

**AGENDA WITH COMMENTARY
PONCA CITY BOARD OF EDUCATION
REGULAR BOARD MEETING
PONCA CITY INDEPENDENT SCHOOL DISTRICT I-71
613 EAST GRAND AVE.
BOARD ROOM
PONCA CITY, OK 74601
MONDAY, JULY 17, 2017
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. PRESENTATION FROM OKLAHOMA MUNICIPAL POWER AUTHORITY (OMPA)

3. PUBLIC COMMENT

3.1 Comments from the Public

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 Administrative Changes**
- 4.2 Negotiations Scheduled with Association of Classroom Teachers (ACT)**
- 4.3 Roosevelt Elementary Designated as National Historic Place on Register**

5. CONSENT AGENDA

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

- 5.1 Agenda with Commentary 1-10**
- 5.2 Minutes..... 11-25**
 - June 12, 2017 Special Meeting**
 - June 12, 2017 Regular Meeting**
 - June 21, 2017 Special Meeting**
- 5.3 Contracts/Agreements under \$10,000..... 26-34**

**6. ACTION ITEMS (MOTION REQUIRED)
**CONSIDER AND TAKE ACTION ON THE FOLLOWING
 FINANCIAL REPORTS:****

- 6.1 Consideration of and Vote to Approve or Not Approve the Following District
 Financial Reports**
 - A. FY17 General Fund 11 Encumbrances #1447-#1453.....35
 - B. FY17 Child Nutrition Fund 22 Encumbrances #148-#158.....36
 - C. FY17 Summary Change Order Listing as of 07/11/2017 (Funds 11, 21, 22,
 81, LRB Improvement Fund 30, 35, 36)..... 37-45
 - D. FY17 Budget Analysis Reports 46-56
 - E. FY17 Bond Fund Reports 57-61
 - F. FY18 General Fund 11 Encumbrance #3-#345 62-72
 - G. FY18 Building 21 Fund Encumbrances #1-#30 73-74
 - H. FY18 Child Nutrition 22 Encumbrances #1-#63 75-77
 - I. FY18 Gift Fund 81 Encumbrance #1-#1578

J.	FY18 LRB Improvement Fund 30 Encumbrances #1-#15	79
K.	FY18 2015 Construction Bond 34 Encumbrances #1-#5	80
L.	FY18 2016 Construction Bond 36 Encumbrance #1-#7	81
M.	FY18 2017 Construction Bond 37 Encumbrance #1	82
N.	FY18 Budget Analysis Reports	83-94
O.	FY18 Bond Fund Reports	95-99
P.	Booster Club Fundraiser Requests	100-111
Q.	School Activity Fund Revenue/Expenditure Report.....	112-118
R.	School Activity Fund Budgets/Requests	119-164
S.	Treasurer's Report	165-166
T.	Ratification and Approval of Payrolls	

Brenda Storie will answer questions regarding the financial reports included on pages 35-166.

RECOMMENDED ACTION

The Superintendent recommends approval of the financial reports.

6.2 Board to Consider and Take Action on a Motion Approving the Renewal of the Sublease Agreement dated March 1, 2016 between the District and Kay County Public Buildings Authority for the Fiscal Year Ending June 30, 2018 as Required under the Provisions of the Agreement

Commentary:

Oklahoma law requires that a school district take affirmative action each year for a lease agreement to be renewed. Sublease amount is \$22,655.00, which is paid by BancFirst. Brenda Storie will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.3 Consider and Take Action on Changes to Activity Fund Custodians for 2017-18 School Year

Commentary:

Activity fund custodians for the 2017-18 school year were approved at the June 2017 board meeting. With recent changes in personnel, it is necessary to approve new activity fund custodians:

Trenton Murner, West Middle School
J. Denton Long, East Middle School

RECOMMENDED ACTION

The Superintendent recommends approval.

6.4 Consider and Take Action on Science, Mathematics, and Biotechnology Courses for Academic Credit Taken at Pioneer Technology Center

Commentary:

Students may receive credit, with board approval, for science, mathematics, and biomedical courses taught at Pioneer Technology Center. The Oklahoma State Department of Education guidelines require annual approval. The courses follow all guidelines and PASS objectives from the OSDE. Barbara Cusick will answer questions.

<u>Subject</u>	<u>OCAS Code</u>	<u>Subject</u>	<u>OCAS Code</u>
Math - Analysis	(4720)	Anatomy	(5333)
Geometry	(4520)	Physiology	(5220)
Algebra II	(4412)	Principles of Biomedical Science	(8706)
Math of Finance	(4770)	Human Body Systems	(8707)
ACT Prep	(2740)	Biomedical Innovation	(8719)
Biology II	(5032)	Medical Interventions	(8708)

RECOMMENDED ACTION

The Superintendent recommends approval.

6.5 Consider and Take Action on the Following Contracts/Agreements for the 2017-18 School Year

A. Agreement with Tamra Wink, Physical Therapist, to Provide Physical Therapy Services

Commentary:

The purpose of this agreement is to provide for physical therapy services for students enrolled in Ponca City Schools as indicated by physicians, parental consent, and school criteria. The authorized District personnel shall identify the students who need the services and shall approve each individual situation as provided for under state and federal regulations. Ms. Wink shall provide the services at \$80.00 per hour from July 1, 2017 through June 30, 2018 based on student needs as approved by the Special Ed Director. The estimated cost is \$66,000.00 based on 2016-2017 expenses. Ms. Wink is responsible for providing the district with a copy of current Workers' Compensation Insurance or a letter of exemption from the agency that oversees the State Insurance Fund of Oklahoma. Ms. Wink is also responsible for filling out all Medicaid forms on students who are served and eligible for Medicaid. Amy Swartz will answer questions.

B. Agreement with Ardor Health Solutions to Provide Speech and Language Services

Commentary:

The purpose of the agreement with Ardor Health Solutions is to provide services for students enrolled in Ponca City Public Schools as indicated by parental consent and school criteria. The authorized personnel of the

District shall identify the students who need the services and shall approve each individual situation as provided under state and federal regulations. Through Ardor Health Solutions, Ms. Heather Wilson shall provide the speech and language services at \$65.00 per hour at 37.5 hours per week from August 14, 2017 through May 22, 2018.

The District shall not be required to make payment for lunch, break time, sick time or holidays. Ardor Health Solutions agrees to follow the school calendar holidays, days off, early student release days, professional development days and emergency school closing. Ms. Wilson is responsible for providing the district with a copy of current worker's compensation insurance or a letter of exemption from the agency that oversees the State Insurance Fund of Oklahoma. The total cost for the agreement is \$97,500.00. Amy Swartz will answer questions.

C. Agreement with United Community Action Program (UCAP) Head Start to Provide Early Childhood Services with Ponca City Schools at a Cost of \$2,200/Student

Commentary:

This agreement is to provide early childhood services at a cost of \$2,200.00 per student for a maximum of 20 children. Reimbursement is based on enrollment as of October 1, 2017. Total amount for this agreement is \$44,000.00. Shelley Arrott will answer questions.

D. Agreement with Worth Avenue Group, LLC for Insurance for Student Laptops Issued to Students at Ponca City High School & East Middle School

Commentary:

This agreement is for electronic device insurance coverage for laptops issued to students for the 2017-2018 school year. Insurance will cover theft, fire/flood damage, vandalism, natural disasters and power surge due to lightning. A total of 2,000 laptops located at the High School and East Middle School. Laptops will be insured at a cost of \$13.00 per unit for 2,000 units. The total cost is \$26,000.00. The students pay a \$30.00 fee for the insurance at the time the laptop is issued to them. That fee is reimbursed to the District. Bret Smith will answer questions.

E. Agreement with Renaissance Learning for License Agreement

Commentary:

This agreement is for a license used by K-12 in assessing reading and math levels of students. The following programs will be utilized: Accelerated Math; MathFacts in a Flash; STAR Math; Accelerated Reader; STAR Early Literacy and STAR Reading. The total cost is \$72,910.72. Barbara Cusick or Jason Ridenour will answer questions.

F. Agreement with Blackboard, Inc. for Web Community Manager Essential, Mass Communications, Mobil Communications App, and Social Media Manager

Commentary:

This is the renewal with Blackboard for web community manager for 11 sites, mass notification, mobile communications app, and social media manager. The cost is \$30,723.36. The renewal term is July 1, 2017-June 30, 2018. Jason Ridenour will answer questions.

G. Agreement with Forecast 5 Analytics for Data Analytics Software

Commentary:

Forecast 5 Analytics provides a software suite built for public sector administrators which is used for public sector tasks and projects. It has been designed to eliminate the time-consuming task of reproducing spreadsheets to create financial models and having to modify them when financial assumptions change. The annual agreement cost is \$13,442.00, and there are three (3) 3 components to the software package:

- “5Cast” is a budgeting and forecasting tool allowing users to simulate “what-if” scenario analysis for the purpose of developing multi-year financial forecasts.
- “5Sight” is an analytics tool which allows users to generate business insights with performance data and the ability to create customized benchmark peer groups.
- “5Maps” allows users to integrate their business data with Google Maps to generate new insights with geographic perspective.

Brenda Storie will answer questions.

H. Agreement with ThyssenKrupp Elevator Corporation for Elevator Maintenance for the 2017-18 School Year

Commentary:

This maintenance agreement with ThyssenKrupp Elevator is to maintain elevators: two (2) at the High School, one (1) at each of the following locations: Robson Field House, East Middle School, West Middle School, Roosevelt Elementary and the Board of Education along with two (2) chair lifts at Woodlands Elementary. This agreement is for the 2017-2018 school year. The cost is \$15,120.00. Bret Smith will answer questions.

I. Agreement with Therapia Staffing to Provide Speech and Language Services

Commentary:

The purpose of the agreement with Therapia Staffing is to provide services for students enrolled in Ponca City Public Schools as indicated by parental consent and school criteria. The authorized personnel of the District shall identify the students who need the services and shall approve each individual situation as provided under state and federal regulations. Through Therapia, Ms. Michelle Goldsmith-Dillard shall provide the speech and language services at \$62.00 per hour at 37.5 hours per week from August 14, 2017 through May 22, 2018.

The District shall not be required to make payment for lunch, break time, sick time or holidays. Therapia Staffing agrees to follow the school calendar holidays, days off, early student release days, professional development days and emergency school closing. Ms. Goldsmith-Dillard is responsible for providing the district with a copy of current worker's compensation insurance or a letter of exemption from the agency that oversees the State Insurance Fund of Oklahoma. The total cost for the agreement is \$86,025.00. Amy Swartz will answer questions.

J. Agreement Between Kildare Public Schools and Ponca City Public Schools for Special Education Services

Commentary:

Ponca City Public Schools will provide services for one student attending the district Training Skills Lab for the 2017-2018 school year. Kildare Public Schools agrees to payment of the services outlined in the contract. Total cost of the contract is up to \$13,916.00. Amy Swartz will answer questions.

K. Agreement with Endex, Inc. of Tulsa for Fire Alarm Panel Retrofit and Monitoring

Commentary:

Endex, Inc. of Tulsa will install an IP communication system to 17 fire alarm panels in the district. This will allow monitoring according to state fire code, but utilizing internet monitoring instead of traditional phone lines. This agreement also includes an annual monitoring fee of \$216.00 per panel. The cost of the agreement for equipment, labor, materials and monitoring fees is \$18,172.00. Bret Smith will answer questions.

L. Subscription License with CDW-G for GoGuardian Admin Teacher Bundle for Online Monitoring

Commentary:

GoGuardian allows teachers to monitor student activity while online. A live timeline shows exactly what each student is working on, complete with aggregate history reports and timely intervention opportunities. They will

also gain access to analytics and data that can be used to improve and maximize learning while minimizing distractions. The cost of the agreement is \$21,762.00 for a one year subscription. Jason Ridenour or Barbara Cusick will answer questions.

M. Renewal of Agreement with the City of Ponca City for the School Resource Officers Program for the 2017-18 School Year

Commentary:

This Agreement is for two (2) school resource officers. One officer is located at the Senior High School and the other is located at West and East Middle Schools. The district provides office and desk facilities and other essential office equipment for the officers to conduct business. The officers are under the direct supervision of and are employees of the Ponca City Police Department. In addition to the law enforcement duties, the officers will be available to the District for educational programs that fall under their area of expertise. The school district will reimburse the City for a total \$121,103.01 for both officers for nine months of service. Bret Smith will answer questions.

N. Agreement with Pioneer Technology Center for Dropout Recovery Program (SHARE)

Commentary:

This SHARE Agreement concerns the enrollment and funding of sophomore, junior, and senior students in the Dropout Recovery Program. Ponca City Public Schools agrees to pay Pioneer Technology Center seventy-five percent (75%) of the student grade weight funding for secondary students received from the State Department of Education in the form of ADM for each student enrolled from the district in the program. Ponca City Public Schools agrees to provide transcripts and general relevant information for each student and work with the SHARE Program staff to confirm credits and documentation necessary to meet the requirements for graduation for enrolled students. Estimated cost of the agreement is \$150,000.00 based on 2016-2017 expenses. Barbara Cusick will answer questions.

O. Agreement with Failure Free Reading for Reading Intervention Licenses

Commentary:

This one-year agreement is for the implementation of 81 Online Student License from Failure Free Reading. This reading program provides personalized learning on fundamental literacy skills and includes access to Online Diagnostic Prescriptive assessments and access to all levels and lessons for students. The agreement includes a half-day training for teachers. This is used by special education students at East Middle School

and Ponca City High School. The cost of the agreement is \$12,150.00. Amy Swartz will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.6 Consider and Take Action on Adopting a School-Hours Policy for the 2017-2018 School Year

Commentary:

By adopting a School-Hours Policy, the District has the option to calculate the school year based on hours rather than days. Prior to October 15, the District must send a letter of notification, along with documentation of school board approval, to the Accreditation Division, State Department of Education, that they have approved a calendar school-hours policy. Shelley Arrott will answer questions.

RECOMMENDED ACTION

The Superintendent recommends approval.

6.7 Motion and Vote to Convene in Executive Session, if desired, for the Following Purposes: to Discuss the Possible Termination, Reassignment, Resignation, and Employment of Personnel on the Attached Detailed Personnel Report [25 O.S. Section 307 (B) (1)]; to Discuss Confidential Conversations with the Board’s Attorney Concerning Pending Claims and Litigation [25 O.S. Section 307 (B) (4)]; to Discuss Negotiations with Association of Classroom Teachers (ACT) [25 O.S. Section 307 (B) (2)]; to Discuss a Matter whereby Disclosure of any Additional Information Would Violate Confidentiality Requirements of State or Federal Law [25 O.S. Section 307(B)(7)]

Motion for Executive Session if one is desired

6.8 Return to Open Session

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

6.10 Vote to Approve or Not Approve Recommendations for Termination, Reassignment, Resignation, Salary Adjustments, and Employment of Personnel..... 167-184

Commentary:

A copy of the proposed personnel report is included on pages 167-184 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 no later than Thursday, preceding the Board meeting.)