

**MINUTES
SPECIAL MEETING
BISHOP BOARD OF EDUCATION
JULY 30, 2007 - 6:00PM
LIBRARY
2204 SW BISHOP ROAD, LAWTON, OKLAHOMA**

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Education of Elementary School District No. 49, Comanche County, Oklahoma, will hold a **SPECIAL** meeting on **July 30, 2007, at 6:00 o'clock p.m.**, at the Library, Bishop School, Bishop Public School, 2204 SW Bishop Road, Lawton, Oklahoma.

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: **Dennis Hickerson, Jamie Polk, Greg Seabolt**

Absent: **None**

Quorum: **3**

Staff Present: **Howard Hampton, Marsha Garner, Cyenthia Pennington, Jeanie Peters, Christie Tugmon, Suzan Wait**

Others Present: **Janet Hanza, Barry Hanza, Jennifer Schoolfield**

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. LEASE-PURCHASE FINANCING

A. Discuss and vote to approve or to disapprove the renewal of lease-purchase of a Classroom Building & Equipment for the fiscal year ending June 30, 2008 as required under the provisions of the Equipment Lease/Purchase Agreement dated July 12, 2004 between the District and Government Leasing Company.

Motion: **To approve the Lease-Purchase Financing. (Item III.A)**

Motion made by: **Dr. Polk**

Motion seconded by: **Mr. Seabolt**

<i>Vote:</i>	Hickerson	Yes
	Polk	Yes
	Seabolt	Yes

Motion carried.

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

Motion: To approve Emergency Transfer Requests.

Motion made by: Mr. Seabolt

Motion seconded by: Dr. Polk

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

V. DISCUSS AND VOTE TO APPROVE OR DISAPPROVE THE MINUTES OF THE FOLLOWING MEETINGS OF THE BISHOP BOARD OF EDUCATION

A. June 11, 2007, Special Meeting

Motion: To approve the minutes of the June 11, 2007, Special Meeting.

Motion made by: Mr. Seabolt

Motion seconded by: Dr. Polk

<i>Vote:</i>	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

VI. REPORTS FROM SCHOOL PERSONNEL

A. Treasurer's Report

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

B. Superintendent's Report

1. Sanctioning of Parent Organizations

Mr. Hampton reported that at this time no parents had volunteered to organize and run the Bishop All-Sports Club. Mr. Hampton and the school board members discussed various options for organizing the Bishop sports programs.

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

Fiscal Year 2007

A.	General Fund	#250-269
B.	General Fund Payroll	#80047, 80048
C.	Building Fund	#19
D.	Child Nutrition	#37-39
E.	Change Orders	GF #65, 154
		GFP #70009, 70021, 70026, 70029, 70032, 70036,
		70040, 70046, 70050, 70217, 70306, 70308
		CNF #11
		CNFP #70002, 70004

Fiscal Year 2008

A.	General Fund	#1-180
B.	General Fund Payroll	#70001-70006, 70100-70102
C.	Building Fund	#1-16
D.	Child Nutrition Fund	#1-26

Motion: *To approve warrants and encumbrances as listed. (Fiscal Year 2007 A-E and Fiscal Year 2008 A-D)*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

VIII. 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. Employing an Elementary Teacher

No action taken.

- B. Vote to return to Open Session.
- C. Executive Session Minutes Compliance Statement
- D. Discuss and vote to employ or not to employ Janet Hanza, Elementary Teacher, for the 2007-2008 school year on a temporary contract

Motion: *To employ Janet Hanza, Elementary Teacher, for the 2007-2008 school year on a temporary contract.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

- E. Discuss and vote to employ or not to employ Jennifer Schoolfield, Elementary Teacher, for the 2007-2008 school year on a temporary contract

Motion: *To employ Jennifer Schoolfield, Elementary Teacher, for the 2007-2008 school year on a temporary contract.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

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

- A. Discuss and vote to designate Howard Hampton, Superintendent, as representative/agent for the 2007-2008 school year:
1. Federal Programs Director
 2. Activity Fund Custodian
 3. Cafeteria Fund Custodian
 4. Impact Aid (81-874) Representative
 5. Purchasing Agent for the District (Up to \$12,500)
 6. Residency Officer
 7. AHERA Compliance Officer
 8. ERATE

Motion: *To designate Howard Hampton, Superintendent, as representative/agent for the 2007-2008 school year. (Item IX.A.1-8)*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

- B. Discuss and vote to approve or disapprove the following assignments for the 2007-2008 school year:
1. Jody Ingram as Deputy Minutes Clerk
 2. Cyenthia Pennington as Treasurer
 3. Suzan Wait as Deputy Board Clerk, Encumbrance Clerk and Minutes Clerk

Motion: *To approve the following assignments for the 2007-2008 school year as listed. (Item IX.B.1-3)*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

- C. Discuss and vote to approve or disapprove compensation amounts for the 2007-2008 school year:

1.	21 st CCLC Project Director	\$10,000.00
2.	Minutes Clerk	\$ 5,000.00
3.	Treasurer	\$ 5,000.00
4.	Teaching Assistant Principal	\$ 5,000.00
5.	PIPS Coordinator	\$ 5,000.00
6.	Bus Driver	\$ 3,250.00
7.	Cafeteria Manager	\$ 2,000.00
8.	Activity Fund Director	\$ 1,000.00
9.	Gifted/Talented Coordinator	\$ 1,000.00
10.	Testing Coordinator	\$ 1,000.00
11.	Textbook Coordinator	\$ 500.00
12.	Professional Development Coordinator	\$ 500.00
13.	Certified/Non-Certified Substitute	\$ 60.00 per Day
14.	21 st CCLC Teacher	\$ 20.00 per Hour
15.	Travel reimbursement rate	\$ 0.485 per Mile

Motion: *To approve compensation amounts for the 2007-2008 school year as listed. (Item IX.C.1-15)*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

D. Discuss and vote to approve or disapprove the following contracts and service agreements for the 2007-2008 school year:

1. Advanced Pest Control for Pest Control Service
2. ADPC for School Accounting Software
3. Allied Health Research Laboratory for Employee Drug and Alcohol Testing
4. Barlow and Associates for Federal Programs and Child Nutrition Management
5. Bennett Office Equipment and Supply
6. Comanche County Memorial Hospital for Occupational Therapy
7. Crossroads Youth & Family Services, Inc. for Services to Children with Disabilities Ages Three to Five
8. Digital Express for Photography Service
9. Dogs Against Drugs, Inc.
10. Great Plains Technology Center for Special Education Testing
11. IESI Northwest TX for Non-hazardous Waste Collection Service
12. Kellogg Consulting, LLC for E-rate Consulting
13. Municipal Accounting Systems for Student Information Software
14. Pat's Wash Tub for Mop, Rug and Towel Cleaning Services
15. Sooner Security Service for Security and Fire Monitoring
16. The Center for Educational Law, Inc. for Legal Services
17. United Systems Cabling, Inc. for Support of Technology

Motion: *To approve the following contracts and service agreements for the 2007-2008 school year as listed. (Item IX.D.1-17)*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

E. Discuss and vote to approve or disapprove the following bids/quotes for the Child Nutrition Program:

1. Milk, Cheese and Dairy Products
2. Bread and Grain Products
3. Pizza

Motion: *To approve the following bids/quotes for the Child Nutrition Program: Hiland Dairy Foods for milk, cheese, and dairy; Sara Lee Bakery Group (Earthgrains) for bread and grain products; Papa John's Pizza for pizza.*

Motion made by: *Dr. Polk*

Motion seconded by: *Mr. Seabolt*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

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F. Discuss and vote to approve or disapprove the Child Nutrition Program Renewal Application/Agreement for the 2007-2008 school year.

Motion: *To approve the Child Nutrition Program Renewal Application/Agreement for the 2007-2008 school year.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

G. Discuss and vote to approve or disapprove the following activity fund sub-accounts and activities (Revenue and Expenditures) for the 2007-2008 school year:

1. Elementary Class Fund
2. Flower Fund
3. Library Activity Fund
4. Petty Cash Fund

Motion: *To approve the following activity fund sub-accounts and activities (Revenue and Expenditures) for the 2007-2008 school year as listed. (Item IX.G.1-4)*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

H. Discuss and vote to approve or disapprove to participate in a cooperative with Lawton Public Schools and authorize the payment of Bishop's district allocation of statewide Alternative Education Academy Program Funds to Lawton Public Schools.

Motion: *To approve to participate in a cooperative with Lawton Public Schools and authorize the payment of Bishop's district allocation of statewide Alternative Education Academy Program Funds to Lawton Public Schools.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

I. Discuss and vote to approve or disapprove the sanctioning of parent organization(s) for the 2007-2008 school year.

No action taken.

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- J. Discuss and vote to approve or disapprove sending Howard Hampton, Cindy Pennington and Suzan Wait, at district expense, to the Oklahoma State University Center for School Business Management Finance Classes.

Motion: *To approve sending Howard Hampton, Cindy Pennington and Suzan Wait, at district expense, to the Oklahoma State University Center for School Business Management Finance Classes.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

- K. Discuss and vote to approve or disapprove sending School Board Members and Superintendent, at district expense, to OSSBA sponsored meetings/workshops during the 2007-2008 school year.

Motion: *To approve sending School Board Members and Superintendent, at district expense, to OSSBA sponsored meetings/workshops during the 2007-2008 school year.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

- L. Discuss and vote to renew or not to renew membership in the Oklahoma Public Schools Unemployment Compensation Account (OPSUCA) for the 2007-2008 school year

Motion: *To renew membership in the Oklahoma Public Schools Unemployment Compensation Account (OPSUCA) for the 2007-2008 school year.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

- M. Review the following policies:

1. District Policy: CG – Child Nutrition Program Procurement
2. District Policy BJ – Internet Access and Acceptable Use Policy
3. District Policy EQ – Indian Policies and Procedures

No action taken.

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N. Discuss and vote to approve or disapprove the following items surplus (Attachment A)

Motion: *To approve the following items surplus (Attachment A) and donate items to Lawton Public Schools.*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

X. VOTE TO ADJOURN

Motion: *To adjourn. (The time was 7:25PM.)*

Motion made by: *Mr. Seabolt*

Motion seconded by: *Dr. Polk*

Vote:	<i>Hickerson</i>	<i>Yes</i>
	<i>Polk</i>	<i>Yes</i>
	<i>Seabolt</i>	<i>Yes</i>

Motion carried.

Agenda and notice of this meeting were posted on the 26th day of July 2007 at 5:30PM at the main entrance to Bishop School, Bishop Public School, 2204 SW Bishop Road, Lawton, OK. Notice of this special meeting was given to the Comanche County Clerk on the 13th day of July 2007 at 4:30 PM.

Approved this 13th day of August 2007.

President

Vice-President

Clerk