

**AGENDA**  
**BRISTOW PUBLIC SCHOOLS, I.S.D. NO. 2**  
**CREEK COUNTY, OKLAHOMA**  
**REGULAR BOARD MEETING**  
**SEPTEMBER 14, 2020 - 6:00 P.M.**  
**Administration Board Room**  
**Bristow Administration Building**  
**420 North Main, Bristow, OK 74010**

As required by Section 311, Title 25, of the Oklahoma Statutes as amended, notice is hereby given that the Board of Education of Independent School District Number 2, Creek County Oklahoma, will hold a regular meeting on the 14<sup>th</sup> day of September, 2020, at 6:00 p.m. at the Bristow Public Schools Administration Building, 420 North Main, Bristow, Oklahoma.

**AGENDA**


Following is a list of the business to be conducted by the Board of Education at the above mentioned meeting:

1. Opening ceremonies.
2. Call to order and recording of members present or absent.
3. **CONSENT AGENDA:** 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 for the discussion, consideration, and approval of the following items:
  - A. Minutes of the August 10, 2020 regular board meeting
  - B. Approval of the monthly financial reports of the activity funds
  - C. Approval of the monthly Treasurer's report
  - D. Approval of the monthly revenue reports
  - E. Approval of the monthly expenditure (budget analysis) reports
  - F. Approval of substitutes
4. Discussion and possible action to approve the Estimate of Needs for school year 2020-2021.
5. Superintendent Report and Discussion
  - A. Construction and Maintenance Update – Facilities Director Cody Phillips
  - B. Site Reports – Principals
  - C. Curriculum Update – Director of Instruction Krista Burden
  - D. Financial Update – Director of Instruction Krista Burden
  - E. Current School Enrollment – Superintendent Curtis Shelton
  - F. Out-of-state Travel Requests – (1.) Agricultural Education staff to travel to various states during the months of October, November, and December to locate animals for students' supervised agricultural projects; (2.) Agricultural Education Instructor and students with projects to travel to Kansas City, MO to attend the National Kansas City Show.
6. Discussion and possible action to declare district property as surplus and authorize administration to dispose of properly.
7. Discussion and possible action to approve a special services agreement with United Community Action Head Start for school year 2020-2021.

**AGENDA**  
**September 14, 2020**  
**Page Two**

8. Discussion and possible action to approve the Alternative Education Plan for school year 2020-2021.
9. Discussion and possible action to approve the Gifted Education Committee for school year 2020-2021.
10. Discussion and possible action to approve an agreement with Debra Pearson, to provide hearing impaired interpreter services for school year 2020-2021.
11. Discussion and possible action to approve an agreement with American Red Cross to allow the usage of school district facilities as service delivery sites for disaster victims.
12. Public hearing to allow tribal officials and parents of Indian children to discuss the school's Impact Aid program, to make recommendations concerning the needs of their children, the LEA's educational program and the degree of parental participation allowed.
13. Discussion and possible action to authorize Director of Special Services Kim Gilbert, a trained and certified staff member, to conduct teacher evaluations for school year 2020-2021.
14. Discussion and possible action to approve an addition to page 14 in the High School handbook for school year 2020-2021.
15. Discussion and possible action to approve a one-time stipend for special education and speech pathologist teachers to be paid through COVID Assist-Project 617 (Exhibit A).
16. Discussion and possible action to approve the following:
  - A. General Fund Encumbrances #249 through #322 in the amount of \$154,181.72 (Exhibit B)
  - B. Building Fund Encumbrances #10 in the amount of \$6,113.00 (Exhibit C)
  - C. Bond Fund Encumbrance #4 through #5 in the amount of \$11,006.00 (Exhibit D)
  - D. Payroll Change Orders, as presented
17. **Proposed Executive Session** to discuss the employment for the following positions for school year 2020-2021: Home Alone master teacher, a custodian and a part-time nurse; to discuss the employment of Miranda Groom as an adjunct secondary social studies teacher [25 O.S. Section 307(B)(1)].
  - A. Vote to convene or not convene in Executive Session.
  - B. Recognize returning to Open Session.
  - C. Statement of Executive Session Minutes Clerk.
18. Discussion and possible action to approve the following positions:
  - A. Home Alone master teacher
  - B. Custodian
  - C. Part-time nurse
19. Discussion and possible action to approve employment of Miranda Groom as an adjunct secondary social studies teacher.
20. Report and discussion from board members.
21. New business not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.
22. Adjourn.

Posted this 11<sup>th</sup> day of September, 2020 – 9:00 a.m. at the entrance of the Bristow Administration Building and on the Bristow Schools website – [www.bristow.k12.ok.us](http://www.bristow.k12.ok.us).

  
Deanna Adamé, Minutes Clerk

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| <b>EXHIBIT A</b> |
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**BRISTOW PUBLIC SCHOOLS  
2020-2021 ONE TIME STIPEND  
TO BE PAID 9-15-2020  
COVID ASSIST-PROJECT 617**

**Special Education and Speech Teachers**

|                         |          |
|-------------------------|----------|
| Dana Beard              | \$180.00 |
| Delva Bird              | \$660.00 |
| Forrest Brandt          | \$450.00 |
| Deeanna Cook            | \$590.00 |
| Matthew Cook            | \$270.00 |
| Jennifer Dobson         | \$230.00 |
| Tammy Ethelberth        | \$330.00 |
| Andra Hickman           | \$320.00 |
| Jennifer Morgan         | \$630.00 |
| Drew Provens            | \$300.00 |
| Shaun Roebuck           | \$450.00 |
| Cecilia Shironaka       | \$170.00 |
| Paul-Pascal Van De Poel | \$220.00 |
| Sienna Vassar           | \$300.00 |
| Kimberly Yocham         | \$450.00 |

## Purchase Order Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 7/1/2020 - 6/30/2021, PO Range: 249 - 322

| PO No | Date       | Vendor No | Vendor                          | Description                               | Amount   |
|-------|------------|-----------|---------------------------------|---|----------|
| 249   | 08/07/2020 | 12524     | TREAT'S SOLUTIONS, INC          | 788-Districtwide Sprayers                 | 9,517.00 |
| 250   | 08/12/2020 | 15477     | ACTION, INC                     | Bottle Fill Stations-MS/HS                | 6,000.00 |
| 251   | 08/13/2020 | 41        | OKLAHOMA TAX COMMISSION         | New Tags for Leased Buses                 | 750.00   |
| 252   | 08/13/2020 | 17587     | Don Brown Bus Sales, Inc        | "Safety First" Face Mask Signs for Buses  | 354.15   |
| 253   | 08/13/2020 | 1         | MUNICIPAL ACCOUNTING SYS INC    | GF Warrants                               | 424.00   |
| 254   | 08/17/2020 | 12576     | STUDIES WEEKLY                  | Barnett-Social Studies Weekly             | 795.00   |
| 255   | 08/17/2020 | 17549     | Edgenuity                       | Collins-Virtual Program                   | 7,200.00 |
| 256   | 08/17/2020 | 17588     | University of Oregon            | OKTransform Grant-Discipline Data Tracker | 350.00   |
| 257   | 08/17/2020 | 14590     | RACHEL SCHONFIELD               | Change Signs-Face Covering Required       | 50.00    |
| 258   | 08/17/2020 | 80        | D & D OFFICE SUPPLY, INC        | Office Supplies-Ponder                    | 141.39   |
| 259   | 08/17/2020 | 17197     | VISA-Time Station               | Inspire Academy                           | 323.46   |
| 260   | 08/17/2020 | 104       | WALMART COMMUNITY               | Autism Class Mini Refrigerator            | 150.00   |
| 261   | 08/17/2020 | 389       | SCHOLASTIC BOOK FAIR-8          | JOM Incentive MS Fall/Spr 2020            | 2,100.00 |
| 262   | 08/17/2020 | 1245      | SCHOLASTIC BOOK CLUBS           | JOM Incentive-PK Fall/Spr 2020            | 202.00   |
| 263   | 08/17/2020 | 1245      | SCHOLASTIC BOOK CLUBS           | JOM Incentive Kdg Fall/Spr 2020           | 256.00   |
| 264   | 08/17/2020 | 1245      | SCHOLASTIC BOOK CLUBS           | JOM Incentive 1st Gr Fall/Spr 2020        | 224.00   |
| 265   | 08/17/2020 | 1245      | SCHOLASTIC BOOK CLUBS           | JOM Incentive 2nd Gr Fall/Spr 2020        | 228.00   |
| 266   | 08/17/2020 | 1245      | SCHOLASTIC BOOK CLUBS           | JOM Incentive 3rd Gr Spring 2020          | 350.50   |
| 267   | 08/17/2020 | 1245      | SCHOLASTIC BOOK CLUBS           | JOM Incentive 4th Gr Spring 2020          | 310.50   |
| 268   | 08/19/2020 | 88985     | JOSHUA L HOPE                   | Refund Fingerprint Fee                    | 52.25    |
| 269   | 08/19/2020 | 15477     | ACTION, INC                     | 788-Bottle Fill Water Fountains           | 5,200.00 |
| 270   | 08/21/2020 | 15147     | MARC MUELLER                    | HS Site Band Marching Drill               | 1,500.00 |
| 271   | 08/21/2020 | 16967     | Hannah Divelbiss                | HS Site Color Guard Routine               | 600.00   |
| 272   | 08/21/2020 | 17593     | Makemusic                       | HS Site-Band Virtual Software             | 1,220.00 |
| 273   | 08/21/2020 | 17445     | Set Apart Thread Company        | CNP Uniform T-shirts                      | 252.00   |
| 274   | 08/21/2020 | 14298     | AMERICAN DOCUMENT SHREDDING LLC | District On-Site Shredding Service        | 350.00   |
| 275   | 08/21/2020 | 316       | NASCO                           | 412-FCCLA Curr. Supplement                | 647.05   |
| 276   | 08/21/2020 | 12118     | OKLA ASSOC FCCLA                | 412-FCCLA Curr Supplement                 | 50.00    |
| 277   | 08/25/2020 | 17596     | Robert Walker                   | Reimb CDL License/Testing Fees            | 91.51    |
| 278   | 08/25/2020 | 104       | WALMART COMMUNITY               | MS-Classroom/Office Supplies              | 700.00   |
| 279   | 08/25/2020 | 14446     | School Specialty, Inc           | MS Classroom/Office supplies              | 500.00   |
| 280   | 08/25/2020 | 80        | D & D OFFICE SUPPLY, INC        | MS-Classroom/Office Supplies              | 500.00   |
| 281   | 08/25/2020 | 17598     | The Lampo Group, LLC            | HS Flex Class Ramsey Texts                | 1,979.34 |
| 282   | 08/25/2020 | 17600     | Visa-buytheclearmask.com        | 617-Clear Masks Sp Ed Small Groups        | 385.00   |
| 283   | 08/25/2020 | 14986     | SYNCB/AMAZON                    | 617-Sneeze Guards Sp Ed Class Desks       | 1,799.98 |
| 284   | 08/25/2020 | 88509     | EMILY L FRUITS                  | Reimb CDL Fee                             | 25.00    |
| 285   | 08/25/2020 | 12719     | PANCO, INC                      | Service Call HS Controls                  | 250.00   |
| 286   | 08/25/2020 | 14986     | SYNCB/AMAZON                    | Classroom Supplies-Ponder                 | 126.99   |
| 287   | 08/25/2020 | 903       | Quill, LLC                      | Office Supplies-Stice                     | 319.43   |
| 288   | 08/25/2020 | 14034     | PRO TUFF DECALS                 | HS Site Pirate Wall Decals                | 328.24   |
| 289   | 08/25/2020 | 14708     | WHEELER METALS, INC             | 412- FFA Shop Class Supplies              | 2,500.00 |

## Purchase Order Register

Options: Year: 2020-2021, Fund: GEN FUND-FOR OP, Date Range: 7/1/2020 - 6/30/2021, PO Range: 249 - 322

| PO No                     | Date       | Vendor No | Vendor                             | Description                                 | Amount              |
|---------------------------|------------|-----------|------------------------------------|---|---------------------|
| 290                       | 08/25/2020 | 97        | T H ROGERS LUMBER CO               | 412 - FFA Shop Supplies                     | 1,500.00            |
| 291                       | 08/25/2020 | 16079     | USA TEST PREP, LLC                 | Barnett-Collins Site License                | 765.00              |
| 292                       | 08/25/2020 | 16609     | TEACHERS PAY TEACHERS              | Aston-Class Instruction Supplies            | 194.99              |
| 293                       | 08/26/2020 | 1501      | ACT                                | ACT Prep Online Service-HS                  | 2,594.80            |
| 294                       | 08/26/2020 | 104       | WALMART COMMUNITY                  | STEM Classroom Supplies                     | 600.00              |
| 295                       | 08/26/2020 | 12731     | AMAZON.COM CREDIT                  | STEM-Classroom Supplies                     | 70.00               |
| 296                       | 08/31/2020 | 12731     | AMAZON.COM CREDIT                  | MS-6th Science Class Supplies               | 50.00               |
| 297                       | 08/31/2020 | 324       | Apple Inc                          | 617-Small Group iPads for Autism/Mult Class | 8,820.00            |
| 298                       | 08/31/2020 | 16609     | TEACHERS PAY TEACHERS              | 617-Speech Language Path Software           | 200.00              |
| 299                       | 08/31/2020 | 14986     | SYNCB/AMAZON                       | 617-iPad Cases-Sm Group Devices             | 899.40              |
| 300                       | 08/31/2020 | 17604     | Second Step-Committee for Children | 617-Social/Emotional Learning Program       | 3,037.00            |
| 301                       | 08/31/2020 | 11140     | COOPERATIVE COUNCIL FOR OKLA       | School Finance Wkshp-Burden                 | 100.00              |
| 302                       | 09/01/2020 | 903       | Quill, LLC                         | Classroom Supplies-Stice                    | 400.00              |
| 303                       | 09/01/2020 | 14986     | SYNCB/AMAZON                       | HVAC Ignition Control Module-HS Rm 24       | 100.50              |
| 304                       | 09/01/2020 | 88944     | BRET E WAGES                       | Reimb CDL Renewal Fee                       | 56.50               |
| 305                       | 09/01/2020 | 17023     | Rainbow Resource Center            | 333-1st Grade Phonics Workbooks             | 807.14              |
| 306                       | 09/01/2020 | 16834     | FLOCABULARY                        | Aston-Collins Site License                  | 2,500.00            |
| 307                       | 09/02/2020 | 12738     | SCHOLASTIC                         | 333-Reading/Science Suppl-Edison            | 2,714.60            |
| 308                       | 09/04/2020 | 14986     | SYNCB/AMAZON                       | HS Site - Classroom/Staff Supplies          | 1,000.00            |
| 309                       | 09/04/2020 | 903       | Quill, LLC                         | JOM-MS/HS Supplies                          | 350.00              |
| 310                       | 09/04/2020 | 17624     | Diamond H Construction & Welding   | KDG-Fence Repair-Install New Gas Meter      | 700.00              |
| 311                       | 09/04/2020 | 834       | RENAISSANCE LEARNING, INC          | Edison- EL Student Testing                  | 300.00              |
| 312                       | 09/04/2020 | 17626     | Verizon                            | BEF Grant/Tech Internet Usage               | 18,540.00           |
| 313                       | 09/08/2020 | 903       | Quill, LLC                         | JOM Collins Supplies                        | 250.00              |
| 314                       | 09/08/2020 | 17627     | Blazor Depot                       | 412 - FCCLA Official Jackets                | 150.00              |
| 315                       | 09/08/2020 | 17629     | Lindsay Biggs                      | Occupational Therapy Services               | 15,000.00           |
| 316                       | 09/08/2020 | 17630     | Maegan Blakeman                    | Physical Therapy Services                   | 13,000.00           |
| 317                       | 09/08/2020 | 17628     | Debra Pearson                      | Sign Language Interpreter Service           | 11,000.00           |
| 318                       | 09/08/2020 | 13353     | OMECORP LLC                        | Mail Machine Ink Cartridge                  | 204.00              |
| 319                       | 09/08/2020 | 11093     | OKLA SECONDARY SCH ACT ASSN        | GT-HS Academic Bowl Competition Fees        | 75.00               |
| 320                       | 09/09/2020 | 14490     | BROOKS GREASE SERVICE, INC         | FB Grease Trap Cleaning                     | 550.00              |
| 321                       | 09/09/2020 | 15675     | CDI COMPUTER DEALERS INC           | JOM/GT Student Chromebooks                  | 9,275.00            |
| 322                       | 09/09/2020 | 15675     | CDI COMPUTER DEALERS INC           | 788-Student Chromebooks                     | 9,275.00            |
| <b>Non-Payroll Total:</b> |            |           |                                    |   | <b>\$154,181.72</b> |
| <b>Payroll Total:</b>     |            |           |                                    |   | <b>\$0.00</b>       |
| <b>Report Total:</b>      |            |           |                                    |   | <b>\$154,181.72</b> |

**Bristow Public Schools**  
**Purchase Order Register**

**EXHIBIT C**

**Options:** Year: 2020-2021, Fund: BUILDING FUND, Date Range: 7/1/2020 - 6/30/2021, PO Range: 10 - 10

| <b>PO No</b>              | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>  | <b>Description</b>      | <b>Amount</b>     |
|---------------------------|-------------|------------------|----------------|-------------------------|-------------------|
| 10                        | 08/13/2020  | 17334            | Play by Design | Rubber Playground Mulch | 6,113.00          |
| <b>Non-Payroll Total:</b> |             |                  |                |                         | <b>\$6,113.00</b> |
| <b>Payroll Total:</b>     |             |                  |                |                         | <b>\$0.00</b>     |
| <b>Report Total:</b>      |             |                  |                |                         | <b>\$6,113.00</b> |

**Bristow Public Schools**  
**Purchase Order Register**

**EXHIBIT D**

**Options:** Year: 2020-2021, Fund: BOND FUND, Date Range: 7/1/2020 - 6/30/2021, PO Range: 4 - 5

| <b>PO No</b>              | <b>Date</b> | <b>Vendor No</b> | <b>Vendor</b>                  | <b>Description</b>                      | <b>Amount</b>      |
|---------------------------|-------------|------------------|--------------------------------|---|--------------------|
| 4                         | 08/26/2020  | 17602            | Aimright Testing & Engineering | Construction Site Testing & Inspections | 9,506.00           |
| 5                         | 09/04/2020  | 17625            | Fritz Land Surveying, LLC      | New PK Bldg-Site Surveying              | 1,500.00           |
| <b>Non-Payroll Total:</b> |             |                  |                                |   | <b>\$11,006.00</b> |
| <b>Payroll Total:</b>     |             |                  |                                |   | <b>\$0.00</b>      |
| <b>Report Total:</b>      |             |                  |                                |   | <b>\$11,006.00</b> |