

**REGULAR MEETING MINUTES  
BISHOP BOARD OF EDUCATION  
2204 SW BISHOP ROAD, LAWTON, OKLAHOMA  
LIBRARY  
MARCH 8, 2004 AT 7:00PM**

The Bishop Board of Education may discuss, make motions, vote to approve or disapprove, vote to table, adopt, reject, reaffirm, rescind, or take no action on any item on this agenda.

I. CALL TO ORDER AND ROLL CALL

*Present:* David Isham, Dennis Hickerson, Johnnie Scheid  
*Absent:* None  
*Quorum:* 3  
*Employees Present:* Howard Hampton, Cindy Pennington, Suzan Wait, Mildred Kanins, Jeanie LeGay, Marsha Garner, Christie Tugmon, Judy Williams, Tamara Denham, Lori Baggett, Shelly Penrod, Lesa Sparks  
*Others Present:* Bruce McDanel, Mike Lombard, Mickey Williams

II. HEARING OF CITIZENS

A. Any citizen who wishes to make a presentation to the board concerning any agenda item

*None*

B. Any citizen who would like to address the board concerning an item for future consideration

*None*

III. OATH OF OFFICE ADMINISTERED TO JOHNNIE SCHEID, SEAT #1, BISHOP BOARD OF EDUCATION

*Suzan Wait, Deputy Clerk, administered the Oath of Office to Johnnie Scheid, Seat #1, Bishop Board of Education.*

IV. REORGANIZATION AND ELECTION OF OFFICERS FOR THE BISHOP BOARD OF EDUCATION

A. President

*Motion: To appoint Dennis Hickerson as President.*

*Motion made by:* Mr. Scheid  
*Motion seconded by:* Mr. Isham

<i>Vote:</i>	<i>Isham</i>	<i>Yes</i>
	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>

*Motion carried.*

B. Vice-President

*Motion: To appoint Johnnie Scheid as Vice-President.*

*Motion made by: Mr. Hickerson*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Isham</i>	<i>Yes</i>
	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>

*Motion carried.*

C. Clerk

*Motion: To appoint David Isham as Clerk.*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Hickerson*

<i>Vote:</i>	<i>Isham</i>	<i>Yes</i>
	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>

*Motion carried.*

V. DISCUSS AND VOTE TO APPROVE THE MINUTES OF THE FOLLOWING MEETING OF THE BISHOP BOARD OF EDUCATION

A. February 9, 2004, Regular Meeting

*Motion: To approve the minutes for the February 9, 2004, Regular Meeting.*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

VI. DISCUSS AND VOTE TO APPROVE OR DISAPPROVE EMERGENCY TRANSFER REQUESTS

*Motion: To approve the Emergency Transfer Requests.*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

VII. REPORTS FROM SCHOOL PERSONNEL

A. Treasurer's Report

*Cyenthia Pennington presented the monthly Treasurer's Report to the board.*

B. Superintendent's Report

1. Smith, Roberts, Baldischwiler LLC - Surveying and Civil Engineering

*Mr. Hampton stated that Smith, Roberts, Baldischwiler LLC had completed the topical survey. He said the survey was available for the board members to view.*

2. Standard Testing and Engineering Company

*Mr. Hampton reported that Standard Testing and Engineering Company had not completed the testing. He said that they were doing some extra testing, at no expense to the school, in order to give a more accurate report.*

3. College Tuition Reimbursement

*Mr. Hampton discussed the possibility of reimbursing college tuition for employees for the 2004-2005 school year.*

4. 2003-2004 School Committees

*Mr. Hampton presented to the board the Bishop School 2003-2004 School Committees. He noted the 21<sup>st</sup> Century Community Learning Center is the only new committee.*

5. 21<sup>st</sup> Century Community Learning Center

a. Training Workshop in Pittsburgh, Pennsylvania

*Mr. Hampton reported the 21<sup>st</sup> Century Community Learning Center Training workshop in Pittsburgh, Pennsylvania would not be attended due to the cost of airline tickets and a conflict with schedules.*

b. Summer Math Academy (June 1-11, 2004)

*Mr. Hampton reported that the 21<sup>st</sup> Century Community Learning Center Summer Math Academy would be June 1-11, 2004. He said that students would be invited according to their academic need in math.*

c. Summer Reading Academy (June 14-25, 2004)

*Mr. Hampton reported that the 21<sup>st</sup> Century Community Learning Center Summer Reading Academy would be June 14-25, 2004. He said that students would be invited according to their academic need in reading.*

6. E-Rate Funding Update

***Mr. Hampton summarized the E-rate Year 6 (7/1/03-6/30/04) Funding Commitment Report and the Proposal Overview. Mr. Hampton reported that Bishop School had been approved for a wireless network.***

7. Gymnasium Improvements

***Mr. Hampton proposed to the board the following gymnasium improvements: 1) the installation of a climbing wall approximately 24 ft to 32 ft wide and a maximum of 8 ft high; 2) the purchasing and displaying of banners for Bishop past championship sports teams; 3) the painting of words for character traits on the gymnasium wall; and 4) mini basketball goal adapter units for younger students.***

8. Federal Grants Update (FY2004)

***Mr. Hampton presented the Federal Grants Update FY04 to the school board members.***

9. Competitive Grant Applications

a. Reading First Grant

***Mr. Hampton reported that the school is in the process of applying for a Reading First Grant.***

b. Carol M. White Physical Education Program (PEP) Grant

***Mr. Hampton reported that the school is resubmitting the application for the Carol M. White Physical Education Program (PEP) Grant.***

10. Employee Recognition

***Mr. Hampton presented to the board the "Teacher of the Year" 2003-2004 ballot and the "Support Staff Member of the Year" 2003-2004 ballot. He said the employees would be recognized in May.***

VIII. DISCUSS AND VOTE TO APPROVE OR DISAPPROVE WARRANTS AND ENCUMBRANCES

A.	General Fund	#214, 225-241
B.	General Fund Payroll	#70049, 70050
C.	Building Fund	None
D.	Building Fund Payroll	None
E.	Child Nutrition Fund	#27, 28
F.	Child Nutrition Payroll	None
G.	Change Order Listing	GF #15, 93, 124, 183, 215; GF Payroll #70106, 70903

**Motion:** *To approve warrants and encumbrances for GF #214, 225-241; GF Payroll #70049, 70050; CN #27, 28; Change Order Listing GF #15, 93, 124, 183, 215; GF Payroll #70106, 70903.*

**Motion made by:** *Mr. Scheid*

**Motion seconded by:** *Mr. Isham*

<b>Vote:</b>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

**Motion carried.**

IX. PERSONNEL

A. Discuss and vote to convene or not to convene in executive session. (Executive sessions will be permitted... for the purpose of discussing employing, hiring, appointing, promoting, demoting, disciplining, or receiving the resignation of an employee..) [Authorized by 25 O.S. §307 (B) (1)]

1. Items for discussion:

a. The evaluation and employment status of certified personnel listed below:

- 1) Lori Baggett – Elementary Teacher
- 2) Rhonda Boyce – Library Media Specialist
- 3) Denise Burk – Elementary Teacher
- 4) Christy Clark – Elementary Teacher
- 5) Donna Curtis – Elementary Teacher
- 6) Tamara Denham – Elementary Teacher
- 7) Marsha Garner – Elementary Teacher
- 8) Terry Jolly – Physical Education Teacher
- 9) Wynema Jones “Sue” – Reading Specialist
- 10) Jeanette LeGay – Counselor/Title I
- 11) Jennifer Logan – Music Teacher
- 12) Belinda Macks – Elementary Teacher
- 13) Elizabeth Martin – Elementary Teacher
- 14) Ann Maysick – Elementary Teacher
- 15) Alice McKean – Special Education Teacher
- 16) Helen Milam – Elementary Teacher
- 17) Tina Osborne – Elementary Teacher
- 18) Shelly Penrod – Elementary Teacher
- 19) Mary Ann Sanders – Elementary Teacher
- 20) Glenda Scherler – Speech Therapist
- 21) Lesa Sparks – Elementary Teacher
- 22) Christie Tugmon – Elementary Teacher
- 23) Judy Williams – Elementary Teacher

- b. The evaluation and employment status of support personnel listed below:
  - 1) Santiago Colon “Felipe” – Custodian
  - 2) Janice Holloway – Teacher’s Assistant
  - 3) Jody Ingram – Secretary
  - 4) Mildred Kanins – Cafeteria Manager
  - 5) Roselynn Macias – Cook
  - 6) Sheri Nicholson – Teacher’s Assistant
  - 7) Gene Payne – Bus Driver
  - 8) Cyenthia Pennington “Cindy” – Business Manager
  - 9) Juliette Reece – Nurse
  - 10) Carmen Sierra – Special Education Assistant
  - 11) Krista Smith – Teacher’s Assistant
  - 12) Patricia Stoll – Teacher’s Assistant
  - 13) Suzan Wait – Secretary
  - 14) Rosie Williams – Bus Driver/Cook
  - 15) Cheryl Winfrey – Cook
- c. Resignation of Angel Sierra, Custodian
- d. Employee assignments for the 2004-2005 school year

***Motion: To convene in Executive Session. (The time was 7:10PM.)***

***Motion made by: Mr. Scheid***

***Motion seconded by: Mr. Isham***

<b><i>Vote:</i></b>	<b><i>Hickerson</i></b>	<b><i>Yes</i></b>
	<b><i>Scheid</i></b>	<b><i>Yes</i></b>
	<b><i>Isham</i></b>	<b><i>Yes</i></b>

***Motion carried.***

- B. Vote to return to Open Session

***Motion: To return to Open Session. (The time was 8:00PM.)***

***Motion made by: Mr. Scheid***

***Motion seconded by: Mr. Isham***

<b><i>Vote:</i></b>	<b><i>Hickerson</i></b>	<b><i>Yes</i></b>
	<b><i>Scheid</i></b>	<b><i>Yes</i></b>
	<b><i>Isham</i></b>	<b><i>Yes</i></b>

***Motion carried.***

- C. Executive Session Minutes Compliance Statement

***Mr. Isham, Bishop School Board Clerk, stated that Howard Hampton, Dennis Hickerson, Johnnie Scheid, and David Isham met in Executive Session and discussed items IX. A. 1. a-d. No other items were discussed and no action was taken.***

- D. Discuss and vote to reemploy or table the reemployment of certified staff listed above [ITEM IX. A.1. a. (1-23)]

*Motion: To reemploy certified staff 1-10, 12-23. [ITEM IX. A.1. a. (1-23)]*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

- E. Discuss and vote to reemploy or table the reemployment of support personnel listed above [ITEM IX. A.1. b. (1-15)]

*Motion: To reemploy support personnel 1-15. [ITEM IX. A.1. b. (1-15)]*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

- F. Discuss and vote to accept or not to accept the resignation of Angel Sierra, Custodian

*Motion: To accept the resignation of Angel Sierra, Custodian.*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

- G. Discuss and vote to approve or disapprove certified teacher assignments for the 2004-2005 school year

*Mr. Hampton recommended to the board the classroom assignments for the 2004-2005 school year. (See attachment A.)*

*Motion: To approve certified teacher assignments for the 2004-2005 school year.*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

X. REGULAR BUSINESS ITEMS TO BE BROUGHT BEFORE THE BISHOP BOARD OF EDUCATION

- A. Discuss and vote to approve or disapprove changing the district's Bank of Record from the Bank of Oklahoma in Pryor, Oklahoma to the Liberty National Bank in Lawton, Oklahoma.

*Motion: To approve changing the district's Bank of Record from the Bank of Oklahoma in Pryor, Oklahoma to the Liberty National Bank in Lawton, Oklahoma effective July 1, 2004.*

*Motion made by: Mr. Scheid*  
*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

- B. Discuss and vote to adopt or not to adopt FCC Form 471 Resolution for the Fiscal Year July 1, 2004 through June 30, 2005.

*Motion: To adopt FCC Form 471 Resolution for the Fiscal Year July 1, 2004 through June 30, 2005.*

*Motion made by: Mr. Scheid*  
*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

- C. Discuss and vote to approve or disapprove the Student Handbook for 2004-2005 school year.

*Motion: To approve the Student Handbook for 2004-2005 school year.*

*Motion made by: Mr. Scheid*  
*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*



D. Discuss and vote to approve or disapprove the surplus of the following items:

1. CPU Monitors
  - a. Acer View 76i Serial #M6IL0000480
  - b. Dell Serial #274PDOF2239
  - c. Digiview Serial #3DA497B1301053
  - d. Reflex Serial #1A285116177
  - e. Reflex Serial #1A285116192
  - f. Reflex Serial #1A285116744
2. Computers
  - a. Dell Opti Plex GXI Serial #22CJ6
  - b. Dell Opti Plex Serial #23FLE
  - c. Tiger Pro 350 Serial #002934397
  - d. Tiger Serial #002928076
  - e. Tiger Serial #002934376
3. Ice Machine (Manitowoc Series 150)
4. Typewriters (3)
5. Couches (2)

*Mr. Hampton said that the school would donate the computers, monitors, and typewriters to the Lawton Public Schools. He said that Bishop School would donate the couches to Goodwill or Salvation Army. He said he would try to trade in the ice machine for a credit when a new one is purchased.*

*Motion: To approve the surplus of the following items: 1) CPU Monitors a-f; 2) Computers a-e; 3) Ice Machine; 4) Typewriters (3); and 5) Couches (2).*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

E. Discuss and vote to approve or disapprove sending Superintendent, at district to the following meetings:

1. CCOSA Summer Conference in Oklahoma City June 9-11, 2004
2. State Department of Education's Annual Leadership Conference in Oklahoma City on July 26-28, 2004
3. Curriculum and Assessment Conference in Oklahoma City on August 10-11, 2004
4. OSSBA/CCOSA Conference in Oklahoma City on August 27-29, 2004

*Motion: To approve sending Superintendent, at district expense, to the following meetings. [Item X.E. (1-4)]*

*Motion made by: Mr. Scheid*

*Motion seconded by: Mr. Isham*

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Scheid</i>	<i>Yes</i>
	<i>Isham</i>	<i>Yes</i>

*Motion carried.*

- F. Discuss and vote to approve or disapprove sending Howard Hampton, Helen Milam, and Jeanie LeGay, at district expense, to the 21<sup>st</sup> Century Community Learning Center Summer Institute to be held on July 21-23, 2004 in Los Angeles, California.

***Motion: To approve sending Howard Hampton, Helen Milam, and Jeanie LeGay, at district expense, to the 21<sup>st</sup> Century Community Learning Center Summer Institute to be held on July 21-23, 2004 in Los Angeles, California.***

***Motion made by: Mr. Scheid***  
***Motion seconded by: Mr. Isham***

<b><i>Vote:</i></b>	<b><i>Hickerson</i></b>	<b><i>Yes</i></b>
	<b><i>Scheid</i></b>	<b><i>Yes</i></b>
	<b><i>Isham</i></b>	<b><i>Yes</i></b>

***Motion carried.***

XI. NEW BUSINESS

- A. Any item not listed on the Agenda that was not known or could not have been reasonably foreseen prior to the posting of the Agenda

**Mr. Hampton said that Ms. Jennifer Logan, Music Teacher, turned in her resignation on March 8, 2004 effective June 30, 2004.**

***Motion: To approve the resignation of Jennifer Logan, Music Teacher, effective June 30, 2004.***

***Motion made by: Mr. Scheid***  
***Motion seconded by: Mr. Isham***

<b><i>Vote:</i></b>	<b><i>Hickerson</i></b>	<b><i>Yes</i></b>
	<b><i>Scheid</i></b>	<b><i>Yes</i></b>
	<b><i>Isham</i></b>	<b><i>Yes</i></b>

***Motion carried.***

XII. VOTE TO ADJOURN

***Motion: To adjourn. (The time was 8:45PM.)***

***Motion made by: Mr. Scheid***  
***Motion seconded by: Mr. Isham***

<b><i>Vote:</i></b>	<b><i>Hickerson</i></b>	<b><i>Yes</i></b>
	<b><i>Scheid</i></b>	<b><i>Yes</i></b>
	<b><i>Isham</i></b>	<b><i>Yes</i></b>

***Motion carried.***

Agenda and notice of this meeting were posted on the 5<sup>th</sup> day of March 2004 at 6:50PM. Notice of this meeting was given to the Comanche County Clerk on the 14<sup>th</sup> day of November 2003 at 10:34AM.

---

Suzan Wait, Minutes Clerk