate/SMS	08/11/22	Community Renewal- 1 hour
8 Trujillo, Ashley	Adjunct Elementary Education/SEQ	01/17/23	
9 Wells, Mandi	Adjunct Speech/Drama/Debate/SHS	08/11/22	Community Renewal- 1 hour

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

**ATHLETICS:
RECOMMEND TO HIRE**

Track

1 Briggs, Isaac

Assistant HS

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

NAME

JOB & SITE

EFFECTIVE DATE

CERTIFIED:

HIRE TEMPORARY CONTRACT

(2nd Semester on Temporary Contract) 01/01/2023

1 Dillard, Tanya Special Education Teacher/HM

NATIONAL BOARD CERTIFIED STIPEND

2 Cash, Charla SLP/Sequoyah

3 Hennen, Caryl SLP/SECC

4 Howard, Starla Reading Specialist/Will Rogers

5 Panter, Jennifer SLP/SECC

6 Titsworth, Victoria SLP/SMS

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

NAME **JOB & SITE** **EFFECTIVE DATE**

**SUPPORT:
RECOMMEND TO HIRE**

1 Blair, Lacey	Paraprofessional/SECC	01/25/23
2 Hill, Emily	Special Education Paraprofessional/Jeff	01/10/23

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

<u>NAME</u>	<u>JOB & SITE</u>	<u>EFFECTIVE DATE</u>	
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**SUPPORT:
RECOMMEND TO HIRE**

ADJUNCT TEACHERS

1 Brooks, Kelsey	Adjunct Physical Education Health Safety/WR	08/08/22	Transfer from Para/SECC
2 Culver, Susan	Adjunct Elementary Education/SEQ	08/05/22	
3 Heath, Hayden	Adjunct Speech/Drama/Debate/SMS	08/11/22	Community Renewal- 1 hour
4 Kentle, Jarris	Adjunct Speech/Drama/Debate/SHS	08/11/22	Community Renewal- 1 hour
5 Manion, Tennille	Adjunct Elementary Education/HM	01/04/22	Transfer from Admin Asst /CO
6 Martin, Kendric	Adjunct Elementary Education/Will Rogers	08/05/22	
7 Monday, Rachel	Adjunct Speech/Drama/Debate/SMS	08/11/22	Community Renewal- 1 hour
8 Trujillo, Ashley	Adjunct Elementary Education/SEQ	01/17/23	
9 Wells, Mandi	Adjunct Speech/Drama/Debate/SHS	08/11/22	Community Renewal- 1 hour

FEBRUARY 6, 2023 - PERSONNEL BOARD ACTION

**ATHLETICS:
RECOMMEND TO HIRE**

Track

1 Briggs, Isaac

Assistant HS