

**MINUTES
REGULAR MEETING
BISHOP BOARD OF EDUCATION
July 23, 2015 – 12:00PM
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 **REGULAR** meeting on **July 23, 2015, at 12:00 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: *Thresa Seabolt, Arlene Timbo, Willie Guest*
Absent: *None*
Quorum: *3*
Staff Present: *Howard Hampton, Cindy Pennington, Suzan Wait*
Others Present: *Susan Murray*

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. June 8, 2015, Regular Meeting

Motion: *To approve the minutes of the June 8, 2015, Regular Meeting.*

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

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

Motion carried.

IV. REPORTS FROM SCHOOL PERSONNEL

A. Treasurer's Report

Cyenthia Pennington presented the monthly treasurer's report.

B. Superintendent’s Report

1. Child Internet Protection Act (CIPA) Statement

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

2. OSSBA / CCOSA Conference – August 28-30, 2015

Mr. Hampton reminded the board members of the OSSBA / CCOSA Conference on August 28-30, 2015 in Oklahoma City.

3. National School Board Association Annual Conference (NSBA), Boston, MA – April 9-11, 2016

Mr. Hampton discussed with the board members the National School Board Association Annual Conference (NSBA) in Boston, MA on April 9-11, 2016.

4. Playground Maintenance

Mr. Hampton reported that 4-D Lawn & Landscape would help with the removal and installation of mulch. He said 4-D Lawn & Landscape would also install drainage for the playground area. He said the mulch would be delivered on August 3 or 4, 2015.

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

A. Fiscal Year 2015

- | | | |
|----|-------------------------|--|
| 1. | General Fund | #290-297 |
| 2. | General Fund Payroll | #70077, 70246 |
| 3. | Building Fund | #33 |
| 4. | Child Nutrition | #57-58 |
| 5. | Child Nutrition Payroll | None |
| 6. | Change Orders | GF #5, 9, 34, 62, 67, 73, 101, 110, 112, 114, 163, 169, 287
GF Payroll #70005, 70008, 70012, 70024-70026, 70028,
70033, 70038, 70044, 70061, 70070, 70240, 70246
BF #29 |

B. Fiscal Year 2016

- | | | |
|----|-------------------------|--|
| 1. | General Fund | #1-143 |
| 2. | General Fund Payroll | #70001-70042, 70077, 70100, 70102-70105, 70247 |
| 3. | Building Fund | #None |
| 4. | Child Nutrition | #1-22 |
| 5. | Child Nutrition Payroll | #70001-70007 |

Motion: *To approve warrants and encumbrances for Fiscal Year 2015 as listed with the addition of General Fund Payroll Encumbrance No. 70077 and warrants and encumbrances for Fiscal Year 2016 as listed with the addition of General Fund Payroll Encumbrance No. 70105. [Item V.A.1-6.B.1-5]*

Motion made by: Ms. Seabolt
Motion seconded by: Mr. Guest

Vote:	Seabolt	Yes
	Timbo	Yes
	Guest	Yes

Motion carried.

- VI. REGULAR BUSINESS ITEMS TO BE BROUGHT BEFORE THE BISHOP BOARD OF EDUCATION
A. Discuss and vote to accept or not to accept the resignation of Heather McCool, Elementary Teacher

Motion: *To accept the resignation of Heather McCool, Elementary Teacher.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

- B. Discuss and vote to designate Howard Hampton, Superintendent, as representative/agent for the 2015-2016 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 2015-2016 school year:*

Motion made by: *Mr. Guest*

Motion seconded by: *Ms. Timbo*

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

Motion carried.

- C. Discuss and vote to approve the following assignments for the 2015-2016 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 2015-2016 school year as listed. [Item VI. C.1-3]*

Motion made by: *Mr. Guest*

Motion seconded by: *Ms. Timbo*

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

Motion carried.

REGULAR MEETING MINUTES – JULY 23, 2015

D. Discuss and vote to approve or disapprove compensation amounts for the 2015-2016 school year:

1.	Minutes Clerk	Suzan Wait	\$ 12,000.00 *
2.	Treasurer	Cindy Pennington	\$ 12,000.00 *
3.	S.T.E.M. Director	Christie Tugmon	\$ 11,000.00 *
4.	Teaching Assistant Principal	Christie Tugmon	\$ 10,000.00
5.	Cafeteria Manager	Roselynn Macias	\$ 9,000.00 *
6.	Activity Fund Director	Jody Ingram	\$ 8,000.00 *
7.	Extended Day Program Coordinator	Amy Rittenhouse	\$ 5,000.00
8.	Academic Tutor	Lori Baggett	\$ 5,000.00 *
9.	Academic Tutor	Christy Mays	\$ 5,000.00 *
10.	Academic Tutor	Amy Rittenhouse	\$ 5,000.00 *
11.	Academic Tutor	Christie Tugmon	\$ 5,000.00 *
12.	S.T.E.M. Tutor	Lesia Sparks	\$ 5,000.00 *
13.	Bus Driver	Howard Hampton	\$ 4,250.00
14.	Bus Driver	Jody Ingram	\$ 4,250.00
15.	Bus Driver	Terry Jolly	\$ 4,250.00
16.	Bus Driver	Jeanie Peters	\$ 4,250.00
17.	Bus Driver	Lesia Sparks	\$ 4,250.00
18.	Bus Driver	Erica Tondre	\$ 4,250.00
19.	Testing Coordinator	Jeanie Peters	\$ 2,000.00
20.	Chimaleers Coordinator	Brenda Chambers	\$ 1,000.00 *
21.	Gifted & Talented Coordinator	Jeanie Peters	\$ 1,000.00
22.	Singing Bulldogs Coordinator	Amy Rittenhouse	\$ 1,000.00 *
23.	Professional Development Coordinator	Elizabeth Martin	\$ 500.00
24.	Reading Sufficiency Coordinator	Lori Baggett	\$ 500.00
25.	Textbook Coordinator	Lori Baggett	\$ 500.00
26.	Certified / Non-Certified Substitute		\$ 65.00 Per Day
27.	Math / Reading Tutor		\$ 25.00 Per Hour *
28.	Activity Trip – Certified Supervision		\$ 15.00 Per Hour
29.	Certified Extended Day Supervision		\$ 15.00 Per Hour
30.	Certified Gymnasium Supervisor		\$ 15.00 Per Hour *
31.	Travel Reimbursement Rate		\$ 0.575 Per Mile *

* Denotes change from 2014-2015

Mr. Hampton reviewed the changes and additions to the compensation amounts for the 2015-2016 school year.

Motion: *To approve compensation amounts for the 2015-2016 school year.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

REGULAR MEETING MINUTES – JULY 23, 2015

- E. Discuss and vote to approve or disapprove the following contracts and service agreements for the 2015-2016 school year:
1. 4-D Lawn & Landscape Co. for Landscaping
 2. ADPC for Financial Accounting Software
 3. Advanced Pest and Termite Service for Pest Control Service
 4. Aimee Carter for Physical Therapy Services
 5. Allied Health Research Laboratory for Employee Drug and Alcohol Testing
 6. Barlow and Associates for Federal Programs
 7. Bennett Office Equipment for Copier Lease
 8. Catapult Learning West, LLC for Professional Development*
 9. Center for Education Law for Legal Services
 10. Digital Express for Photography Services
 11. Great Plains Technology Center for Special Education Testing
 12. Interquest Detection Canines for Contraband Detection
 13. Kagan for Professional Development*
 14. Kellogg Consulting, LLC for E-rate Consulting
 15. Lawton-Ft. Sill Regional Airport for Land Rental
 16. Linda Bailey for Professional Development*
 17. M·A·X Teaching with Reading and Writing for Professional Development*
 18. Municipal Accounting Systems for Student Information Software
 19. Netchemia for Teacher Evaluations
 20. Oklahoma Resource Center for Education Support Services
 21. Oklahoma Writing Project for Professional Development*
 22. OT Works, LLC for Occupational Therapy Services
 23. Pat's Wash Tub for Mop, Rug and Towel Cleaning Services
 24. Progressive Waste Solutions of Texas for Non-hazardous Waste Collection Services
 25. Rachel Bush for Speech Therapy Service
 26. Sooner Fundraiser, Inc. for Fundraising Services
 27. Sooner Security Service for Security and Fire Monitoring
 28. United Systems Cabling, Inc. for Support of Technology

* *Contracts approved at the March 9, 2015, Regular Meeting*

Motion: *To approve the following contracts and service agreements as listed for the 2015-2016 school year with the addition of the Lawton-Ft. Sill Regional Airport for Land Rental not to exceed \$2,000. [Item VI. E.1-28]*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

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

1. District Policy: CG – Child Nutrition Program Procurement

Motion: *To amend District Policy: CG – Child Nutrition Program Procurement.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

- G. Discuss and vote to approve or disapprove the following bids/quotes for the Child Nutrition Program for the 2015-2016 school year:
1. Milk, Cheese and Dairy Products
 2. Bread and Grain Products
 3. Child Nutrition Management
 4. Child Nutrition Prime Vendor

Motion: *To approve the following bids/quotes for the Child Nutrition Program for the 2015-2016 school year: Borden Company for Milk, Cheese and Dairy Products; Flowers Baking Company for Bread and Grain Products; Barlow Education Management Services for Child Nutrition Management; Ben E Keith Foods for Child Nutrition Prime Vendor.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

Vote:	<i>Seabolt</i>	<i>Yes</i>
	<i>Timbo</i>	<i>Yes</i>
	<i>Guest</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 2015-2016 school year.

Motion: *To approve a loan agreement between the Bishop General Fund and the Bishop Child Nutrition Fund for the 2015-2016 school year.*

Motion made by: *Mr. Guest*

Motion seconded by: *Ms. Seabolt*

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

Motion carried.

- I. Discuss and vote to approve or disapprove a transfer for the following activity fund sub-accounts and activities (Revenue and Expenditures):

From	To	Amount
Extended Day Activity Fund	Elementary Class Activity Fund	\$10,000.00

Motion: *To approve a transfer for the following activity fund sub-accounts and activities (Revenues and Expenditures): from the Extended Day Activity Fund to the Elementary Class Activity Fund for \$10,000.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

REGULAR MEETING MINUTES – JULY 23, 2015

- J. Discuss and vote to approve or disapprove the following activity fund sub-accounts and activities (Revenue and Expenditures) for the 2015-2016 school year.
1. Elementary Class Activity Fund
 2. Extended Day Activity Fund
 3. Faculty & Staff Activity Fund
 4. Library Activity Fund
 5. Petty Cash Activity Fund
 6. Sixth Grade Class Activity Fund

Motion: *To approve the following activity fund sub-accounts and activities (Revenues and Expenditures) for the 2015-2016 school year as listed. [Item VI.J.1-6]*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

- K. Discuss and vote to approve or disapprove the activity fund transfers from the Extended Day Activity Fund to the Bishop General Fund for Extended Day Expenditures for the 2015-2016 school year.

Motion: *To approve the activity fund transfers from the Extended Day Activity Fund to the Bishop General Fund for Extended Day Expenditures for the 2015-2016 school year.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

- L. Discuss and vote to approve or disapprove the deregulation waiver to the Oklahoma State Department of Education for Alternative Education for less than 10 students.

Motion: *To approve the deregulation waiver to the Oklahoma State Department of Education for Alternative Education for less than 10 students.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

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

Motion carried.

- M. Discuss and vote to approve or disapprove membership in the Oklahoma Public School Unemployment Compensation Account (OPSUCA) for the 2015-2016 school year.

Motion: *To approve membership in the Oklahoma Public School Unemployment Compensation Account (OPSUCA) for the 2015-2016 school year.*

Motion made by: *Mr. Guest*

Motion seconded by: *Ms. Timbo*

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Timbo</i>	<i>Yes</i>
<i>Guest</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 2015-2016 school year.

Motion: *To approve sending School Board Members and Superintendent, at District expense, to OSSBA sponsored meetings / workshops during the 2015-2016 school year.*

Motion made by: *Mr. Guest*

Motion seconded by: *Ms. Timbo*

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Timbo</i>	<i>Yes</i>
<i>Guest</i>	<i>Yes</i>

Motion carried.

- O. Discuss and vote to approve or disapprove sending Howard Hampton and certified staff members, at District expense, to the National Council of Teachers of Mathematics (NCTM) Annual Conference in San Francisco, CA, on April 13-16, 2016.

Motion: *To approve sending Howard Hampton and certified staff members, at District expense, to the National Council of Teachers of Mathematics (NCTM) Annual Conference in San Francisco, CA, on April 13-16, 2016.*

Motion made by: *Ms. Seabolt*

Motion seconded by: *Mr. Guest*

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Timbo</i>	<i>Yes</i>
<i>Guest</i>	<i>Yes</i>

Motion carried.

- P. Discuss and vote to approve or disapprove sending Howard Hampton and certified staff members, at District expense, to the National Title I Conference in Houston, TX on January 28-31, 2016.

Motion: *To approve sending Howard Hampton and certified staff members, at District expense, to the National Title I Conference in Houston, TX, on January 28-31, 2016.*

Motion made by: *Mr. Guest*

Motion seconded by: *Ms. Timbo*

Vote:

<i>Seabolt</i>	<i>Yes</i>
<i>Timbo</i>	<i>Yes</i>
<i>Guest</i>	<i>Yes</i>

Motion carried.

Q. Discuss and vote to participate or not to participate in the State Treasurer’s CD Pool.

Motion: To participate in the State Treasurer’s CD Pool.

Motion made by: Mr. Guest

Motion seconded by: Ms. Timbo

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

Motion carried.

VII. 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

VIII. VOTE TO ADJOURN

Motion: To adjourn. (The time was 12:55PM.)

Motion made by: Mr. Guest

Motion seconded by: Ms. Seabolt

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

Motion carried.

Agenda and notice of this meeting were posted on the **22nd day of July, 2015 at 12:00PM** 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 **28th day of October 2014**.

APPROVED THIS 10TH DAY OF AUGUST, 2015.

Board President

Board Vice-President

Board Clerk