

LITTLE AXE BOARD OF EDUCATION

REGULAR MEETING

Minutes

December 10, 2018

The Little Axe Board of Education met in regular session, Monday, December 10, 2018 in the Administration Building meeting room. Cathey Miller, Board Clerk posted the agenda and meeting notices between 1-5 p.m. Thursday, December 6, 2018. The President, Beverly Felton, called the meeting to order and the following members were present:

Beverly Felton – President

Tessa Proffitt- Vice President

Al Heitkamper- Member

Rickey Gourley- Member

Tommy Hamilton - Member

A quorum was established.

FLAG SALUTE

Mrs. Felton led the flag salute.

RECOGNITION OF VISITORS AND READING OF CORRESPONDENCE

Reading of declaration by Superintendent Thomas proclaiming the month of January, 2019 as Little Axe School Board Recognition Month

No visitors signed in

Ms. Felton asked to move item VII 2, Andy Mobley, Instruction on Note Pads to the beginning of the meeting so the board member could follow the meeting with their Note Pads.

CONSENT DOCKET

1. Approval of Minutes from the November 12, 2018 regular meeting.
2. Consider a request and vote to approve the following requests within the Activity Fund Accounts:
 - a. Add new Elementary Special Education activity account # 878, to raise funds for Special Education classroom supplies and materials.
 - b. Affirm candle brochure and chocolate pretzel rods for BPA account # 899 to raise funds for State and National competitions.

On motion by Mr. Gourley, and seconded by Mr. Heitkamper the board voted to approve items 1 and 2 a & b under the Consent Docket.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

REQUESTS

1. Discussion and possible board action acknowledging district's receipt of Provision 2 funding for child nutrition program.

On motion by Mr. Gourley, and seconded by Ms. Proffitt the board voted to approve district's receipt of Provision 2 funding for child nutrition program.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

2. Discussion and possible board action to reimburse parents/legal guardians for payments made to child nutrition program for the 2018-2019 school year in accordance with the provision funding received from the SDE.

On motion by Mr. Hamilton, and seconded by Mr. Heitkamper the board voted to approve district's reimburse parents/legal guardians for payments made to child nutrition program for the 2018-2019 school year in accordance with the provision funding received from the SDE.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

3. Vote to adopt / not adopt the following policies:

- a. CBB – FORBIDDING THE SUPPLANTING OF FEDERAL FUNDS
- b. CBBA – GRANT POLICIES AND PROCEDURES
- c. CBBB- INTERNAL CONTROLS
- d. DAAC – TITLE I ESEA, FEDERAL PROGRAMS COMPLAINT RESOLUTION
- e. DDC – EMPLOYEE RESIGNATIONS & REFERENCE REQUEST
- f. DE-R1 - SALARY SCHEDULES STARTING WITH STEP 25
- g. DPAO – DIRECTOR OF FEDERAL PROGRAMS
- h. EHBC-R4 – SPECIAL ED SERVICES FOR CHILDREN ENROLLED IN PRIVATE SCHOOL
- i. FDAH – EDUCATION OF MIGRATORY CHILDREN

On motion by Mr. Gourley, and seconded by Ms. Proffitt the board voted to adopt policies 3 a-i.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

4. Vote to revise / not revise the following policies:

- a. CLB – EQUIPMENT ACCOUNTABILITY
- b. COB-FOOD PROCUREMENT
- c. COB-R - FOOD PROCUREMENT (REGULATION) DBD – CONFLICT OF INTEREST
- d. DBD – CONFLICT OF INTEREST
- e. DEE-R – TRAVEL & EXPENSES
- f. DMB- PROFESSIONAL GROWTH & DEVELOPMENT
- g. DMB– R1- PROFESSIONAL GROWTH & DEVELOPMENT (REGULATION)
- h. EHBE – LIMITED ENGLISH PROFICIENCY INSTRUCTION
- i. EHBH – ALTERNATIVE EDUCATION
- j. FD – STUDENT RESIDENCY
- k. FD-P – STUDENT RESIDENCY DISPUTE PROCEDURES
- l. GJBA – STUDENT RECRUITMENT ACCESS TO STUDENTS & DIRECTORY INFORMATION

On motion by Mr. Heitkamper, and seconded by Ms. Proffitt the board voted to revise policies 4 a-l.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

5. Vote to revise / not revise the 2018-2019 Early Childhood Center Parent Handbook.

On motion by Ms. Proffitt, and seconded by Mr. Hamilton the board voted to revise the 2018-2019 Early Childhood Parent Handbook.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

REPORTS

1. Report by Tammy Thele, Treasurer.

FINANCE CONSENT

1. Vote to accept Treasurer's report.
2. Vote to approve the financial encumbrances, the encumbrances for payment and the warrant registers for the following appropriated funds:

GENERAL FUND

- a. 2018-2019 General Fund Encumbrances for Approval Purchase Orders 379-399 Attachment (A)
- b. 2018-2019 General Fund Warrants for Approval 11-01-2018 through 11-30-2018 (Report Date: 12-05-2018)

BUILDING FUND

- a. 2018-2019 Building Fund Encumbrances for Approval Purchase Orders: 9-10 Attachment (B)
- b. 2018-2019 Building Fund Warrants for Approval 11-01-2018 through 11-30-2018 (Report Date: 12-05-2018)

CHILD NUTRITION FUND

- a. 2018-2019 Child Nutrition Encumbrance for Approval Purchase Order: 21-45 2018-2019 Child Nutrition Warrants for Approval 11-01-2018 through 11-30-2018 Attachment (C) (Report Date: 12-05-2018)

BUILDING BOND

- a. 2018-2019 Building Bond 2011 Encumbrances for Approval Purchase Order: None
 - b. 2018-2019 Building Bond 2011 Fund Warrants for Approval 11-01-2018 through 11-30-2018 (Report Date: 12-05-2018)
 - c. 2018-2019 Building Bond 2016 Warrants for Approval 11-01-2018 through 11-30-2018 (Report Date: 12-05-2018)
3. Vote to approve expenditures for the following cash funds for the 2018-2019 school year as listed in the November 12, 2018 board meeting financial packet.
 - a. Activity Fund

On motion by Ms. Proffitt, and seconded by Mr. Heitkamper, the Board voted to approve the following under Finance Consent: 1 and 2 General Fund a and b; Building Fund a and b; Child Nutrition a; Building Bond a, b and c; 3 a. Activity Fund.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

NEW BUSINESS

Vote to approve / not approve the transfer of \$500 from account #805 High School Girls Basketball to account #890 Middle School Girls Basketball.

On motion by Mr. Hamilton, and seconded by Ms. Proffitt the board voted to approve the transfer of \$500 from account #805 High School Girls Basketball to account #890 Middle School Girls Basketball

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

Mr. Hamilton thanked everyone for their support while he was away.

PERSONNEL

Discussion and vote on a motion to convene in executive session to discuss the following items listed under Personnel. 25 O.S Section 307 (B) (1)

1. Resignation of Crystle Seiler, Elementary Special Education Paraprofessional, effective December 31, 2018.
2. Resignation of Christine McCullough, Elementary Paraprofessional, effective January 1, 2019.
3. Resignation of Matt Horton, Band Teacher, effective December 31, 2018.

On motion by Mr. Gourley and seconded by Mr. Hamilton, the board voted to enter into executive session at 6:57 p.m.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

Acknowledge Board's return to open session.

Let the minutes reflect that the Board returned to Open Session at 8:14 p.m.

Executive session minutes compliance announcement.

Ms. Felton announced the following people were present during executive session: Board Members; Beverly Felton, Al Heitkamper, Rickey Gourley, Tommy Hamilton and Tessa Proffitt along with Cathey Miller, Board Clerk and Superintendent Thomas.

Mrs. Felton announced that while in executive session the Board discussed the items listed under Personnel with no votes taken.

Vote to approve / not approve resignation of Crystle Seiler, Elementary Special Education Paraprofessional, effective December 31, 2018.

On motion by Ms. Proffitt, and seconded by Mr. Hamilton, the Board voted to approve the resignation of Crystle Seiler, Elementary Special Education Paraprofessional, effective December 31, 2018.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

Vote to approve / not approve resignation of Christine McCullough, Elementary Paraprofessional, effective January 1, 2019.

On motion by Ms. Proffitt, and seconded by Mr. Hamilton, the Board voted to approve the resignation of Christine McCullough, Elementary Paraprofessional, effective January 1, 2019.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

Vote to approve / not approve resignation of Matt Horton, Band Teacher, effective December 31, 2018.

On motion by Mr. Hamilton, and seconded by Mr. Heitkamper, the Board voted to approve the resignation of Matt Horton, Band Teacher, effective December 31, 2018.

Ms. Proffitt – aye Mr. Heitkamper - aye

Ms. Felton- aye Mr. Gourley - aye

Mr. Hamilton- aye

ADJOURNMENT

The board adjourned at 8:16 p.m.

Respectfully submitted,



Cathey Miller

Board Clerk

APPROVAL OF MINUTES










