

POTEAU ISD #29

A G E N D A

Regular Board of Education Meeting

6:00 P. M. July 11, 2016

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.

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 June 13, 2016.**
- 2. Minutes of the Special Board Meeting of June 30, 2016.**
- 4. Financial Reports.**
- 5. Encumbrances.**

V. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE PRICE QUOTES/BIDS FOR POTEAU PUBLIC SCHOOL DISTRICT CAFETERIA ITEMS.

Information - - Price Quotes/Bids will be discussed for the following items:

- 1. Cafeteria dairy items for 2016-2017.**
- 2. Cafeteria bread items for 2016-2017.**

Recommendation - - The board approve the best quote/bid as presented for Poteau School District cafeteria items for the 2016-2017 school year.

VI. 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 2016-2017 school year.

VII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE PRICE QUOTES FOR GASOLINE AND DIESEL FOR 2016-2017 SCHOOL YEAR.

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

Recommendation - - The board approve the recommended gasoline and diesel bid for the 2016-2017 school year.

VIII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE CONTRACTS FOR SERVICE FOR 2016-2017.

Information - - The following Contracts for Service and Inter-Agency Agreements are needed for the 2016-2017 school year:

1. School Resource Officer – City provides police officer to schools
2. Kibois Head Start – Provides services to 4-Year Old Program
3. Supplemental Health Care – Provides Speech Services.

Recommendation - - The board approve the Contracts for Service for 2016-2017 as presented.

IX. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE POTEAU SCHOOL STUDENT HANDBOOKS FOR THE 2016-2017 SCHOOL YEAR.

Information - - Poteau School District Handbooks will be discussed. Changes to the 2016-2017 Handbooks will be reviewed.

Recommendation - - The board approve Poteau School District Handbooks for 2016-2017 school year.

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

Information - - The board needs to approve the superintendent as Purchasing Agent for all Funds, all Federal Programs and all State Programs.

Recommendation - - The board vote to approve Superintendent Dr. Don Sjoberg and Jeremy Quarry as Purchasing Agent for Poteau Independent School District, Authorized Representative for all Funds, 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 2016-2017 school year.

XI. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE ACTIVITY FUND RAISER/S FOR THE 2016-2017 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 2016-2017 school year will be presented.

Recommendation - - The board vote to approve the Poteau School District Fund Raiser/s for the 2016-2017 school year.

XII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE SALARY SCHEDULES FOR 2016-2017.

Information - - Salary Schedules for the 2016-2017 school year will be presented for board approval.

Recommendation - - The board approve the Salary Schedules for 2016-2017.

XIII. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE EXTRA DUTY COMPENSATION FOR THE 2016-2017 SCHOOL YEAR.

Information - - The Extra Duty Compensation Schedule needs to be reviewed each year.

Recommendation - - The board approve the Extra Duty Compensation Schedule for the 2016-2017 school year.

XIV. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE THE ADMINISTRATION/DIRECTOR'S COMPENSATION SCHEDULE FOR 2016-2017.

Information - - Administration/Director's Compensation Schedule for 2016-2016 will be presented for board approval. Salary Schedules are used to set employee contracts for the 2016-2017 school year beginning July 1, 2016.

Recommendation - - The board approve the Administration/Director's Compensation Schedule for 2016-2017.

XV. Item - - DISCUSSION AND VOTE TO APPROVE OR NOT APPROVE A RENTAL CONTRACT WITH THE PRESBYTERIAN CHURCH FOR ADULT BASIC EDUCATION.

Information - - During this past year, the Adult Basic Education Program has been successfully housed at the Presbyterian Church Annex. The District needs to contract with the Presbyterian Church for the 2016-2017 school year to rent their annex for Adult Basic Education.

Recommendation - - Board vote to approve the Rental Contract with the Presbyterian Church for Adult Basic Education for the 2016-2017 school year.

XVI. Item - - DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE A GENERAL TRADEMARK ASSIGNMENT BETWEEN THE POTEAU QUARTERBACK CLUB AND POTEAU PUBLIC SCHOOLS, UNDER WHICH THE POTEAU QUARTERBACK CLUB WILL ASSIGN AND TRANSFER OWNERSHIP OF CERTAIN TRADEMARKS TO POTEAU PUBLIC SCHOOLS AND POTEAU PUBLIC SCHOOL WILL PAY \$552 TO THE POTEAU QUARTERBACK CLUB TO REIMBURSE IT FOR THE COSTS AND FEES INCURRED IN REGISTERING THE TRADEMARK WITH THE OKLAHOMA SECRETARY OF STATE.

Information - - The Quarterback Club purchased the rights to use certain trademarks for fund-raising activities. The school attorney has developed an agreement for the school district to purchase the rights for use by the school.

Recommendation - - The board review the agreement for possible approval.

XVII. Item - - DISCUSSION AND VOTE TO APPROVE AND/OR SANCTION OR NOT APPROVE AND/OR SANCTION BOOSTER CLUBS FOR THE 2016-2017 SCHOOL YEAR.

Information - - By law all Booster Clubs must be sanctioned and approved by the Board of Education. Booster Clubs have been sent the paperwork necessary to be sanctioned by the board. The process of sanctioning is necessary to protect every person who is involved with the raising of funds for student activities. The process not only protects all school officials, including the school board, administration and staff, it also protects the trust of patrons who financially support valuable student organizations. A list will be presented at the meeting.

Recommendation - - The board approve and/or sanction the Booster Clubs for the 2016-2017 school year as presented.

XVIII. NEW BUSINESS.

XIX. SUPERINTENDENT'S REPORT.

XX. EXECUTIVE SESSION.

Proposed Executive Session to discuss, to employ, re-employ/not employ, or table consideration on personnel for 2016-2017 school year; to accept or not accept personnel resignations 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 resignations for positions listed (25 O.S., Section 307 (B) (1))

1. Vote to convene into Executive Session.
 - a. Discuss the resignation(s) of employee(s) and any resignations submitted since the posting of the Agenda.
 - b. Discuss the employment of the following:
 - Joshua Clemmer – PKMS Media Specialist
 - Kristopher Smith – Indian Education Math Interventionist
 - Primary Teacher – To be named
 - Quincy Pate - After School Program (Sub Activity Trips)
 - Atticus Pate - After School Program (Sub Activity Trips)
 - Cole Adams - After School Program (Sub Activity Trips)
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 resignations submitted since the posting of the Agenda.
5. Vote to approve the employment of the following:

Joshua Clemmer – PKMS Media Specialist
Kristopher Smith – Indian Education Math Interventionist
Primary Teacher – To be named
Quincy Pate - After School Program (Sub Activity Trips)
Atticus Pate - After School Program (Sub Activity Trips)
Cole Adams - After School Program (Sub Activity Trips)

XXI. ADJOURN.

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

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

Schools, 100 Mockingbird Lane, Poteau, Oklahoma.

**Posted this 8th day of July 2016, at 12:00 o'clock
P.M., on the bulletin board outside the Bert Corr Administration Building,
Poteau**