

**MINUTES
SPECIAL MEETING
BISHOP BOARD OF EDUCATION
July 3, 2012 – 6:00PM
Library – Bishop Public School
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 3, 2012, 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: *Greg Seabolt, Arlene Timbo, Sebastian Chambers*
Absent: *None*
Quorum: *3*
Staff Present *Howard Hampton, Cyenthia Pennington, Lee Pollard*

Mr. Sebastian Chambers left the meeting on a personal matter and will return.

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 THE RENEWAL OF THE LEASE-PURCHASE OF METAL ROOF AND HVAC EQUIPMENT FOR THE FISCAL YEAR ENDING JUNE 30, 2013 AS REQUIRED UNDER THE PROVISIONS OF THE EQUIPMENT LEASE/PURCHASE AGREEMENT DATED MAY 26, 2011 BETWEEN BISHOP SCHOOL DISTRICT AND MR. INC.

Motion: *To approve the renewal of the lease-purchase of metal roof and HVAC equipment for the Fiscal year ending June 30, 2013 as required under the provisions of the equipment lease/purchase agreement dated May 26, 2011 between Bishop School District and MR. Inc.*

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

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

Motion carried

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

A. June 12, 2012, Special Meeting

Motion: *To approve the Minutes of the June 12, 2012, Special Meeting.*

Motion made by: *Ms. Timbo*

Motion seconded by: *Mr. Seabolt*

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

Motion carried

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

None

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. 2011 Roof Replacement and HVAC Project

Mr. Hampton reported on the progress of the 2011 Roof Replacement and HVAC Project. He said the Trophy Case was nearing completion. Mr. Hampton said he would schedule a walkthrough of the building with the architect and the construction manager.

2. Child Internet Protection Act (CIPA) Statement

Mr. Hampton stated that Bishop School District uses Websense for technology protection. He said that the 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 Websense may be disabled for adults engaged in bona fide research or other lawful purposes. He said that Bishop School's policy includes monitoring the online activities of minors. Mr. Hampton stated students are being educated about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response. Mr. Hampton stated that Bishop School District's Internet Safety Policy addresses all of CIPA's requirements.

Mr. Chambers returned to the meeting at 6:16PM

SPECIAL MEETING AGENDA – JULY 3, 2012

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

A. Fiscal Year 2012

- 1. General Fund #300-304
- 2. General Fund Payroll #70158, 70227-70228
- 3. Building Fund None
- 4. Child Nutrition None
- 5. Child Nutrition Payroll #70016
- 6. Bond Fund #2
- 7. Change Orders GF #20, 22, 102, 174, 187
GF Payroll #70004, 70007, 70014-70016, 70018-70019,
70021, 70027, 70031, 70038, 70042, 70047, 70050, 70204,
70219, 70313, 70414, 70420-70421, 70429
CN Payroll #70005

B. Fiscal Year 2013

- 1. General Fund #1-127
- 2. General Fund Payroll #70001-70003
- 3. Building Fund #1-14
- 4. Child Nutrition #1-15
- 5. Child Nutrition Payroll None

Motion: *To approve the warrants and encumbrances as listed. [Items VII.A.1-7 and VII.B. 1-5]*

Motion made by: *Ms. Timbo*

Motion seconded by: *Mr. Seabolt*

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Arlene Timbo</i>	<i>Yes</i>
<i>Sebastian Chambers</i>	<i>Yes</i>

Motion carried

VIII. 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 2012-2013 school year:

- 1. Federal Program Director
- 2. Activity Fund Custodian
- 3. Child Nutrition 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 Mr. Howard Hampton, Superintendent as representative/agent for the 2012-2013 School Year as listed. [Items VIII.A. 1-8]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Arlene Timbo</i>	<i>Yes</i>
<i>Sebastian Chambers</i>	<i>Yes</i>

Motion carried

SPECIAL MEETING AGENDA – JULY 3, 2012

- B. Discuss and vote to approve the following assignments for the 2012-2013 school year:
1. Jody Ingram as Deputy Minutes Clerk
 2. Cyenthia Pennington as Treasurer
 3. Lee Pollard as Deputy Minutes Clerk
 4. Suzan Wait as Deputy Board Clerk, Encumbrance Clerk and Minutes Clerk

Motion: *To approve the assignments for the 2012-2013 school year as listed.
[Items VIII.B.1-4]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

- C. Discuss and vote to approve or disapprove compensation amounts for the 2012-2013 school year:

1.	21 st CCLC Project Director	\$ 12,000.00
2.	Minutes Clerk	\$ 9,000.00
3.	Treasurer	\$ 9,000.00
4.	Teaching Assistant Principal	\$ 9,000.00
5.	Cafeteria Manager	\$ 6,000.00
6.	PIPS Coordinator	\$ 5,000.00
7.	Activity Fund Director	\$ 5,000.00
8.	Bus Driver	\$ 3,250.00
9.	Gifted / Talented Director	\$ 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	\$ 0.555 Per Mile

Motion: *To approve the compensation amounts for the 2012-2013 School Year as listed.
[Items VIII.C.1-18]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

SPECIAL MEETING AGENDA – JULY 3, 2012

- D. Discuss and vote to approve or disapprove the following contracts and service agreements for the 2012-2013 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
 5. Bedrock Nursery for Landscaping
 6. Bennett Office Equipment for Copier Rentals
 7. Center for Education Law for Legal Services
 8. Crossroads Youth and Family Services, Inc. for Services to Children with Disabilities – Ages Three to Five
 9. Digital Express for Photography Services
 10. Great Plains Technology Center for Special Education Testing
 11. Employee Evaluation Systems, Inc. (EES) for teacher evaluations
 12. IESI Northwest TX for Non-hazardous Waste Collection Services
 13. Kellogg Consulting, LLC for E-rate Consulting
 14. Lawton-Ft.Sill Regional Airport for Land Rent
 15. Municipal Accounting Systems for Student Information Software
 16. OT Works, LLC for Occupational Therapy Services
 17. Pat’s Wash Tub for Mop, Rug and Towel Cleaning Services
 18. Playcare, Inc. for Student Transportation
 19. Sooner Fundraiser, Inc. for Fundraising Services
 20. Sooner Security Service for Security and Fire Monitoring
 21. United Systems Cabling, Inc. for Support of Technology

Motion: *To approve the contracts and service agreements for the 2012-2013 School Year as listed. [Items VIII.D. 1-21]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Arlene Timbo</i>	<i>Yes</i>
	<i>Sebastian 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: *Not to amend District Policy: CG-Child Nutrition Program Procurement.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

- F. Discuss and vote to approve or disapprove the following bids/quotes for the Child Nutrition Program for the 2012-2013 school year:
1. Milk, Cheese and Dairy Products
 2. Bread and Grain Products
 3. Child Nutrition Management

Motion: *Approve the following bids/quotes for the Child Nutrition program for the 2012-2013 School Year: 1. Milk, Cheese and Dairy Products – Highland Dairy; 2. Bread and Products – Earthgrains Bakery; 3. Child Nutrition Management, Barlow Educational Management Service.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

- G. Discuss and vote to approve or disapprove the USDA Food and Nutrition Service’s School Year 2012-2013 Weighted Average Paid Requirement.

Motion: *To approve the USDA Food and Nutrition Service’s School Year 2012-2013 Weighted Average Paid Requirement.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

- H. Discuss and vote to approve or disapprove a loan agreement between the Bishop General Fund and the Bishop Child Nutrition Fund for the 2012-2013 school year.

Motion: *To approve a loan agreement between the Bishop General Fund and the Bishop Child Nutrition Fund for the 2012-2013 school year.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

SPECIAL MEETING AGENDA – JULY 3, 2012

- I. Discuss and vote to approve or disapprove the following activity fund sub-accounts and activities (Revenue and Expenditures) for the 2012-2013 school year.
1. Elementary Class Fund
 2. Flower Fund
 3. Library Activity Fund
 4. Petty Cash Fund
 5. Sixth Grade Class Fund

Motion: *To approve the Activity Fund sub-accounts and activities (Revenue and Expenditures) for the 2012-2013 School Year as listed. [Items VIII.I.1-5]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

- J. Discuss and vote to approve or disapprove membership in the Oklahoma Public School Unemployment Compensation Account (OPSUCA) for the 2012-2013 school year.

Motion: *To approve membership in the Oklahoma Public School Unemployment Compensation Account (OPSUCA) for the 2012-2013 School Year.*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

- K. Discuss and vote to approve or disapprove the following policies and regulations:
1. District Policy: BJ – Internet Access and Acceptable Use Policy
 2. District Policy: EA – General Student Policies
 3. District Policy: EK – Student Discipline, Suspension, and Due Process
 4. District Policy: EQ – Indian Policies and Procedures
 5. District Policy: Regulation CCR – E-Rate Procurement

Motion: *To approve the policies and regulations as listed. [Items VIII.K.1-5]*

Motion made by: *Mr. Chambers*

Motion seconded by: *Ms. Timbo*

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

Motion carried

SPECIAL MEETING AGENDA – JULY 3, 2012

- L. Discuss and vote to approve or disapprove sending School Board Members and Superintendent, at District expense, to OSSBA sponsored meetings / workshops during the 2012-2013 school year.

Motion: *To approve sending School Board Members and Superintendent, at District expense, to OSSBA sponsored meetings / workshops during the 2012-2013 School Year.*

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

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Arlene Timbo</i>	<i>Yes</i>
<i>Sebastian Chambers</i>	<i>Yes</i>

Motion carried

IX. VOTE TO ADJOURN

Motion: *To adjourn the meeting*

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

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Arlene Timbo</i>	<i>Yes</i>
<i>Sebastian Chambers</i>	<i>Yes</i>

Motion carried

Agenda and notice of this meeting were posted on the 30th day of June, 2012 at 5:00PM 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 at 1:30PM on the 13th day of June, 2012.

APPROVED THIS 13TH DAY OF AUGUST, 2012.

Board President

Board Vice-President

Board Clerk