

**POTEAU ISD #29**

**A G E N D A**

**Regular Board of Education Meeting**

**6:00 P. M. April 13, 2015**

**Bert Corr Administration Building - - Board Room**

**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.**

- I. INVOCATION.**
- II. CALL TO ORDER AND ROLL CALL OF MEMBERS.**
- III. RECOGNITION OF GUESTS.**
- IV. ALL 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 Regular Board Meeting March 9, 2015.**
  - 2. Financial Reports.**
  - 3. Encumbrances.**
- V. Item - - BOARD TO CONSIDER AND TAKE ACTION ON A RESOLUTION DETERMINING THE MATURITIES OF, AND SETTING A DATE, TIME AND PLACE FOR THE SALE OF THE \$975,000 GENERAL OBLIGATION BUILDING BONDS OF THE SCHOOL DISTRICT.**

**Information - - A Special Board Meeting will be held on May 13, 2015 at 1:00 o'clock pm. The meeting is for the purpose of selling bonds.**

**Recommendation - - The board vote to approve the Resolution calling for May 13, 2015 at 1:00 o'clock pm to be a Special Board Meeting.**
- VI. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE AUTHORIZED REPRESENTATIVES FOR POTEAU SCHOOL PROGRAMS.**

**Information - - The board needs to approve the superintendent and Jeremy Quarry as the authorized representatives for contracting, applications, purchasing, and claiming for all Funds, all Federal Programs and all State Programs.**

**Recommendation - - The board vote to approve Superintendent Dr. Don Sjoberg and Business/Finance Director Jeremy Quarry as authorized representatives for Poteau Independent School District for contracting, applications, purchasing, and claiming for all Funds including E-Rate, Child Nutrition Fund, Bond Fund, Building Fund, Co-op Fund, Activity Fund, and all Federal Programs, all State Programs, and all other school programs and activities available for the 2015-2016 school year.**

**VII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE CONTRACT FOR VOCATIONAL PROGRAMS.**

**Information** - - Annually the district has to submit a Local Contract for Secondary and Full-Time Adult Vocational Education Programs to the Oklahoma Department of Vocational Technical Education. The programs include: Technology Education and Family and Consumer Sciences (Pansy Kidd Middle School), Agriculture Education and Family and Consumer Sciences (Poteau High School).

**Recommendation** - - The board vote to authorize the Superintendent to sign and submit the Contract for Technology Education and Family and Consumer Sciences (Pansy Kidd Middle School), Agriculture Education and Family and Consumer Sciences (Poteau High School) for the 2015-2016 school year.

**VIII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE TEMPORARY APPROPRIATIONS FOR 2015-2016.**

**Information** - - It is routine for school districts to secure a temporary appropriation at the end of a fiscal year so that business may be conducted until official appropriations are approved by the County Excise Board. A temporary appropriation is requested for the General Fund in the amount of \$16,007,857.00; Cafeteria Fund in the amount of \$1,125,595.00; and Building Fund in the amount of \$918,846.00; Temporary appropriations are not required for the other funds.

**Recommendation** - - The board vote to approve a request that the County Excise Board approve temporary appropriations for the General Fund in the amount of \$16,007,857.00; Cafeteria Fund in the amount of \$1,125,595.00; and Building Fund in the amount of \$918,846.00;

**IX. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE RESOLUTION FOR SCHOOLS AND LIBRARIES UNIVERSAL SERVICES (E-RATE) FOR 2015-2016.**

**Information** - - The school applies each year for E-Rate Program funding from the Universal Services Administrative Company, Schools and Libraries Division. The board approves each application and the total is \$71,879.68. This Resolution authorizes the filing of the Form 471 applications for funding year 2015-2016 and the payment of the applicant's share upon approval of funding and receipt of services.

**Recommendation** - - The board vote to approve the E-Rate Resolution, Form 471 for 2015-2016.

**X. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE A SCHOOL AUDITOR CONTRACT FOR 2015-2016.**

**Information** - - Selection of a school auditor requires board approval. Jack H. Jenkins, CPA has submitted his contract for approval. The contract amount of \$7,900.00 is the same rate the district paid last year.

**Recommendation** - - The board approve the contract for school auditor submitted by Jack H. Jenkins, CPA for the 2015-2016 school year.

**XI. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE AN OKLAHOMA DEPARTMENT OF REHABILITATION SERVICES (DRS) CONTRACT.**

**Information** - - Contracting with DRS allows qualified students to work and receive pay. The school will be reimbursed by DRS for salaries of qualified students.

**Recommendation** - - Approve the Contract with the Department of Rehabilitation Services (DRS).

**XII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE ACTIVITY FUND RAISER/S FOR 2014-2015 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 2014-2015 school year will be presented.

**Recommendation** - - The board vote to approve the Poteau School District Fund Raiser/s for 2014-2015 school year.

**XIII. NEW BUSINESS.**

**XIV. SUPERINTENDENT'S REPORT.**

- a. Teacher of the Year.
- b. Summer FACES.
- c. District Updates.

**XV. Proposed Executive Session to: (1.) Discuss, employ, re-employ/not employ, or table consideration on personnel for 2014-2015 school year, to accept or not accept personnel resignation/s, and discuss the purchase of real estate 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 (3).**

**1. Vote to convene into Executive Session.**

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

Lorraine Caldwell  
Cherrylene Neal  
Greg Werner  
John Spencer

**b. Discuss the employment of:**

Tiffany Smith - LPC  
Kelly Holton - Summer School Principal

**c. Discuss the purchase of real estate.**

- 2. Vote to acknowledge the board has returned from Executive Session to Open Session.**
- 3. Executive Session Compliance Statement by Board President.**
- 4. Vote to approve the resignation(s) of employee(s) and any resignation/s submitted since the posting of the Agenda.**

**Lorraine Caldwell  
Cherrylene Neal  
Greg Werner  
John Spencer**

- 5. Vote to approve the employment of:**

**Tiffany Smith - LPC  
Kelly Holton - Summer School Principal**

- 6. Vote to approve the purchase of real estate.**

**XVI. ADJOURN.**

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

\_\_\_\_\_  
(Signature) \_\_\_\_\_ **Deputy Clerk**  
(Title)

**Posted this 10th day of April, 2015, at 6:00 o'clock P.M., on  
the bulletin board outside the Bert Corr Administration Building, Poteau  
Public Schools, 100 Mockingbird Lane, Poteau, Oklahoma.**