

POTEAU ISD #29

A G E N D A

Special Board of Education Meeting

6:00 P. M. July 13, 2020

Bert Corr Administration Building - - 100 Mockingbird Lane

Poteau, OK 74953

NOTE: The Poteau Board of Education may discuss, vote to approve, vote to disapprove, vote to table, or decide not to vote on any item on this agenda.

Via Videoconference: Ron Hall, Ranada Adams, Deann Williams, Matt McBee, and Earl Jobe.

- I. INVOCATION.**
- II. CALL TO ORDER AND ROLL CALL OF MEMBERS.**
- III. RECOGNITION OF GUESTS.**
- IV. COMMENTS FROM THE PUBLIC.**
- V. 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:**
 - 1. Minutes of the Special Board Meeting June 8, 2020.**
 - 2. Minutes of the Special Board Meeting of June 30, 2020.**
 - 4. Financial Reports.**
 - 5. Encumbrances.**
 - 6. Change Orders**
- VI. Item - - BOARD TO CONSIDER AND TAKE ACTION ON A MOTION APPROVING THE RENEWAL OF THE QUALIFIED ZONE ACADEMY BOND LEASE FOR THE FISCAL YEAR ENDING JUNE 30, 2021 AS REQUIRED UNDER THE PROVISIONS OF THE EQUIPMENT LEASE PURCHASE AGREEMENT DATED AUGUST 24, 2010 BETWEEN THE DISTRICT AND ZIONS FIRST NATIONAL BANK.**

Information - - Oklahoma law requires that a school district take affirmative action each year for a lease-purchase to be renewed.

Recommendation - - The Board approve the renewal of the lease-purchase of District-wide Improvements for the fiscal year ending June 30, 2021 as required under the provisions of the Equipment Lease Purchase Agreement dated August 24, 2010 between the District and Zions First National Bank (QZAB Bonds).

VII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE PRICE QUOTES FOR PAPER FOR POTEAU PUBLIC SCHOOLS.

Information - - Bids for paper have been received and recorded. A recommendation will be made in the meeting.

Recommendation - - The board vote to approve the recommended paper bid for the 2020-2021 school year.

VIII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE PRICE QUOTES FOR DIESEL FOR THE 2020-2021 SCHOOL YEAR.

Information - - Bids for diesel fuel have been received and recorded. A recommendation will be made in the meeting.

Recommendation - - The board approve the recommended diesel bid for the 2020-2021 school year.

IX. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE A CONTRACT WITH ROSS TRANSPORTATION FOR THE LEASE OF 2 BUSES.

Information - - The district has leased 2 buses for several years.

Recommendation - - The board approve the lease.

X. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE AN ACTIVITY FUND CUSTODIAN.

Information - - The Activity Fund checks require two signatures before processing. Poteau School District would like to add Vallerie Martin to the list of Activity Fund Custodians. Adding another Activity Fund Custodian would help speed up the process when signatures are needed.

Recommendation - - The board vote to approve adding Vallerie Martin to be an Activity Fund Custodian.

XI. Item - - DISCUSSION AND VOTE TO APPROVE CONTRACTS FOR SERVICE FOR 2020-2021

Information - - The following contracts for Service and Inter-Agency Agreements are needed for the 2020-2021 school year.

1. CDI Head Start
2. District Treasurer

Recommendation - - The board approve the Contracts for the 2020-2021 School year.

XII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE AUTHORIZATION FOR POTEAU SCHOOL PROGRAMS.

Information - - The board needs to approve selected staff as Purchasing Agents for all Funds, all Federal Programs and all State Programs.

Recommendation - - The board vote to approve Superintendent Dr. Don Sjoberg and Vallerie Martin as Purchasing Agents for Poteau Independent School District and as Authorized Representatives for all Funds, including Child Nutrition Fund, Bond Fund, Building Fund, Co-op Fund, Activity Fund, and all Federal Programs including E-Rate, all State Programs, and all other school programs and activities not listed for the 2020-2021 school year.

- XIII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE ACTIVITY FUND RAISER/S FOR THE 2020-2021 SCHOOL YEAR.**
Information - - By law all Activity Fund Raisers are to be approved by the board of education. Poteau School District Fund Raiser/s for the 2020-2021 school year will be presented.
Recommendation - - The board vote to approve the Poteau School District Fund Raiser/s for the 2020-2021 school year.
- XIV. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE SALARY SCHEDULES FOR 2020-2021.**
Information - - Salary Schedules for the 2020-2021 school year will be presented for board approval.
Recommendation - - The board approve the Salary Schedules for 2020-2021.
- XV. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE EXTRA DUTY COMPENSATION SCHEDULE FOR 2020-2021.**
Information - - The Extra Duty Compensation Schedule is reviewed and approved on an annual basis.
Recommendation - -The board approve the Extra Duty Compensation Schedule for the 2020-2021 school year.
- XVI. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE AN EXTENSION TO THE FOOD SERVICE MANAGEMENT CONTRACT.**
Information - -Our Food Service Management Company has presented a request for an extension of the contract for the 2020-2021 school year.
Recommendation - - The board approve the extension to the food service management contract.
- XVII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE SURPLUS ITEMS.**
Information - - Several items at the sites are unusable and have been submitted to be declared surplus.
Recommendation - - The board approve the items for surplus.
- XVIII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE BOARD POLICIES.**
Information - - Recent events have made it necessary to review district policies with regard to the procedures and policies dealing with the pandemic.
Recommendation - -The board discuss and approve appropriate policies.

XIX. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE A MODIFICATION TO THE 2020-2021 SCHOOL CALENDER.

Information - - Our teaching staff will need more training to deliver virtual instruction. It is recommended that the district delay the start of school to August 17 to allow additional Professional Development days to be added prior to the return of students.

Recommendation - -The board approve the modification to the 2020-2021 school calendar.

XX. ITEM - BOARD TO CONSIDER AND TAKE ACTION ON A MOTION APPROVING THE RENEWAL OF THE SUBLEASE AGREEMENT DATED APRIL 1, 2019 BETWEEN THE DISTRICT AND LEFLORE COUNTY PUBLIC FACILITIES AUTHORITY FOR THE FISCAL YEAR ENDING JUNE 30, 2021 AS REQUIRED UNDER THE PROVISIONS OF THE AGREEMENT.

Information - - Oklahoma law requires that a school district take affirmative action each year for a lease agreement to be renewed. The district entered into a sublease agreement on April 1, 2019 with the County Public Facilities Authority as part of accessing bond revenue needed for construction of the new buildings.

Recommendation - - The board approve the renewal of the sublease agreement.

XXI. NEW BUSINESS

XXII. SUPERINTENDENT'S REPORT – Update on Construction Projects.

1. Career Tech Update - Michael Culwell

XXIII. EXECUTIVE SESSION.

Proposed Executive Session to: (1.) Discuss, employ, re-employ/not employ, or table consideration on personnel for the 2020-2021 school year, to accept or not accept personnel resignation/s set out below so the board can return to Open Session and vote to employ, re-employ/not employ, or table employment on personnel listed and accept or not accept resignation/s for positions listed. (25 O.S., Section 307) (B) (1) (7) and B (3).

XXIV. Vote to convene into Executive Session.

- a. Discuss the resignation(s) of employee(s) and any resignations submitted since the posting of the Agenda.

Charli Lamb – PKMS Teacher
Kristen Broussard – Papa Professional

b. Discuss the re-employment/employment of the following:

Kathy Martin - PKMS School Secretary
Lisa Storer – 7th/8th grade Teacher
Jill Thomas – PKMS Teacher
Jennifer Falkner – PKMS FACS
Olivia Livingston – PPS Teacher
Kylee Morris – School Nurse
Lacey Mellor – Part time Teacher/Clerical
Dale Fox – PKMS Custodian

XXV. Vote to acknowledge the board has returned from Executive Session to Open Session.

1. Executive Session Compliance Statement by Board President.

XXVI. Vote to approve the resignation(s) of employee(s) and any resignations submitted since the posting of the Agenda.

Charli Lamb – PKMS Teacher
Kristen Broussard – Papa Professional

XXVII. Vote to approve the employment of the following:

Kathy Martin – PKMS School Secretary
Lisa Storer – 7th/8th grade Teacher
Jill Thomas – PKMS Teacher
Jennifer Falkner – PKMS FACS
Olivia Livingston – PPS Teacher
Kylee Morris – School Nurse
Lacey Mellor – Part time teacher/clerical
Dale Fox – PKMS Custodian

XXVIII. ADJOURN.

Name of person posting this Notice: _____ **Helen Merritt**
(type or print)

(Signature) _____ **Minutes Clerk**
(Title)

Poteau Public Schools, 100 Mockingbird Lane, Poteau, Oklahoma.

**Posted this 10th day of July 2020, at 4:00 o'clock
P.M., on the bulletin board outside the Bert Corr Administration Building,
Poteau .**

Public viewing access information:

<https://zoom.us/j/2340211136?pwd=QXYyQWdBcU1HSzdVZUtqUjhSVlFhdz09>

Meeting ID: 234-021-1136