

**MINUTES
SPECIAL MEETING
BISHOP BOARD OF EDUCATION
JULY 8, 2010 – 11:30AM
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 8, 2010 at 11:30 o'clock a.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: *Greg Seabolt, Arlene Timbo*
Absent: *Sebastian Chambers*
Quorum: *2*
Staff Present: *Howard Hampton, Cyenthia Pennington, Suzan Wait*
Others Present: *Merlinda Tate*

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. DISCUSS AND VOTE TO APPROVE OR DISAPPROVE EMERGENCY TRANSFER REQUESTS

None

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

A. June 7, 2010, Regular Meeting

Motion: *To approve the minutes of the June 7, 2010, Regular Meeting.*

Motion made by: *Ms. Timbo*
Motion seconded by: *Mr. Seabolt*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Absent</i>

Motion carried.

V. REPORTS FROM SCHOOL PERSONNEL

A. Treasurer's Report

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

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B. Superintendent's Report

1. 2011 Roof Replacement and HVAC Project

Mr. Hampton said the bids for the 2011 Roof Replacement and HVAC Project would be ninety (90) days before construction would begin. He said that Willowbrook Construction Management Service came out to look at the building to get information for the upcoming bid. Mr. Hampton discussed the different options for the project.

2. Land Acquisition

Mr. Hampton reported that Dr. Charles Kelsey gave Bishop School an option to buy 20 acres north of the racetrack.

3. 2011 Title I Conference

Mr. Hampton reported that the 2011 Title I Conference would be in Tampa, Florida on January 31, 2011 through February 3, 2011. He said he would like to take some teachers to the conference. Mr. Hampton stated that the conference expenses could be paid with Title I money.

4. Child Internet Protection Act (CIPA) Statement

Mr. Hampton stated that Bishop School District uses Websense for technology protection. He said Websense Software protects against access by adults and minors to visual depictions that are obscene, child pornography, or – with respect to use of computers with Internet access by minors – harmful to minors. Mr. Hampton said that it may be disabled for adults engaged in bona fide research or other lawful purposes. He said our policy includes monitoring the online activities of minors. Mr. Hampton stated that Bishop School District's Internet Safety Policy addresses all of CIPA's requirements.

5. Floor

Mr. Hampton reported that the hallway floor where the tile was recently taken up was tested for its moisture level. He said the test indicated that the concrete level of moisture was 4.75 lbs. per thousand square feet. Mr. Hampton said that 3.0 lbs. per thousand square feet was normal. Mr. Hampton reported that a glue and tile rated for 5.0 lbs. per thousand square feet would be laid before the start of school.

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

Fiscal Year 2010

A.	General Fund	#330-342
B.	General Fund Payroll	#70087-70090, 70187, 80117
C.	Building Fund	#34
D.	Child Nutrition	#68-70
E.	Child Nutrition Payroll	#70005
F.	Change Orders	GF #115, 116 GFP #70013-70015, 70022-70023, 70025, 70028-70029, 70031, 70033-70035, 70037, 70039-70041, 70054, 70072, 70080, 70086, 70400-70402, 70404-70406, 70408 CN #12 CNFP #70003, 70008-70010

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Motion: *To approve warrants and encumbrances for fiscal year 2010 as listed. [Item VI.A-F]*

Motion made by: **Mr. Chambers**

Motion seconded by: **Ms. Timbo**

Vote:	Seabolt	Yes
	Timbo	Yes
	Chambers	Yes

Motion carried.

Fiscal Year 2011

A.	General Fund	#1-147
B.	General Fund Payroll	#70001-70006
C.	Building Fund	#1-22
D.	Child Nutrition Fund	#1-32
E.	Child Nutrition Payroll	None

Motion: *To approve warrants and encumbrances for fiscal year 2011 as listed. [Item VI.A-E]*

Motion made by: **Mr. Chambers**

Motion seconded by: **Ms. Timbo**

Vote:	Seabolt	Yes
	Timbo	Yes
	Chambers	Yes

Motion carried.

VII. 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 2010-2011 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 approve Howard Hampton, Superintendent, as representative/agent for the 2010-2011 school year as listed. [Item VII.A.1-8]*

Motion made by: **Mr. Chambers**

Motion seconded by: **Ms. Timbo**

Vote:	Seabolt	Yes
	Timbo	Yes
	Chambers	Yes

Motion carried.

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- B. Discuss and vote to approve or disapprove the following assignments for the 2010-2011 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 2010-2011 school year: 1) Jody Ingram as Deputy Minutes Clerk, 2) Cyenthia Pennington as Treasurer, and 3) Suzan Wait as Deputy Board Clerk, Encumbrance Clerk and Minutes Clerk.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- C. Discuss and vote to approve or disapprove compensation amounts for the 2010-2011 School Year:

1.	21 st CCLC Project Director	\$ 12,000.00	
2.	Minutes Clerk	\$ 7,000.00	
3.	Treasurer	\$ 7,000.00	
4.	Teaching Assistant Principal	\$ 7,000.00	
5.	PIPS Coordinator	\$ 5,000.00	
6.	Cafeteria Manager	\$ 4,000.00	
7.	Bus Driver	\$ 3,250.00	
8.	Activity Fund Director	\$ 3,000.00	
9.	Gifted/Talented Coordinator	\$ 1,000.00	
10.	Testing Coordinator	\$ 1,000.00	
11.	Yearbook Coordinator	\$ 1,000.00	
12.	Textbook Coordinator	\$ 500.00	
13.	Professional Development Coordinator	\$ 500.00	
14.	Certified/Non-Certified Substitute	\$ 60.00	per Day
15.	21 st CCLC Teacher	\$ 22.50	per Hour
16.	Mathematics / Reading Tutor	\$ 22.50	per Hour
17.	Activity Trip – Supervision	\$ 15.00	per Hour
18.	Travel reimbursement rate	\$.50	per Mile

Motion: *To approve compensation amounts for the 2010-2011 school year. [Item VII.C.1-18]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

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- D. Discuss and vote to approve or disapprove the following contracts and service agreements for the 2010-2011 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. Center for Education Law, Inc. for Legal Services
7. Crossroads Youth & Family Services, Inc. for Services to Children with Disabilities Ages Three to Five
8. Digital Express for Photography Service
9. Great Plains Technology Center for Special Education Testing
10. IESI Northwest TX for Non-hazardous Waste Collection Service
12. Kellogg Consulting, LLC for E-rate Consulting
13. Linda Bailey, Math Consultant
14. Municipal Accounting Systems for Student Information Software
15. OT Works, LLC, Occupational Therapy Services
16. Pat's Wash Tub for Mop, Rug and Towel Cleaning Services
17. Playcare, Inc. for Student Transportation
18. Sooner Security Service for Security and Fire Monitoring
19. United Systems Cabling, Inc. for Support of Technology

Motion: To approve the following contracts and service agreements for the 2010-2011 school year as listed. [Item VII.D.1-19]

Motion made by: Mr. Chambers

Motion seconded by: Ms. Timbo

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- E. Discuss and vote to amend or not to amend the following policies:

1. District Policy: CG – Child Nutrition Program Procurement

Motion: To not amend District Policy: CG – Child Nutrition Program Procurement

Motion made by: Mr. Chambers

Motion seconded by: Ms. Timbo

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

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- F. Discuss and vote to approve or disapprove the following bids/quotes for the Child Nutrition Program for the 2010-2011 school year:
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 for the 2010-2011 school year: 1) Hiland Dairy Foods for milk, cheese and dairy products, 2) Flowers Baking Company of Denton, LLC for bread and grain products, and 3) Papa John's Pizza for pizza.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- G. Discuss and vote to approve or disapprove the Child Nutrition Program Renewal Application/Agreement for the 2010-2011 school year.

Motion: *To approve the Child Nutrition Program Renewal Application/Agreement for the 2010-2011 school year.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- H. Discuss and vote to approve or disapprove a loan contract and agreement between the Bishop General Fund and the Bishop Child Nutrition Program for the 2010-2011 school year

Motion: *To approve a loan contract and agreement between the Bishop General Fund and the Bishop Child Nutrition Program for the 2010-2011 school year.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

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- I. Discuss and vote to approve or disapprove the following activity fund sub-accounts and activities (Revenue and Expenditures) for the 2010-2011 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 2010-2011 school year as listed. [VII.I.1-4]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- J. 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. Chambers*

Motion seconded by: *Ms. Timbo*

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- K. Discuss and vote to approve or disapprove membership in the Oklahoma Public Schools unemployment compensation account (OPSUCA) for the 2010-2011 school year.

Motion: *To approve membership in the Oklahoma Public Schools unemployment compensation account (OPSUCA) for the 2010-2011 school year.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

<i>Vote:</i>	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

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- L. Discuss and vote to approve or disapprove Amy Rittenhouse (Hennessee) as an adjunct teacher for 6th grade music for the 2010-2011 school year.

Motion: *To approve Amy Rittenhouse (Hennessee) as an adjunct teacher for 6th grade music for the 2010-2011 school year.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- M. 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. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- N. Discuss and vote to approve or disapprove sending School Board Members and Superintendent, at district expense, to OSSBA sponsored meetings/workshops during the 2010-2011 school year.

Motion: *To approve sending School Board Members and Superintendent, at district expense, to OSSBA sponsored meetings/workshops during the 2010-2011 school year.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

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- O. Discuss and vote to approve or disapprove the following policies:
1. District Policy Regulation CCR – E-RATE Procurement
 2. District Policy: EQ – Indian Policies and Procedures

Motion: *To approve the following policies as listed. [Item VII.O.1-2]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

- P. Discuss and vote to accept or not to accept the resignation of Kelsee Mullins, Teacher Assistant.

Motion: *To accept the resignation of Kelsee Mullins, Teacher Assistant.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

VIII. VOTE TO ADJOURN

Motion: *To adjourn. (The time was 12:37PM.)*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Chambers</i>	<i>Yes</i>

Motion carried.

Agenda and notice of this meeting were posted on the 6th day of July 2010 at 11:25AM at the main entrance to Bishop School, Bishop Public School, 2204 SW Bishop Road, Lawton, OK. Notice of this meeting was given to the Comanche County Clerk on the 18th day of July 2010.

Approved this 6th day of August, 2010.

President

Vice President

Clerk