

November 14, 2011

BOARD AGENDA

REGULAR BOARD MEETING

MIDWEST CITY-DEL CITY PUBLIC SCHOOLS

NOVEMBER 14, 2011 ~ 7:00 P.M.

MID-DEL BOARD OF EDUCATION, BOARD ROOM

7217 S.E. 15TH

MIDWEST CITY, OK 73110

Following is a list of the business to be conducted by the Board of Education at the above mentioned meeting:

- I. Opening Exercises
 - A. Call to Order and roll-call recording of members present and absent
 - B. Flag Salute
- II. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved at a board meeting, will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda consists of the discussion, consideration, and approval of the following items:

 - A. Approval of the Agenda
 - B. Vote to approve Minutes of the October 10, 2011, Regular Board Meeting.
 - C. Vote to approve Monthly Financial and Investment Report ending October 31, 2011:
 1. Treasurer's Report and Investment Report
 2. Encumbrances
 3. Warrant Register
 4. School Activity Fund Monthly Summary
 - D. Vote to approve school activity funds:
 1. Transfers within Banks
 2. Addenda
 3. Open New Account
 - E. Vote to approve sanctioning applications from school activity funds for 2011-12.
 - F. Vote to approve Blanket Position Salary Reserves Report for FY 2011-2012.

- G. Vote to approve out-of-state or overnight travel requests:
1. Del City High School vocal music selected students who are named to the All OCDA Junior High or the All OCDA Jazz Choir will participate in choral educational clinics, rehearsals, and concert performance in Oklahoma City, OK, on January 12-14, 2012. Expenses to be paid by Sanctioned Organization Funds.
 2. Del City High School vocal music selected students who are named to the All OMEA Jazz Quartet, All OMEA Mixed Chorus or the OMEA Women's Chorus will participate in choral educational clinics, rehearsals, and concert performance in Tulsa, OK, on January 18-21, 2012. Expenses to be paid by Sanctioned Organization Funds.
 3. Ranell Zurmehly, Carl Albert High School, to attend the 2012 National Art Education Association Convention/Conference in New York, NY, on March 1-5, 2012. All expenses to be paid by Art Activity Account, Project Code 893.
 4. Midwest City High School boys' basketball team to compete in the Jenks/ Union Invitational Tournament in Tulsa, Oklahoma, on January 19-21, 2012. Expenses to be paid by Sanctioned Organization Funds.
 5. Carl Albert High School JROTC to compete in a Drill Competition on December 10, 2011, in Ft. Smith, Arkansas. All expenses to be paid by O & M, Project Code 774 (Air Force Fund).
 6. Karel Nichols, Administration, to attend the 2012 Title I National Conference in Seattle, Washington, on January 20-25, 2012. Expenses to be paid by Title IA, Project Code 511.
 7. Carl Albert High School Key Club students and sponsor to attend "Weekend of a Lifetime" in Maypearl, TX, on January 13-15, 2012. Expenses to be paid by School Activity Funds, Project Code 916 – Key Club.
 8. Mid-Del Technology Center SkillsUSA to participate in a leadership training and to compete in the leadership and skills contests in Shawnee, OK, on February 15-16, 2012. Expenses to be paid by personal funds and donations. Rooms will be paid by the South Central SkillsUSA District Account.
 9. Mid-Del Technology Center SkillsUSA students to participate in a leadership training and to compete in the leadership and skills contests at the Tulsa Convention Center in Tulsa, OK, on April 15-17, 2012. Expenses to be paid by personal funds, donations, General Fund 12-Project Code 032 and Activity Funds-Project Codes 845 and 962 and Sanctioned Organization Funds.
 10. Mid-Del Technology SkillsUSA students and sponsors to attend the Summer Leadership Institute in Claremore, OK, on June 5-8, 2012. Expenses to be paid by personal funds, donations, General Fund 12-Project Code 032 and Activity Funds-Project Codes 845 and 962 and Sanctioned Organization Funds.

11. Mid-Del Technology SkillsUSA students and sponsors to attend SkillsUSA Nationals in Kansas City, KS, on June 23-27, 2012. Expenses to be paid by personal funds and donations, General Fund 12-Project Code 032 and Activity Funds-Project Codes 845 and 962 and Sanctioned Organization Funds.
12. Mid-Del Technology HOSA (Health Occupation Students of America) to attend the National HOSA Competition in Orlando, FL, on June 20-23, 2012. Expenses to be paid by General Fund 12 – Project Code 032, Activity Funds – Project Codes 983 and 845, personal funds and Sanctioned Organization Funds.
13. Carl Albert High School boys' basketball team to compete in the Ardmore Holiday Basketball Tournament in Ardmore, OK, on December 28-30, 2011. Expenses to be paid by Sanctioned Organization Funds and Activity Funds – Carl Albert Tip In Club, Project Code 909.
14. Carl Albert Middle School Pom Squad to compete in the National Dance Competition in Ft. Worth, TX, on February 3-5, 2012. Expenses to be paid by Sanctioned Organization Funds – Pom Booster Club, Project Code 921.
15. Mid-Del Technology Business Professionals of America (BPA) students and sponsors to attend the BPA State Conference in Tulsa, OK, on March 6-7, 2012. Expenses to be paid by Fund 12, Project 032, Activity Funds 943/015, 845/015 and personal funds.
16. Mid-Del Technology Business Professionals of America (BPA) students who qualified at BPA State Conference and sponsors to attend BPA National Conference in Chicago, IL, on April 24-29, 2012. Expenses to be paid by Fund 12, Project 032, Activity Funds 943/015, 845/015 and personal funds.
17. Carl Albert Middle School Cheer Squad to attend the NCA Nationals in Dallas, TX, on January 6-9, 2012. Expenses to be paid by Sanctioned Organization Funds – Carl Albert Middle School Cheer Booster Club, Project Code 879.
18. Carl Albert Middle School Key Club to attend the Leadership Convention in Maypearl, TX, on January 13-15, 2012. Expenses to be paid by School Activity Funds, Project Code 826-General.
19. Joe Wylde, Central Office Administration, to attend ASA Essentials in Dallas, TX, on February 12-17, 2012. Expenses to be paid by Technology, Project Code 044.
20. Charlie Shelden, Central Office Administration, to attend the Cisco VoIP Training Part 1 in Dallas, TX, on February 5-10, 2012. Expenses to be paid by Technology, Project Code 044.
21. Charlie Shelden, Central Office Administration, to attend the Cisco VoIP Training in Dallas, TX, on March 11-16, 2012. Expenses to be paid by Technology, Project Code 044.
22. Joe Wylde, Central Office Administration, to attend Cisco VoIP Training Part 1 in Houston, TX, on May 12-18, 2012. Expenses to be paid by Technology, Project Code 044.

23. Scott Paul, Central Office Administration, to attend Cisco VoIP Advanced Training in Dallas, TX, on June 17-22, 2012. Expenses to be paid by Technology, Project Code 044.
 24. Karel Nichols, Administration, attended Thinking Maps “Texas Round Up” held in San Antonio, TX, on November 3-5, 2011. Expenses other than hotel and registration to be paid by Title IA, Project Code 511. Thinking Maps, Inc. will pay for hotel and registration. Confirmation
 25. Mid-Del Technology Center SkillsUSA students/sponsors attended the SkillsUSA Leadership Conference on October 12-13, 2011. Rooms were paid by the South Central SkillsUSA District. All other expenses to be paid by personal funds and donations. Confirmation.
- H. Vote to approve (ODCTE) Oklahoma Department of Career and Technology Education Contract for secondary and full-time Adult Career and Technology Education Programs for school year 2011-12. This agreement provides the authority and requirements for the programs at the three high schools to be eligible for ODCTE funding.

III. Recognitions:

- A. **National Hispanic Recognition (Honorable Mention)** – Dr. Kirk
Midwest City High School Alex Meador
- B. **National Merit Commended Recognition** – Dr. Kirk
Midwest City High School Andrea Wilson
- C. **Carl Albert High School** – 5A State Softball Champions – Mr. Bachman
- D. **Steed Elementary** teachers, Ms. Christine Paradise and Mrs. Regina Hartley, recipients of the SKIE Award from the K20 Center at the University of Oklahoma. – Mr. Thompson
- E. **Del City Elementary School** selected as a \$1000 Spotlight Winner in the International Light UP a Landmark Contest. – Mrs. Dunn
- F. **Transportation Department** - Connie Birth recipient of the Oklahoma State Department of Education and Special Needs Award for the “Above & Beyond the Call of Duty” Bus Driver Award for Transportation. – Mr. Clements & Dr. Axtell
- G. **Del City High School** music teacher, Brenda Mechling, recipient of the Oklahoma Music Educator’s Association (OMEA) Exemplary Teacher Award. – Dr. Kirk
- H. **Monroney Middle School Teacher’s Assistant Rachel Brown**, recognized for her heroism. – Dr. Kirk

- IV. Information and Staff Reports
 - A. Public Participation
 - B. Superintendent's Report – Dr. Twidwell
 - Final ARRA Report – Ms. Carlberg
 - Technology Center Report – Mr. Allen
- V. Vote to approve or not approve a Resolution authorizing the sale of the school district's \$8,640,000.00 General Obligation Building Bonds, Series 2012, and setting for the following items: – Mr. Cochran
 - A. Fixing the amount of bonds to mature each year
 - B. Fixing the time and place the bonds are to be sold
 - C. Authorizing the clerk to give notice of said sale as required by law
- VI. Consider bids and select a paying agent/registrar for the District's \$8,640,000.00 General Obligation Building Bonds, Series 2012. – Mr. Cochran
- VII. Vote to approve or not approve Proclamation declaring November 13-19, 2011, as American Education Week. – Dr. Twidwell
- VIII. Vote to approve or not approve Resolution to the Oklahoma County Election Board for election of School Board Member Office No. 2. – Dr. Twidwell
- IX. Vote to approve or not approve a contract with *School Connect* to create a free Mid-Del Schools' mobile application for smart phones. – Mrs. Boyer
- X. Vote to approve or not approve 2011-12 ACE Remediation Plan(s). – Mrs. Dunn
- XI. Vote to approve or not approve the appointment of a task force to study High School Instructional Scheduling. – Mrs. Dunn
- XII. Vote to approve or not approve revision of Policy C-33 Employee Cellular Telephones/Wireless Devices. – Mr. Knauss
- XIII. Vote to approve or not approve to refurbish the marquee for Highland Park Elementary from Sign Service in the amount of \$15,036.25 to be paid from Bond 32, Project Code 007. – Ms. Carlberg
- XIV. Vote to approve or not approve the purchase of a marquee for Tinker Elementary from Stewart Signs in the amount of \$28,913.00 to be paid from DoDEA Grant, HE1254-11-1-0011, Fund 11, Project Code 779. – Ms. Carlberg

- XV. Vote to approve or not approve bids and requests to purchase: – Ms. Carlberg
- A. Purchase of 25 Apple MacBook computers, one Bretford Cart and related maintenance agreements from Apple Computers (sole source vendor), for Tinker Elementary. The total cost is \$27,215.95 to be paid by the Department of Defense Education Activity (DoDEA) Grant, Project Code 779.
 - B. Purchase of 6 SMART Response Systems for Del Crest Middle School from Video Reality (sole source vendor). The total cost is \$10,878.00 to be paid from Title IA, Project Code 511.
- XVI. Vote to approve or not approve the purchase of two (2) milk coolers for Epperly Heights Elementary School kitchen and two (2) milk coolers for Townsend Elementary School kitchen from Curtis Restaurant Supply. Total cost is \$12,000.00 to be paid by Child Nutrition Fund 22. – Mr. Ponce
- XVII. Vote to approve or not approve the Statement of Understanding between SAIC, Mid-Del Technology Center and the State Department of Career and Technology Education for SAIC Training for Industry Program (TIP) Project. The amount is \$41,600.00 for Oracle training delivery, curriculum, and classroom supplies. These monies will be reimbursed through the Oklahoma Department of Career and Technology's TIP Program. – Mr. Allen
- XVIII. Vote to approve or not approve to issue a purchase order in the amount of \$41,600.00 to SAIC (Science Applications International Corporation). – Mr. Allen
- XIX. Maintenance
- A. Vote to approve or not approve the following change orders and bids/requests to purchase for the Maintenance and Construction Department – Mr. Mitchell
 - 1. Recommend Board approval of Change Order #1 to replace 27 square feet of metal decking for Del City High School roofing project. Construction cost is \$283.50 with architect fees of \$31.19. Total cost is \$314.69. Expenditures are to be paid from Bond Fund 32. for at Del City High School roofing project. Construction cost is \$1,650.00 with architect fees of \$181.50. Total cost is \$1,831.50. Expenditures are to be paid from Bond Fund 32.
 - 2. Recommend Board approval of Change Order #1 to provide and install eight (8) 24-gauge prefinished metal covers on windows for Monroney Middle School roofing project. Construction cost is \$2,200.00 with architect fees of \$242.00. Total cost is \$2,442.00. Expenditures are to be paid from Bond Fund 32.
 - 3. Recommend Board approval of HGL Construction, Inc. to build a Baseball Hitting and Locker Room Facility at Midwest City High School. This recommendation will include all materials, labor, and architect fees. Total cost is \$303,096.76 to be paid from OCMAPS Fund 24 (pending approval of OCMAPS application).

4. Recommend Board approval of Kelly's Plumbing and Heating, Inc. for labor and materials for partial replacement of sanitary sewer lines at the following sites:

<u>Site</u>	<u>Labor and Materials</u>
Country Estates Elementary	\$3,700.00
Del City Elementary	\$3,500.00
Tinker Elementary	\$5,800.00
Carl Albert Middle School	\$8,400.00
<u>Carl Albert High School</u>	<u>\$2,500.00</u>
Total Cost:	\$23,900.00

Expenditures are to be paid from Bond Fund 32.

5. Recommend Board approval of Change Order #2 to install Main Hall toilet exhaust fan, revision of west hall sewer, and fire alarm heads for Mid-Del Technology Center for the restroom renovation project. Construction cost is \$3,333.00 with architect fees of \$233.31. Total cost of the project is \$3,566.31. Expenditures are to be paid from Technology Building Fund 23.
6. Recommend Board approval of Change Order #4 for labor and materials to level existing floors and to accommodate floor and exterior walk off set at two exterior doors for Del City High School restroom remodel and art room project. Construction cost is \$3,471.00 with architect fees of \$242.97. Total cost is \$3,713.97. Expenditures are to be paid from Bond Fund 32.
7. Recommend Board approval of Change Order #1 for two drain bowls cut in deck for Carl Albert High School roofing project. Construction cost is \$3,000.00 with architect fees of \$330.00. Total cost is \$3,330.00. Expenditures are to be paid from Bond Fund 32.
8. Recommend Board approval of Change Order #1 to tear off and replace 3,753 square feet of rusted and failed roofing, replace rotted plywood at walls and cover low windows with plywood, cover classrooms under the rotted decking replacement with visqueen and clean up fallen decking debris for Midwest City High School roofing project. Construction cost is \$31,804.50 with architect fees of \$3,498.50. Total cost is \$35,303.00. Expenditures are to be paid from Bond Fund 32.
9. Recommend Board approval of Change Order #1 to receive credit for work not completed for the Ridgecrest portable classroom project due to the fire at Ridgecrest Elementary. This will result in a construction credit of \$93,988.50 and an architect credit of \$1,389.99. Total amount of \$95,378.49 to be credited to Bond Fund 32.

10. Recommend Board approval of Change Order #4 to add gypsum board accent banding to Media Center as per ASI-1 for Del City Elementary media center remodel project. Construction cost is \$1,232.99 with architect fees of \$86.31. Total cost is \$1,319.30. Expenditures are to be paid from Bond Fund 32.
- B. Discussion and possible action to amend the Minutes from the June 13, 2011 Board meeting to attach the letter dated June 7, 2011, from Mr. Michael McCoy, Architect, and bid recap sheet which was contained in the Board packets, regarding the action taken on agenda items A-2 and A-3 at the June 13, 2011 Board meeting. – Dr. Twidwell
- C. Vote to approve or not approve the following contracts for services from Crafton, Tull & Associates, Inc. Services include preparation of boundary surveys, title commitment review, topographic survey and legal descriptions for property at East Side Elementary School - \$8,500.00, Soldier Creek Elementary School - \$5,300.00, Steed Elementary School - \$4,000.00, Del City Elementary School - \$4,300.00 and Epperly Heights Elementary School - \$4,800.00. Payment for services will be made from Bond 33, pending first distribution of funds. – Dr. Twidwell
- XX. Vote to approve or not approve OCMAPS application for construction of a Baseball Hitting and Locker Room Facility at Midwest City High School. Total cost is \$303,096.76 to be paid by OCMAPS Fund 24 (pending approval of OCMAPS application). – Dr. Twidwell
- XXI. Discussion and possible action regarding the process for employing a Superintendent for the 2012-2013 school year, including the method of advertising the position, deadline for applications, the creation of a committee to interview selected applicants and related items, pursuant to Title 25, §307 (B)(1) of the Oklahoma Statutes. – Mr. Blanton
- XXII. Human Resources
 - A. Vote to approve or not approve all actions recommended in the Human Resources Reports. – Mr. Mendenhall
 1. Certified
 2. Non-Certified
 3. Child Nutrition
 4. Transportation
- XXIII. Vote to approve or not approve the confirmation of the December 5, 2011, Special Board Meeting to be held at the Mid-Del Board of Education, Board Room, 7217 S.E. 15th, Midwest City, OK at 7:00 P.M. – Dr. Twidwell

November 14, 2011

XXIV. New Business

Item(s) that could not have been foreseen or known about at the time the agenda was posted which need action at this board meeting.

XXV. Adjourn

This agenda was posted at the Board of Education Center, 7217 S.E. 15th Street, Midwest City, Oklahoma, on November 10, 2011, at 9:45 A.M., in accordance with the Open Meeting Law.

Minute Clerk

Next Regular Board Meeting scheduled for December 12, 2011, at 7:00 P.M.



Dr. Pam Twidwell
Interim Superintendent

Rick Mendenhall
Director of Human
Resources

7217 S.E. 15th Street
Midwest City, OK 73110
(405) 737-4461

Mailing Address:
P.O. Box 10630
Midwest City, OK 73140
Fax: (405) 739-1754

To: Mid-Del Board of Education & Dr. Pam Twidwell
From: Dr. Pam Deering, Deputy Superintendent of Fiscal Services & Human Resources *PD*
Rick Mendenhall, Director of Human Resources *RM*
Re: Certified Human Resources Report
Date: November 14, 2011

Based upon information provided by the appropriate supervisory personnel as of October 31, 2011, the following actions are recommended.

Approve Temporary Employment

New Teachers/Administrators	Site/Assignment	University	Degree/Step	Effective
Butler, Robert	CAMS/Social Studies	OU	BS/0	10/31/11
Scott, Rebecca	Country Estates/KG	UCO	BS/12	10/31/11
Zuspan, Whitney	Special Services/Speech Path	UCO	MS/0	10/31/11

Approve Request for Leave

Name	Site	FMLA/LOA	Effective
Amaya, Eleen	CAHS	FMLA	11/7/11-1/4/12
Bryant, Jessica	Townsend	FMLA	11/4/11-1/4/12
Wise, S. Dianne	DCHS	FMLA	11/7/11-1/4/12

Accept Resignations/Retirements and/or Resignation Agreements

Name	Site/Assignment	Effective
Dimmer, Vicki (Ret.)	Traub/SPED	1/4/12
Gillion, Cynthia (R.A.)	Country Estates/Elementary Ed.	10/25/11
Mercer, Bonnie (Ret.)	Townsend/Library-Media Specialist	12/20/11
Sutton, Bill (Ret.)	Admin/Social Studies Facilitator	1/9/12 (Revised)

Ret. = Retirement R.A. = Resignation Agreement

Mission Statement

When the young people of Mid-Del enter our schools, they will be safe.

When they enter our classrooms, they will be challenged.

When they leave our schools, they will be ready.



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To: Mid-Del Board of Education & Dr. Pam Twidwell
From: Dr. Pam Deering, Deputy Superintendent of Fiscal Services & Human Resources
Rick Mendenhall, Director of Human Resources
Re: Non-Certified Human Resources Report
Date: November 14, 2011

Based upon information provided by the appropriate supervisory personnel as of October 31, 2011, the following actions are recommended.

New Employees	Site/Assignment	Replace	Sch/Step	Effective
Evans, Ethan	Maintenance/Equip. Operator	Phillip McDonald	WW-II/1	10/24/11
Harjo, Juanita	DCMS/Teacher's Asst.	Brent Hodges	BB/2	10/17/11
Murphy, Mary Louise	District-wide/LPN	Lori Eikel	BB/1	10/17/11

**Approve Transfers,
Promotions &**

Change of Status	From	Sch/Step	To	Sch/Step	Effective
Camp, Hung	Maint./Journeyman Plumbing	Y/3	Maint./Journeyman Heat/Air	NC	8/29/11
McDonald, Phillip	Maint./Equip. Operator	W-II/2	Maint./Appr. Electrician	NC	9/19/11
Miranda, Eric	Maint./Skilled Plumber	W-III/9	Maint./Journeyman	Y/1	10/10/11
Nail, Sean	Maint./Appr. Plumber	W-III/3	Maint./Journeyman	Y/1	10/10/11
Scharabok, Frank	Maint./Leadman (locks)	V/7	Maint./Appr. Painter	NC	10/17/11
Wilkerson, James	Maint./Leadman (paint)	V/3	Maint./Appr. Plumber	NC	9/19/11

*NC = No Change

Approve Resignations/Retirements/

Terminations	Site	Position	Effective
Laird, Michael (Ret.)	DCHS	Janitorial	1/31/12
Ret. = Retirement	R.A. = Resignation Agreement	Term. = Termination	

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To: Mid-Del Board of Education & Dr. Pam Twidwell
From: Dr. Pam Deering, Deputy Superintendent of Fiscal Services & Human Resources 
Rick Mendenhall, Director of Human Resources 
Kevin Ponce, Director of Child Nutrition 
Re: Child Nutrition Human Resources Report
Date: November 14, 2011

Based upon information provided by the appropriate supervisory personnel as of October 31, 2011, the following actions are recommended.

New Employees	Site/Sch/Step	Replace	Site/Sch/Step	Effective
Lindley, Donna	Jarman/QQ/1	Newingham, Melinda	Jarman/QQ/3	11/1/11
Moody, Dayna	Kerr/QQ/1	Unfilled 10/11		10/3/11
Musgrove, Laurel	Soldier Creek/QQ/2	Smith, Linda	Soldier Creek/QQ/9	9/30/11

Resignations/Retirements/Terminations

Name	Site	Position	Effective
Poullard, Hollie	Tinker	05AST1	10/19/11

Ret. = Retirement R.A. = Resignation Agreement Term. = Termination

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To: Mid-Del Board of Education & Dr. Pam Twidwell
From: Dr. Pam Deering, Deputy Superintendent of Fiscal Services & Human Resources *PD*
Rick Mendenhall, Director of Human Resources *RM*
Brent Clements, Director of Transportation
Re: Transportation Human Resources Report
Date: November 14, 2011

Based upon information provided by the appropriate supervisory personnel as of October 31, 2011, the following actions are recommended.

New Employee	Site/Assignment	Replace	Sch/Step	Effective
Freeman, Alford	Trans/Driver - 4Hr	Stanhouse, Michelle	TT-1/1	10/17/11
Pitts, Odis	Trans/Driver - 4Hr	Nelson, Kent	TT-1/1	10/12/11

Transfer & Promotions

Name	From	Sch/Step	To	Sch/Step	Effective
Bush, Peter	Driver - 4Hr	TT-1/2	Driver - 6Hr	TT-1/2	*8/8/11
Laws, Joshua	Driver - 4Hr	TT-1/1	Driver - 6Hr	TT-1/1	*8/11/11
Wheat, Herman	Driver - 4Hr	QQ-1/12	Driver - 6Hr	QQ-1/12	*8/8/11

Resignations/Retirements/Terminations

Name	Site	Position	Effective
Nelson, Kent	Transportation	Driver - 4Hr	10/12/11
Stanhouse, Michelle	Transportation	Driver - 4Hr	**9/14/11

Ret. = Retirement R.A. = Resignation Agreement Term. = Termination

* Please note that recommendations were not received in Human Resources until October 18, 2011, for these positions, but employees were working as of these dates.

** Please note that resignation was not received in Human Resources until October 18, 2011, for this position, but employee was not working as of this date.

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