

## REGULAR BOARD OF EDUCATION MEETING

**CLAYTON PUBLIC SCHOOL DISTRICT I010  
MONDAY, AUGUST 12, 2019  
BOARD OF EDUCATION ROOM/ADMINISTRATION BUILDING  
329 N. 1<sup>ST</sup> STREET, CLAYTON, OKLAHOMA  
6:00 P.M.**

**NOTE:** The Board may discuss, vote to approve, vote to disapprove, or decide not discuss any item on the Agenda. The word "ACTIONS" can result in voting to approve, disapprove, table or no action required.

### A G E N D A

1. **CALL TO ORDER:**
  - 1.1 Call meeting to order
  - 1.2 Roll Call
  - 1.3 Introduction of Visitors
  
2. **PUBLIC COMMENT**
  - 2.1 Comments from visitors
  
3. Public hearing to discuss Public Law 81-874, Impact Aid Program policies and procedures
  
4. **CONSENT CALENDAR**

All of these items are being recommended for approval as one action item. If any member of the board would like to make a motion to separate and item out for discussion/separate action, they may do so subject to a second and majority vote.

  - 4.1 Vote to approve the Regular Board meeting minutes, June 27, 2019
  - 4.2 Vote to approve the Special Board meeting minutes, July 29, 2019
  - 4.3 Vote to approve Child Nutrition Program Certificate of Authority/ Authorized User Form
  - 4.4 Vote to approve CCOSA dues for Administrator's
  - 4.5 Vote to approve Update Indian Policies and Procedures for Impact Aid Program
  - 4.6 Vote to approve Activity Fundraiser Requests
  
5. **ACTION ITEMS (MOTION REQUIRED) \***

Consideration of and vote to approve or not approve the following items:

  - 5.1 General/Child Nutrition Fund Encumbrances
  - 5.2 Co-Op Fund Encumbrances
  - 5.3 Building Fund Encumbrances

- 5.4 Treasurer's Financial Report
- 5.5 Approval of Treasurer's financial report
  
- 6. Recommendations, considerations and actions concerning Renewal Maintenance Contract Proposal with Miller Office Equipment
  
- 7. Recommendations, considerations and actions concerning supplemental appropriations form 307
  
- 8. Recommendations, considerations and actions concerning a resolution authorizing the school district encumbrance clerk and treasurer to pay bills for the Alternative School and Speech Services Co-Op as necessary and when funds become available in the Co-Op fund to reimburse general fund without further Board action
  
- 9. Recommendations, considerations and actions concerning a resolution authorizing the school district treasurer to deposit all interest earned on general and building fund revenue into the building fund; and, all interest earned on activity fund revenue into a general activity fund account for miscellaneous school district expenditures (student trips, general supplies, flowers for bereaved employees, gifts for retiring employees, student activities)
  
- 10. Recommendations, considerations and actions to encumber \$4,408,781.21 for general fund; \$101,703.36 for building fund; and, \$25,607.26 for Co-Op Fund for the 2020 fiscal year
  
- 11. Recommendations, considerations and actions concerning the following Salary schedules for the 2019-2020 school year:
  - 11.1 Certified Salary and fringe benefits schedule
  - 11.2 Support Salary, fringe benefits, extra duty pay schedule
  
- 12. Recommendations, considerations and actions concerning E-Rate policies and procedures:
  - 12.1 E-Rate Procurement Policy
  - 12.2 E-Rate Record Retention Policy
  - 12.3 Discuss compliance with Children's Internet Protection Act (CIPA)
  - 12.4 Internet Usage and Internet Safety Policy and Use Agreement
  
- 13. Proposed Executive Session as authorized by Title 25 OKLA STAT Section 307 B. 1 for the purpose of discussing:
  - 13.1 Certified Personnel listed on Attachment A
  
  - 13.2 Support Personnel listed on Attachment B
  
  - 13.3 Possible raise for support staff listed on Attachment B

- 13.4 Discuss the employment of a Cafeteria Worker
- 13.5 Discuss the employment of a Para Professional
  - a. Vote to convene in Executive Session
  - b. Vote to acknowledge return to open session
  - c. Statement of Executive Session minutes
- 14.** Recommendations, considerations and actions concerning results from Executive Session
  - 14.1 Discussion and possible board action to hire or table employment of certified personnel listed on Attachment A
  - 14.2 Discussion and possible board action to hire or table employment of support personnel listed on Attachment B
  - 14.3 Discussion and possible board action as to give, not to give or table raises for support personnel listed on Attachment B
  - 14.4 Discussion and possible board action to hire, not to hire or table employment of Cafeteria Worker
  - 14.5 Discussion and possible board action to hire, not to hire or table employment of Para Professional
- 15.** Recommendations, considerations and actions concerning approval of the 2019-2020 school year- Parent/Teacher conferences on September 12, 2019 and February 6, 2020
- 16.** Recommendations, considerations and actions concerning applications for a statutory waiver 70 O.S. 1210-568 for the 2019-2020 school year- Alternative Education for less than ten (10) students
- 17.** Recommendations, considerations and actions concerning milk bids for the 2019-2020 school year
- 18.** Recommendations, considerations and actions concerning meal prices for the 2019-2020 school year
- 19.** Recommendations, considerations and actions concerning school-hour policy for the 2019-2020 school year

- 20.** Recommendations, considerations and actions concerning Little Dixie Head Start agreement for 2019-2020
- 21.** Recommendations, considerations and actions concerning approval of the 2019-2020 Extra Duty Summer League Contracts as presented
- 22.** Recommendations, considerations and actions concerning approval of the employee contracts for 2019-2020 school year as presented
- 23.** Recommendations, considerations and actions concerning approval of purchasing the Hawkins property which is adjacent to the elementary playground
- 24.** Recommendations, considerations and actions concerning agreement with Kiamichi Technology Center for Math/Science courses and Computer Technology courses for 2019-2020
- 25.** Recommendations, considerations and actions concerning Co-Op with Moyers Public School District for baseball for the 2019-2020 school year
- 26.** Recommendations, considerations and actions concerning Co-Op with Moyers Public School District for softball for the 2019-2020 school year
- 27.** Recommendations, considerations and actions concerning approval of employee resignation
- 28.** Recommendations, considerations and actions concerning approval for Secondary Career and Technology Education Program for 2019/2020
- 29.** Recommendations, considerations and actions concerning approval for a waiver to allow a teacher to teach more than one hour out of their area of certification
- 30.** New Business:
  - 30.1
  - 30.2
- 31.** Board Comments
- 32.** Principal's Comments
  - 32.1 Stephen Haddox – High School Principal
  - 32.2 Cindy Buchanan- Elementary Principal
- 33.** Superintendent's Comments

**34.** Vote to Adjourn

**POSTED: THURSDAY, AUGUST 8, 2019 – 4:00 P. M.**

**LOCATION: THE LEARNING CENTER/ADMINISTRATION OFFICE,  
FRONT ENTRANCE, 329 N. 1<sup>ST</sup> ST. CLAYTON, OKLAHOMA**



---

**DONNA ROBERTS, MINUTES CLERK**

**ATTACHMENT “A”**

**SUPERINTENDENT:**

Kelly Bowen

**HIGH SCHOOL TEACHERS**

**CAREER:**

Penny Cravens  
Ramonía Davis  
Mona Dennis  
Diane Erwin  
Jonathan Freeman  
Lavada Morris  
Russell Shaw  
Sherri Walker

**PRINCIPAL:**

Stephen Haddox

**PROBATIONARY:**

Charles Durrence  
Chad Little  
Windal “Eddie” Muse  
Brady Palmer  
Dana Counts

**ELEMENTARY TEACHERS**

**CAREER:**

Telisa Addington  
Tamara Hahn  
Nita Hairrell, part-time  
Rhonda Little  
Melissa Robbins

**PRINCIPAL:**

Cynthia Buchanan

**PROBATIONARY:**

Riley Allen  
Jerri D. Dennis  
Jeanne Durrence  
Joseph “Skip” Gore

Marsha Gore  
Lora Scarberry  
Karen Smallwood

**ATTACHMENT "B"  
SUPPORT EMPLOYEES & POSITIONS**

**SECRETARIAL:**

Donna Roberts, Administrative Assistant  
Darlene Girtten, Superintendent's Secretary  
Vickie Heflin, High School Secretary  
Deborah Kozel, Middle School Secretary  
Melinda Jones, Elementary School Secretary

**MINUTES CLERK/TREASURER/ENCUMBRANCE CLERK:**

Donna Roberts, Minutes Clerk/Treasurer  
Darlene Girtten, Encumbrance Clerk

**CAFETERIA WORKERS:**

Leah Davis, Cook  
Misti Lee, Head Cook      Ramonia Davis, Cafeteria Manager

**TECHNOLOGY TECHNICIAN/COORDINATOR:**

Jerry Mathews

**TEACHER ASSISTANTS/PARA'S:**

Robin Peters                      Teresa Dunham  
Hali Harp                              Megan Holley  
April Wright                         Treasure Johns  
Maggie Hamilton

**BUS DRIVERS:**

Patricia Howze                      Danny Addington  
Chet Endres                              Matthew McKosky

**MAINTENANCE WORKERS:**

Jerry Alexander  
Terry Hollingsworth  
Chet Endres

**CUSTODIANS:**

Diannia Eaton  
Matthew McKosky

**DAYCARE WORKERS:**

Joylea Meeks                              Elizabeth Butler, Part-time  
Ashley Breymaier, Part-time  
Clarion Tanner, Part-time

