

**AGENDA WITH COMMENTARY
REGULAR BOARD OF EDUCATION MEETING
PONCA CITY BOARD OF EDUCATION
PONCA CITY INDEPENDENT SCHOOL DISTRICT I-71
ADMINISTRATION CENTER
613 EAST GRAND AVE.
PONCA CITY, OK 74601**

MONDAY, FEBRUARY 8, 2016

6:00 P.M.

1. CALL TO ORDER

- 1.1 Call Meeting to Order** (President)
- 1.2 Flag Salute**
- 1.3 Roll Call** (Minutes Clerk of the Board)

2. PRESENTATIONS/RECOGNITIONS

2.1 Presentation of the Employee of the Month and Friend of Education Awards

The President of the Board will preside over presenting the February Employee of the Month and Friend of Education Awards to the following individuals.

Certified Employee of the Month Rob Fry
Ponca City Senior High - "Ready by 21" Coordinator/Assistant Athletic Director

Support Employee of the Month..... Tamra Raulston
Garfield Elementary - Child Nutrition/Office Assistant

Friend of Education..... St. Paul's UMC Math Masters
Union Elementary - Friend of the District

2.2 Highlights of Po-Hi English Departments Trip to Europe....Paige Marsh-Smith

3. PUBLIC COMMENT

The Ponca City Public School Board of Education recognizes the value to 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 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 by 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 comment 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 2.4 *Speaking Privileges of the Public*, that 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. SUPERINTENDENT’S REPORT

- 4.1 Legislature**
- 4.2 Attendance**
- 4.3 Budget**
- 4.4 Possible Revision to Policy 7.05-4.1 / In-District Elementary Transfers**

5. CONSENT CALENDAR

*Motion required: Motion required for the approval of the "Consent Calendar" as printed (or as amended). Board members may, however, call for a vote on each of the items listed on the "Consent Calendar."

- 5.1 Agenda with Commentary 1-8**
- 5.2 Minutes..... 9-15**
- 5.3 Consent Agenda Contracts/Agreements Under \$10,000 16-17**

ACTION REQUIRED

**6. ACTION ITEMS (MOTION REQUIRED)
CONSIDERATION OF AND VOTE TO APPROVE OR NOT APPROVE THE FOLLOWING ITEMS:**

6.1 Consideration of and Vote to Approve or Not Approve the Following District Financial Reports

A.	FY16 Amendments	18-28
B.	General Fund Encumbrances #1184-#1298.....	29-31
C.	Building Fund Encumbrances #59.....	32
D.	Child Nutrition Encumbrances #134-#143	33
E.	Gifts and Endowment Encumbrances #33-#34.....	34
F.	2013 Transportation Bond 32 Encumbrances #03-#04	35
G.	2015 Construction Bond 34 Encumbrances #27-#31	36
H.	Summary Change Order Listing as of 02/01/16	37-48
I.	Expenditure Summary Reports	49-59
J.	Bond Fund Reports	60-63
K.	Activity Fund Reports/Requests	64-73
L.	Treasurer’s Reports.....	74-77
M.	Ratification & Approval of Payrolls	

Brenda Storie will answer questions on the financial reports on pages 18-77.

RECOMMENDED ACTION

The Superintendent recommends approval of the financial reports.

6.2 Consider and Take Action on a Resolution Determining the Maturities of, and Setting a Date, Time and Place for the Sale of the \$5,055,000 General Obligation Combined Purpose Bonds of the School District. A copy of this Resolution is on pages 78-79.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.3 Consideration of and Possible Action upon a Resolution authorizing the Board of Education of Independent School District No. 71 of Kay County, Oklahoma (Ponca City Public Schools), to lease certain real property to the Kay County Public Buildings Authority, a public trust; and authorizing the President to execute the Ground Lease upon behalf of the Board as lessor, in

several multiple originals, and after the same shall have been attested by the Clerk, to deliver such Ground Lease to the aforesaid Authority, as lessee and directing the President, upon behalf of said School District, to execute any and all documents related to the Ground Lease and the transaction.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.4 Consideration of and Possible Action upon a Resolution authorizing the acceptance by Independent School District No. 71 of Kay County, Oklahoma (Ponca City Public Schools) of a Sublease Agreement whereby the Kay County Public Buildings Authority will sublease certain real property to Independent School District No. 71 of Kay County (Ponca City Public Schools); and authorizing and directing the President, upon behalf of said School District, to execute the aforesaid Sublease Agreement between the Kay County Public Buildings Authority, as lessor, and the School District, as lessee, and authorizing the Clerk to attest and affix the seal of the School District to the Sublease Agreement and to deliver the same to the Kay County Public Buildings Authority, as lessor and authorizing and directing the President, upon behalf of said School District, to execute any and all documents related to the Sublease Agreement and the transaction.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.5 Consideration of and Vote to Approve or Not Approve the Ponca City School District Calendar for the 2016-17 School Year80

Commentary:

The District Calendar Committee has a draft of the 2016-2017 school year calendar ready to be approved by the Board. School is slated to start on Wednesday, August 17 and end on Thursday, May 25. This calendar includes 177 instructional days (student contact days) and two (2) parent/teacher conference days. Winter break will be from December 22 through January 2. Spring break will be March 13-17. The calendar has three (3) snow days built in (May 15, May 12 and April 14). School will be dismissed on those days if we do not use them. A copy of the proposed calendar is shown on page 80. Shelley Arrott will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.6 Consideration of and Vote to Approve or Not Approve Changing Friday, March 11, 2016 from a Student Contact Day to a Professional Development Day.

Commentary:

Special Education paraprofessionals must participate in a specific number of training hours each year to maintain compliance with Oklahoma State Department of Education regulations. Currently there are no Professional Development Days scheduled for support personnel. With the number of Special Education paraprofessionals employed by the District, it would put a burden on the students and the District if this training was provided on a student contact day. Specialized training opportunities will be offered to employees not attending the training if the Board makes this decision. Shelley Arrott will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.7 Consideration of and Vote to Approve or Not Approve an Agreement with Dell Kace for Computer Management Services.

Commentary:

Dell Kace is a program that is used for the purpose of managing desktops and laptops. This program allows us to push down software, updates and applications. This program is what allows us to be so responsive to user needs especially when it comes time for state testing. Total cost for this contract is \$18,600.00. Barbara Cusick or Jason Ridenour will answer any questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.8 Consideration of and Vote to Approve or Not Approve accepting the bids for the Entry Remodels for Roosevelt and East Middle School. The bids were received January 28, 2016 at the Central Office from Sooner Construction Company for a total of \$221,000.00. Bret Smith and Sooner Construction will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.9 Consideration of and Vote to Approve or Not Approve accepting the bids for the Administration Office Seminar Room. The old band room on the second floor was unfinished in phase one of the office remodel. The additional space is needed for the number of employees attending staff development training and for our substitute teacher training. Rick Scott Construction is the CM for this project. The bids came in at \$262,942.50. Bret Smith will answer questions.**

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.10 Consideration of and Vote to Approve or Not Approve accepting the Elevator Bid for the Liberty Remodel & Addition Project. The elevator portion of the project did not receive a bid in a timely manner, therefore it was re-advertised and bid again. There were two company's submitting bids. The lowest bid was from ThyssenKrupp for \$87,216.00. Bret smith will answer questions.**

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.11 Consideration of and Vote to Approve or Not Approve accepting the Guaranteed Maximum Price for the Liberty Remodel & Addition Project. The GMP from Sooner Construction Company is \$661,669.00. The bids for the remodel were accepted in December but the elevator section of the project did not receive any bids at that time. The elevator was rebid allowing Sooner Construction to issue the GMP addendum to the project for approval. Bret Smith will answer questions.**

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.12 Consideration of and Vote To Approve or Not Approve accepting the Guaranteed Maximum Price for the Entry Remodels for Roosevelt and East Middle School. The GMP from Sooner Construction Company is \$221,000.00. The bids for remodeling the entries came in January 28, 2016. Bret Smith and Sooner Construction Company will answer questions.**

RECOMMENDED ACTION

The Superintendent recommends approval.

- 6.13 Consideration of and Vote To Approve or Not Approve Change Order No. 4 to Trout Elementary Remodel and Addition Project in the amount of \$13,875.00. This Change Order covered three items: (1) A set of steps needed for safety purposes (2) rerouting the schools' storm drain system under the main entry to accommodate the new entrance structure and (3) changing the ballistic door frames to certified rated frames instead of grout**

filled. The total amount for Change Order No. 4 is \$13,875.40. A copy of the change order is shown on page 81 of the agenda. Bret Smith will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.14 Consideration of and Vote to Approve or Not Approve Declaring March 2, 2016 as “Read Across America Day” in Ponca City Public Schools

Commentary:

Many people in the United States, particularly students, parents and teachers, join forces on *Read Across America Day*, annually held on March 2. This nationwide observance coincides with the birthday of Dr. Seuss, who is known for writing children’s books. The Ponca City Board of Education stands firmly committed to promoting reading as the catalyst for our students’ future academic success, their preparation for America’s jobs of the future, and their ability to compete in a global economy. Motivating children to read is an important factor in student achievement and creating lifelong successful readers. Research has shown that children who are motivated and spend more time reading do better in school.

The Ponca City Board of Education, in harmony with the local Association of Classroom Teachers, calls on each school in the district to promote March 2, 2016 as “Read Across America Day.” Students in Ponca City Public Schools will join millions of their peers across the country to celebrate the annual *Read Across America Day*.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.15 Consideration of and Vote to Approve or Not Approve a Proposed 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 Confidential Conversations with the Board’s Attorney Concerning Pending Claims and Litigation [Authority for Executive Session: 25 O.S. Section 307 (B) (4)]; to Discuss the Purchase or Appraisal of Real Property [Authority for Executive Session: 25 O.S. Section 307 (B) (3)]; and to Discuss Negotiations [Authority for Executive Session: 25 O.S. Section 307 (B) (2)]

Motion for Executive Session if one is desired.

6.16 Return to Open Session

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

6.18 Vote to Approve or Not Approve Recommendations for Termination, Reassignment, Resignation, and Employment of Personnel..... 82-84
Commentary:

A copy of the proposed personnel report is included on pages 82-84 of the agenda.

RECOMMENDED ACTION

The Superintendent recommends approval of the personnel report as presented and/or amended.

7. NEW BUSINESS

8. ADJOURNMENT

***Motion required for adjournment**

(Special accommodations may be made available for this Board meeting. Requests should be made by calling the office of the Superintendent of Schools at (580) 767-8000 no later than Friday, preceding the Board meeting.)