

# Fort Supply Public Schools

Regular Board of Education Meeting

July 10, 2017 – 7:00 p.m.

Library Main Building

401 Custer Road

Fort Supply, Oklahoma 73841

Policy, Procedures and Contracts are available for review in the Administration Office of the Fort Supply School District. The order of items on the agenda may be changed. The Board may discuss, make motions and vote upon all matters appearing in this agenda. Such votes may be to adopt, reject, table, reaffirm, rescind or take no action on any agenda matter. This agenda was posted 3:00 PM. East entrance of 401 Custer Rd Fort Supply, OK 73841 Notice of Scheduled Board of Education Meetings for 2017 on file at the County Clerk's office in the Woodward County Courthouse.

## AGENDA

### 1. Call to Order and Roll Call

### 2. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved as 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) Additions of items of New Business to the Agenda
- b) Minutes of the June 12, 2017 Regular board meeting
- c) Approval of the monthly Treasures' Report on the status of funds
- d) Approval of the monthly Activity Funds report
- e) Approval of the inner Activity account transfer
- f) General Fund Encumbrances-attached
- g) Building Fund Encumbrances-none
- h) Child Nutrition Fund Encumbrances-none

3. Approve American Fidelity as Section 125 Plan for 2017-2018 year and Approve American Fidelity as 403 B Provider
4. Approve Superintendent Little to accept in behalf of the Board of Education any resignations tendered at the time of receipt.
5. Proposed executive session to discuss hiring /not hiring assistant softball coach, 5<sup>th</sup> grade science and physical education teacher for the FY18 school year as authorized by Oklahoma Statute Title 25, Section 307 (B)(1) for the employment, hiring, appointment, promotion, demotion, discipline or resignation of any individual salaried public officer or employees and (B)(7) discuss any matter where disclosure of information would violate confidential requirement of State or Federal Law.
  - A. Vote to enter executive session
  - B. Vote to return to open meeting
  - C. Statement of executive session

D. Possible action of Item #5

6. Approve/Disapprove Payroll for FY18
7. Accept any resignations tendered since the posting of the agenda
8. Superintendent's Reports
9. New Business
10. Adjourn

**Fort Supply Public Schools**  
Regular Board of Education Meeting  
June 12, 2017 – 7:00 p.m.  
Media Center-Main  
401 Custer Ave  
Fort Supply, Oklahoma

**MINUTES**

Policy, Procedures and Contracts are available for review in the Administration Office of the Fort Supply School District. The order of items on the agenda may be changed. The Board may discuss, make motions and vote upon all matters appearing in this agenda. Such votes may be to adopt, reject, table, reaffirm, rescind or take no action on any agenda matter. This agenda was posted 3:00 PM. West entrance of 401 Custer Ave Fort Supply, OK 73841 Notice of Scheduled Board of Education Meetings for 2017 on file at the County Clerk's office in the Woodward County Courthouse.

1. Call to Order and Roll Call

The Fort Supply School Board of Education held a regular meeting June 12, 2017 at 7:00 pm in the Media Center in the Main Building 401 Custer Ave. Fort Supply. Members Present: President Lee Whittley; Clerk Lynn Easterwood; Member Kirby Wanger; Superintendent Melva Little and Minutes Clerk Jane Record; Members absent: Vice President Michelle Crooks and Member John Hix

2. Consent Agenda:

All of the following items, which concern reports and items of a routine nature normally approved as 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) Additions of items of New Business to the Agenda
- b) Minutes of the May 4, 2017 Regular board meeting,
- c) Approval of the monthly Treasures' Report on the status of funds.
- d) Approval of the monthly Activity Funds report
- e) Approval of the inner Activity account transfer- Approve transfer of balance of Senior Account to Principal.
- f) General Fund Encumbrances-
- g) Building Fund Encumbrances-
- h) Child Nutrition Fund Encumbrances-
- i) Insurance Fund Encumbrances-
- j) Surplus Items

Lynn Easterwood made a motion, seconded by Kirby Wanger to approve the consent agenda. The motion carried by the following vote:

Yes: Whittley, Easterwood, Wanger

3. Proposed executive session to Approve/disapprove Open Transfers for the 2017-2018 school year as authorized by Oklahoma Statute Title 25, Section 307 (B)(1) for the employment, hiring, appointment, promotion, demotion, discipline or resignation of any individual salaried public officer or employees and (B)(7) discuss any matter where disclosure of information would violate confidential requirement of State or Federal Law.

9. Board discussion and action regarding unemployment representation and services provided by OPSUCA and approval of the 2017-2018 school year.

Lynn Easterwood made a motion, seconded by Kirby Wanger to approve the OPSUCA service for 2017-2018. The motion carried by the following vote:

Yes: Whittley, Easterwood, Wanger

10. Approve/Disapprove OSIG insurance for 2017-2018

Kirby Wanger made a motion, seconded by Lynn Easterwood to approve the OSIG for 2017-2018 year. The motion carried by the following vote:

Yes: Whittley, Easterwood, Wanger

11. Approve/Disapprove the Child Nutrition Procurement Plan and Chart of Procedures for the 2017-2018 school year.

Lynn Easterwood made a motion, seconded by Kirby Wanger to approve the CN Procurement Plan and Chart of Procedures for the 2017-2018 year. The motion carried by the following vote:

Yes: Whittley, Easterwood, Wanger

12. Approve/Disapprove Meal Charge Policy

Kirby Wanger made a motion, seconded by Lynn Easterwood to approve the Meal Charge Policy. The motion carried by the following vote:

Yes: Whittley, Easterwood, Wanger

13. Approve/Disapprove Alternative Education Program with Woodward Schools

Lynn Easterwood made a motion, seconded by Kirby Wanger to approve the Alt. Ed. Program with Woodward School. The motion carried by the following vote:

Yes: Whittley, Easterwood, Wanger

14. Approve/Disapprove:

Melva Little as: 2017-2018 District Purchasing Agent, Activity Fund Purchasing Agent, Federal Programs Director, Child Nutrition Fund Agent, District AHERA Officer, Agent for School, Commodities, Risk Manager of OSHA; Hearing Officer for Title IX, Civil Rights Complaints Officer, Safety Officer, Attendance Officer,

Jane Record as: 2017-2018 Encumbrance clerk, Activity fund Clerk, District Receiving Agent; Child Nutrition Fund Agent ; Payroll Clerk; Insurance Coordinator, Allow to adjust approved purchase order amounts by 10% in order to cover any unforeseen expenses (i.e. shipping costs)

Shannon Lowden as: 2017-2018 District Receiving Agent; Child Nutrition Fund Agent; District Treasures and allowed to invest District Funds (i.e. Money Market) accordingly by policy

Lynn Easterwood made a motion, seconded by Kirby Wanger to approve Item 14 as listed above. The motion carried by the following vote:

Yes: Whittley, Easterwood, Wanger

15. Accept any resignations tendered since posting of the Agenda