

**MINUTES
REGULAR MEETING
BISHOP BOARD OF EDUCATION
January 10, 2013 – 12:00PM
Library Media Lab – 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 **REGULAR** meeting on **January 10, 2013 at 12:00 o'clock p.m.**, at the Library Media Lab, 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, Christie Tugmon, Suzan Wait*
Others Present: *Chance Anderson, Rich Couch, Wayne Leatherbury, Rick Watts*

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 MINUTES OF THE FOLLOWING MEETING OF THE BISHOP BOARD OF EDUCATION

A. December 10, 2012, Regular Meeting

Motion: *To approve the minutes of the December 10, 2012, Regular Meeting.*

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

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

Motion carried.

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

None

V. REPORTS FROM SCHOOL PERSONNEL

A. Treasurer's Report

Cyenthia Pennington presented the monthly Treasurers Report to the Board.

B. Superintendent's Report

1. 2013 Parking Lot Addition Project

Rich Couch, Legacy Engineering, Inc., presented a worksheet illustrating three options for the 2013 Parking Lot Addition. Option C was the best since it offered thirty-six (36) additional parking places.

Wayne Leatherbury, Locke, Wright, Pruett, & Brown Architects, addressed different issues involved in the building of the parking lot. He recommended a topographic survey of the parking lot addition be done because of the water issue.

Chance Anderson, CMS Willowbrook, presented the Estimate of Probable Cost and the Concept Estimate & Schedule. He estimated that the Parking Lot Addition Project would cost \$240,465 and would be completed by July 2013.

2. Capital Expenditures from General Fund

Mr. Hampton presented a letter from Janet Barresi, State Superintendent of Public Instruction, stating that Bishop School had been certified to use five percent (5%) from districts 2013 General Fund for Capital Improvements. He said that Bishop School had also been approved to use \$50,000 from 2013 General Fund for Capital Improvements.

3. District Enrollment

Mr. Hampton presented the current District Enrollment. He said the school's enrollment had leveled to 500.

4. Oklahoma Certified Healthy School

Mr. Hampton presented a letter from the Oklahoma State Department of Health stating that Bishop School had been selected as a Certified Healthy School.

5. National Title I Conference – January 21-24, 2013 in Nashville, Tennessee

Mr. Hampton reminded the board that he and several staff members would be attending the National Title I Conference on January 21-24, 2013 in Nashville, Tennessee.

6. Preliminary Audit – June 5, 2013

Mr. Hampton reported to the board that the Preliminary 2013 Financial Audit is scheduled for June 5, 2013.

7. Summer Programs – May 13 - June 6, 2013

a. Summer Reading Academy Program – Third Grade

b. 21st Century Community Learning Center (CCLC) Summer Academy

Mr. Hampton stated that the Summer Programs would begin May 13, 2013 and end on June 6, 2013.

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

- A. General Fund #233-238
- B. General Fund Payroll #70121, 70219-70222
- C. Building Fund None
- D. Child Nutrition #27
- E. Child Nutrition Payroll None
- F. Bond Fund None
- G. Change Orders GF #21, 197
GF Payroll #70125

Motion: *To approve warrants and encumbrances as listed. [Item VI.A-G]*

Motion made by: *Ms. Timbo*

Motion seconded by: *Mr. Seabolt*

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

Motion carried.

VII. 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..) 25 O.S. § 307 (B) (1-7):
 - 1. Items for discussion:
 - a. Superintendent Evaluation and Employment Contract

Motion: *To convene in executive session. (The time was 12:45PM.)*

Motion made by: *Ms. Timbo*

Motion seconded by: *Mr. Seabolt*

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

Motion carried.

- B. Vote to return to Open Session.

Motion: *To return to Open Session. (The time was 1:05PM.)*

Motion made by: *Ms. Timbo*

Motion seconded by: *Mr. Seabolt*

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

Motion carried.

- C. Executive Session Minutes Compliance Statement.

Ms. Timbo stated that Greg Seabolt, Toni Timbo and Howard Hampton convened in Executive Session. Only item VII.A.1 - Superintendent Evaluation and Employment Contract was discussed. No board action was taken on any items.

REGULAR MEETING MINUTES, JANUARY 10, 2013

D. Discuss and vote to amend or not to amend the Superintendent's Contract

Motion: *To amend the Superintendent's Contract for an additional year.*

Motion made by: *Ms. Timbo*

Motion seconded by: *Mr. Seabolt*

Vote:

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|-----------------|---------------|
| <i>Seabolt</i> | <i>Yes</i> |
| <i>Timbo</i> | <i>Yes</i> |
| <i>Chambers</i> | <i>Absent</i> |

Motion carried.

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

A. Discuss and vote to approve or disapprove a contract with CMS Willowbrook Construction Management for the 2013 Parking Lot Addition.

Motion: *To approve a contract with CMS Willowbrook Construction Management for the 2013 Parking Lot Addition.*

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.

IX. 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.

None

X. VOTE TO ADJOURN

Motion: *To adjourn. (The time was 1:19PM.)*

Motion made by: *Ms. Timbo*

Motion seconded by: *Mr. Seabolt*

Vote:

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|-----------------|---------------|
| <i>Seabolt</i> | <i>Yes</i> |
| <i>Timbo</i> | <i>Yes</i> |
| <i>Chambers</i> | <i>Absent</i> |

Motion carried.

Agenda and notice of this meeting were posted on the **9th day of January 2013 at 9:05AM** at the main entrance to Bishop School, Bishop Public School, 2204 SW Bishop Road, Lawton, OK. Notice of this meeting was give to the Comanche County Clerk on the **11th day of October 2012**.

APPROVED THIS 21TH DAY OF FEBRUARY, 2013.

Board President

Board Vice-President

Board Clerk