

DUNCAN BOARD OF EDUCATION - REGULAR MEETING
April 13, 2010 ~ 6:00 p.m.
Administrative Office ~ Board Room ~ 1706 W Spruce ~ Duncan, OK

Call Meeting to Order with Roll Call:

Thomas Davis Presgrove Deal

FLAG SALUTE

Hearing of the Public

1. Induction of Kevin Kinnaird as the duly appointed Board Member of Office # 5 of the Duncan Board of Education.
2. All of the following items, which concern reports and items of a routine nature normally approved at board meetings, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:
 - a. Minutes of Meeting held March 09, 2010
 - b. Income & Expenditure Report
 - c. Cafeteria Monthly Report
 - d. Cafeteria Reimbursement Report
 - e. Fresh Fruit & Vegetable Reimbursement Report
 - f. Treasurer's Monthly Report
 - g. Investment Report
3. Discussion and possible action regarding Activity Fund Report.
4. Presentation by Burl White to the Duncan High School Girls Basketball for the State Academic Achievement Award.
5. Discussion and possible action regarding approval of Temporary Appropriations for the fiscal year 2010-11. (Liz Fawbush)
6. Discussion and possible action regarding:
 - a. Permission to purchase top dress for varsity football field for \$7,945. paid with activity account (\$3,972.50) and building fund (\$3,972.50).
 - b. Permission to purchase Technical Support and Maintenance for Academy of Reading and Academy of Math for \$12,640 paid with Title VI funds.
 - c. Permission to purchase Math intervention curricular materials for implementation in Special Education classrooms paid with ARRA funds for \$16,579.96.
 - d. Permission to purchase a Wilson Reading system for Special Education classrooms paid with ARRA monies for \$11,833.
 - e. Permission to purchase a 2010 nine passenger Chevrolet Suburban for \$31,100. paid with ARRA monies.
 - f. Permission to purchase 11 computers for use in Special Education classes at the High School with ARRA funds for \$11,830.51.
 - g. Permission for Emerson to purchase 6 Interactive Electronic Whiteboards for \$22,488. paid with Title I money.

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- h. Permission to purchase 4 Interactive Whiteboards for Woodrow Wilson (1), Emerson (2) and Middle School (1) with ARRA/Title I/Title IID for \$27,044 money.
 - i. Fundraiser for football to sell varsity gold cards for the 2010-2011 school year for \$18,750.
 - j. Permission to accept bid from KC Electrical Contractors for lighting, sound and electrical at stadium for \$697,116. paid for with City of Champions' funds.
 - k. Approval of contract between Oklahoma Department of Rehabilitation Services and Duncan Independent School for transition school-to-work program for students with disabilities for 201-2011 school year.
 - l. Revision to Policy 4025-1 and 4010 of the Policy and Procedure Manual.
 - m. Revision to Policy 5012 – to be in compliance with the Children's Internet Protection Act (CIPA).
7. Discussion and possible action regarding FY 2009-2010 Child Nutrition Procurement Plan.
 8. Review and discussion of Duncan School district Master Plan.
 9. Proposed executive session to discuss:
 - a. Pursuant to [25 O.S. Section 307 (B) (1)] Resignations of employees: Suzanne Bryan, Janie Shaw, Frank Prickett, Vickie Vermedahl, Linda Craig, Vicki Morrell, Jamie Conway and Debra Truss
 - b. Pursuant to [25 O.S. Section 307 (B) (1)] Hiring of employee: Teacher Assistant and Finance Clerk.
 - c. Pursuant to [25 O. S. Section 307 (B) (2)] Discuss opening of formal negotiations for DESPO support staff and Association of Duncan Educators of Oklahoma. Vote to convene or not convene into Executive Session.
 10. Vote to acknowledge or not to acknowledge the board's return to open session.

Executive Session Minutes Compliance Announcement:

Executive session compliance statement: the following board members were present in executive session: Eric Davis, Kevin Kinnaird, Lisa Thomas, Lisa Presgrove and Chris Deal. In addition the following person(s) were present in executive session _____ and Sherry Taylor. The matters considered: (a) Pursuant to [25 O.S. Section 307 (B) (1)] Resignations of employees: Suzanne Bryan, Janie Shaw, Frank Prickett, Vickie Vermedahl, Linda Craig, Vicki Morrell, Jamie Conway and Debra Truss (b) Pursuant to [25 O.S. Section 307 (B) (1)] Hiring of employees: Teacher Assistant and Finance Clerk Pursuant to [25 O. S. Section 307 (B)(2)] Discuss opening of formal negotiations for DESPO support staff and Association of Duncan Educators of Oklahoma and no action was taken in executive session.

11. Discussion and possible action regarding resignation of:
 - a. Suzanne Bryan – High School – Teacher – Retiring effective May 21, 2010 with 16 years of service
 - b. Janie Shaw – High School – Retiring effective May 21, 2010 with 24 years of service of service
 - c. Frank Prickett – Middle School – Retiring effective May 31, 2010 with 33 years of service

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- d. Vickie Vermedahl – Plato – Teacher – Retiring effective May 21, 2010 with 27 years of service
 - e. Linda Craig – Plato – Teacher – Retiring effective May 21, 201 with 41 years of service
 - f. Jamie Conway – Plato/WR- Counselor – Effective May 31, 2010 with 6 years of service
 - g. Vicki Morrell – Emerson Cafeteria – Server Helper – Effective March 12, 2010 with year 1 of service
 - h. Debra Truss – Athletic Dept. – Custodian – Effective March 26, 2010
12. Discussion and possible action regarding hiring of and/or contract change:
- a. Teacher Assistant - Will Rogers - PK – Support employee contract
 - b. Finance Clerk – Emerson – Support employee contract
13. Discussion and possible action regarding opening of formal negotiations for:
- a. DESPO support staff for the 2010-2011 school year.
 - b. Association of Duncan Educators of Oklahoma for the 2010-2011 school year.
14. Discussion and possible action regarding declaring miscellaneous items as surplus.
15. Discussion and possible action regarding Emergency Transfers.
16. Discussion and possible action regarding supplemental appropriations.
17. Discussion and possible action regarding approval of additional and/or changes to activity fund sub accounts.
18. Discussion and possible action regarding April encumbrances.
19. Discussion and possible action regarding new business.
20. Informational Items:
- a. We received notification by the State Department of Education that all areas reviewed by CRE (Coordinated Review Effort) and SMI (School Meals Initiative) were in compliance.

The next Regular Meeting of the Board of Education will be held on **Tuesday, May 11, 2010** at 6:00 p.m. at the Administrative Office Building at 1706 West Spruce, Duncan, Oklahoma.

21. Vote to adjourn.

The Agenda for this Regular Meeting of April 13, 2010 was posted on the door of the Administrative Office Building at 1706 West Spruce, Duncan, Oklahoma on April 12, 2010 at 4:00 p.m.

by Sherry Taylor
Sherry Taylor, Clerk, Duncan Board of Education

**MINUTES OF THE REGULAR MEETING
OF THE
DUNCAN BOARD OF EDUCATION
April 13, 2010**

The Duncan Board of Education of Independent School District Number One, Stephens County, Oklahoma met in Open Session in the Board Room of the Administration Building at 1706 West Spruce, Duncan, Oklahoma at 6:00 p.m. on the thirteenth day of April 2010, with President, Chris Deal, presiding.

On roll call the following were present:

PRESENT: Chris Deal, President and Member
Eric Davis, Vice-President, and Member
Lisa Presgrove, Member
Kevin Kinnaird, Member
Sherry Taylor, Clerk and Non-Member

ABSENT: Lisa Thomas, Member

Also present were Sherry Labyer, Glenda Cobb, Liz Fawbush, Susan Nix, Bob Mitchell, Harriett Mitchell, Burl White, Andrew McClung, Cindy Beyer, Ian Beyer and Derrick Miller.

The agenda for this Regular Meeting of April 13, 2010 was posted on the door of the Administration Building at 4:00 p.m., Monday, April 12, 2010 as shown on page 6 through 8 of these minutes. Notice of this meeting was filed with the Stephens County Clerk November 10, 2009.

Hearing of the Public: No one signed up to speak

FLAG SALUTE lead by Ian Beyer

Item 1. Induction of Kevin Kinnaird as the duly appointed Board Member of Office #5 of the Duncan Board of Education as shown on page 9 of these minutes.

Item 2. On motion by Lisa Presgrove and second by Eric Davis, the Board approved the items under the Consent Agenda as presented:

- a. Minutes of Meeting held March 09, 2010
- b. Income & Expenditure Report as shown on page 10 through 16 of these minutes
- c. Cafeteria Monthly Report as shown on page 17 of these minutes
- d. Cafeteria Reimbursement Report as shown on page 18 of these minutes
- e. Treasurer's Monthly Report as shown on page 19 through 21 of these minutes
- f. Investment Report as shown on page 22 of these minutes

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 3. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board approved the Activity Fund Report as shown on page 23 through 31 of these minutes.

Thomas abs Kinnaird yes Davis abstained Presgrove yes Deal yes

Item 4. Presentation by Burl White to the Duncan High School Girls Basketball for the State Academic Achievement Award.

Item 5. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board approved the Temporary Appropriations for the fiscal year 2010-11 as shown on page 32 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 6. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board approved:

- a. Permission to purchase top dress for varsity football field for \$7,945. paid with activity account (\$3,972.50) and building fund (\$3,972.50) as shown on page 33 through 36 of these minutes.
- b. Permission to purchase Technical Support and Maintenance for Academy of Reading and Academy of Math for \$12,640 paid with Title VI funds as shown on page 37 through 39 of these minutes.
- c. Permission to purchase Math intervention curricular materials for implementation in Special Education classrooms paid with ARRA funds for \$16,579.96 as shown on page 40 through 54 of these minutes.
- d. Permission to purchase a Wilson Reading system for Special Education classrooms paid with ARRA monies for \$11,833 as shown on page 55 through 58 of these minutes.
- e. Permission to purchase a 2010 nine passenger Chevrolet Suburban for \$31,100. paid with ARRA monies as shown on page 59 through 64 of these minutes.
- f. Permission to purchase 11 computers for use in Special Education classes at the High School with ARRA funds for \$11,830.51 as shown on page 65 through 67 of these minutes.
- g. Permission for Emerson to purchase 6 Interactive Electronic Whiteboards for \$22,488. paid with Title I money as shown on page 68 through 69 of these minutes.
- h. Permission to purchase 4 Interactive Whiteboards for Woodrow Wilson (1), Emerson (2) and Middle School (1) with ARRA/Title I/Title IID for \$27,044 money as shown on page 70 of these minutes.
- i. Fundraiser for football to sell varsity gold cards for the 2010-2011 school year for \$18,750 as shown on page 71 through 72 of these minutes.
- j. Permission to accept bid from KC Electrical Contractors for lighting, sound and electrical at stadium for \$697,116. paid for with City of Champions' funds as shown on page 73 of these minutes.
- k. Approval of contract between Oklahoma Department of Rehabilitation Services and Duncan Independent School for transition school-to-work program for students with disabilities for 2010-2011 school year as shown on page 74 through 75 of these minutes.
- l. Revision to Policy 4025-1 and 4010 of the Policy and Procedure Manual as shown on page 76 through 77 of these minutes.
- m. Revision to Policy 5012 – to be in compliance with the Children's Internet Protection Act (CIPA) as shown on page 78 through 79 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 7. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board approved FY 2010-2011 Child Nutrition Procurement Plan as shown on page 80 through 87 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 8. Review and discussion of Duncan School district Master Plan. Start over on the Master Plan. Chris Deal stated that he would like to see the previous needs and see if our needs have changed. We would like to have several special board meetings and take people around to see the facilities and where the needs are.

Item 9. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board voted to go into executive session at 6:45 p.m. to discuss:

- a. Pursuant to [25 O.S. Section 307 (B) (1)] Resignations of employees: Suzanne Bryan, Janie Shaw, Frank Prickett, Vickie Vermedahl, Linda Craig, Vicki Morrell, Jamie Conway and Debra Truss
- b. Pursuant to [25 O.S. Section 307 (B) (1)] Hiring of employee: Teacher Assistant and Finance Clerk.
- c. Pursuant to [25 O. S. Section 307 (B) (2)] Discuss opening of formal negotiations for DESPO support staff and Association of Duncan Educators of Oklahoma. Vote to convene or not convene into Executive Session.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 10. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board returned to open session at 7:17 p.m.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Executive Session Minutes Compliance Announcement:

Executive session compliance statement: the following board members were present in executive session: Eric Davis, Kevin Kinnaird, Lisa Presgrove and Chris Deal. In addition the following person(s) were present in executive session Dr. Sherry Labyer and Sherry Taylor. The matters considered: (a) Pursuant to [25 O.S. Section 307 (B) (1)] Resignations of employees: Suzanne Bryan, Janie Shaw, Frank Prickett, Vickie Vermedahl, Linda Craig, Vicki Morrell, Jamie Conway and Debra Truss (b) Pursuant to [25 O.S. Section 307 (B) (1)] Hiring of employees: Teacher Assistant and Finance Clerk (c) Pursuant to [25 O. S. Section 307 (B)(2)] Discuss opening of formal negotiations for DESPO support staff and Association of Duncan Educators of Oklahoma and no action was taken in executive session.

Item 11. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board approved the resignations of:

- a. Suzanne Bryan – High School – Teacher – Retiring effective May 21, 2010 with 16 years of service
- b. Janie Shaw – High School – Retiring effective May 21, 2010 with 24 years of service of service
- c. Frank Prickett – Middle School – Retiring effective May 31, 2010 with 33 years of service
- d. Vickie Vermedahl – Plato – Teacher – Retiring effective May 21, 2010 with 27 years of service

- e. Linda Craig – Plato – Teacher – Retiring effective May 21, 201 with 41 years of service
- f. Jamie Conway – Plato/WR- Counselor – Effective May 31, 2010 with 6 years of service
- g. Vicki Morrell – Emerson Cafeteria – Server Helper – Effective March 12, 2010 with year 1 of service
- h. Debra Truss – Athletic Dept. – Custodian – Effective March 26, 20102010 as shown on page 88 through 109 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 12. On motion by Lisa Presgrove and second by Eric Davis, the Board approved hire:

- a. Dena Averiett - Teacher Assistant - Will Rogers - PK – Support employee contract
- b. Tina Nelson - Finance Clerk – Emerson – Support employee contract as shown on page 110 through 111 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 13. On motion by Eric Davis and second by Lisa Presgrove, the Board approved opening of formal negotiations for:

- a. DESPO support staff for the 2010-2011 school year.
- b. Association of Duncan Educators of Oklahoma for the 2010-2011 school year. as shown on page 112 through 113 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 14. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board approved miscellaneous items as surplus as shown on page 114 through 116 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 15. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board approved Emergency Transfers as shown on page 117 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 16. On motion by Eric Davis and second by Lisa Presgrove, the Board approved supplemental appropriations as shown on page 118 through 120 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 17. No activity fund sub accounts

Item 18. On motion by Lisa Presgrove and second by Kevin Kinnaird, the Board voted to approve April encumbrances as shown on page 121 through 174 of these minutes.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Item 19. No new business.

Item 20. Informational Items:

- a. General We received notification by the State Department of Education that all areas reviewed by CRE (Coordinated Review Effort) and SMI (School Meals Initiative) were in compliance as shown on page 175 through 176 of these minutes.

Item 21. This concluded the business to come before the Board this thirteenth day of April 2010, and on motion by Lisa Presgrove and second by Eric Davis, the Board voted to adjourn at 7:32 p.m.

Thomas abs Kinnaird yes Davis yes Presgrove yes Deal yes

Respectfully Submitted:

Clerk of Board, Duncan Board of Education

Attest:

President, Duncan Board of Education

Vice-President, Duncan Board of Education