
PRESENT: Keith Biglow, President
Larry Stewart, Vice President
Danny Shiew, Board Clerk
Bobby Jefferson, Vice Clerk

1. CALL TO ORDER – Keith Biglow, President

INVOCATION – Jerry Huffer, Music Instructional Coach, Muskogee Public Schools
PLEDGE OF ALLEGIANCE – President

2. PUBLIC TO BE HEARD
There were no requests to address the Board.

3. RECOGNITION OF STAFF MEMBERS
Certified Elementary: Geri Bryant, ECC
Certified Secondary: Meghan Johnson, MHS
Support: Bub Goad, Plumber and Odell Alexander, 1:1 Coordinator

4. SUPERINTENDENT’S REPORT
- Teresa Pointer and Shayln Galloway - Outstanding Exemplary High School and Middle School Vocal/Choral Music Teachers for the State of Oklahoma. – Jerry Huffer
- Cooking Class Recognition – Kim Hall and Neda Hilliard

5. REPORTS/COMMENTS FROM MEMBERS OF THE BOARD OF EDUCATION
NONE

6. STANDING RESOLUTIONS

Motion made by Danny Shiew seconded by Larry Stewart to APPROVE Standing Resolutions A. – I. as listed and AMENDED:

A. Minutes of Previous Meeting(s)
   November 14, 2017 Regular Meeting
   November 30, 2017 Special Meeting

B. Schedule of Payments
   Checks to be issued in payment of November encumbrances/invoices as duly audited from the funds and in the amounts listed below and itemized in the financial reports:

   - AP – Checks # 20181574 to 20182026 $ 2,073,054.88
   - DD's - # 21802641 to 21803492 $ 1,563,431.60

C. Schedule of Encumbrances – Numbered 18002108 to 18002504 $ 442,957.01

D. Operating & Investment Funds
   November 1, 2017 to November 30, 2017
   1. Operating Account $ (523,128.96)
   2. Investment Account $ 0.00

E. Financial Report
   1. Balance Sheet
   2. FY 2018 Expense/Revenue Report
   3. Activity Fund

F. PO's Over $3,500/10,000 (By Fund)

<table>
<thead>
<tr>
<th>Number</th>
<th>Vendor Name</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>18002334</td>
<td>Data Management Inc</td>
<td>11</td>
<td>$ 4,153.96</td>
</tr>
<tr>
<td>18002331</td>
<td>Office Connections</td>
<td>6,607.92</td>
<td>Furniture</td>
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<tr>
<td>18002261</td>
<td>Perma-Bound</td>
<td>4,443.87</td>
<td>Library Books</td>
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<tr>
<td>18002336</td>
<td>Perma-bound</td>
<td>6,897.34</td>
<td>Library Books</td>
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</table>

December 19, 2017 Regular Board Meeting Minutes Page 1
### VOTES:
**AYES; BIGLOW, JEFFERSON, SHIEW AND STEWART. MOTION PASSED.**

#### 7. PROPOSED EXECUTIVE SESSION

Motion made by Danny Shiew seconded by Larry Stewart to enter into Executive Session for discussion of:

A. Personnel recommendations A. through J. (names listed below) being presented for the resignation, termination, or employment of staff members, with vote to be taken after return to Open Session; pursuant to OKLA. STAT. tit. 25 § Section 307 (B) (1).

**VOTES: AYES; BIGLOW, JEFFERSON, SHIEW AND STEWART. MOTION PASSED.**

#### 8. RETURN TO OPEN SESSION

Board returned to Open Session at 6:59 p.m.

#### 9. EXECUTIVE SESSION MINUTES COMPLIANCE ANNOUNCEMENT

All members of the Board of Education present at this meeting attended the executive session. Superintendent Mike Garde participated in the Executive Session. While in Executive session, the Board discussed only the following items:

A. Personnel Items under Item 10

As authorized by Oklahoma Statutes, Title 25, Section 307 (B) (1) & (7) No other matters were discussed and no votes were taken. The Board returned to Open Session at 6:59 p.m.

#### 10. PERSONNEL

Motion made by Danny Shiew seconded by Bobby Jefferson to **APPROVE** Personnel items A. through J. as presented and **AMENDED**:

**A. FAMILY MEDICAL LEAVE ACT – CERTIFIED**

RESOLVED, upon the recommendation of the Superintendent of Schools to **APPROVE** the family medical leave of certified staff for the 2017-2018 school year:
Kathy Hardcastle  
Jenny Jamison  
Jennifer Slader  
Steve Thomas

B. RESIGNATION – CERTIFIED
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the resignation of certified staff for the 2017-2018 SY:

Erin Crissman-Teacher-Irving  
Emily Lamplough-English Teacher-MHS  
Chellie Roller-Teacher Grant Foreman  
Crystal Smith-Okotoghaide –BFSA

C. EMPLOYMENT – CERTIFIED
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the employment of certified staff for the 2017-2018 SY: AMENDED

 Charity Nicholson-Special Ed BFSA  
Karen Lanham-Science-MHS  
Keli Miles-Kdg-GF  
Lauren Stobbe-English-MHS

D. EMPLOYMENT – CERTIFIED – TEMPORARY – EXTRA DUTY
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the temporary employment of certified staff for the 2017-2018 SY: AMENDED

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SITE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Julie Crank</td>
<td>Musical Producer</td>
<td>MHS</td>
<td>$1156</td>
</tr>
<tr>
<td>Raytoshia Craft</td>
<td>Title 1 Tutoring</td>
<td>MHS</td>
<td>$25/hr</td>
</tr>
<tr>
<td>Chetan Munsell</td>
<td>Athletic Gate Work</td>
<td>Athletics</td>
<td>$20/hr</td>
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<td>Mark Rutledge</td>
<td>21st Century Tutor</td>
<td>ARJH</td>
<td>$25/hr</td>
</tr>
<tr>
<td>Mark Rutledge</td>
<td>Title 1 Tutoring</td>
<td>MHS</td>
<td>$25/hr</td>
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<tr>
<td>Ashley Streber</td>
<td>Title 1 Tutoring</td>
<td>MHS</td>
<td>$25/hr</td>
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<tr>
<td>Claudia Byfield</td>
<td>Title 1 Tutoring</td>
<td>Irving</td>
<td>$25/hr</td>
</tr>
<tr>
<td>Jackie Chapman</td>
<td>Title 1 Tutoring</td>
<td>Irving</td>
<td>$25/hr</td>
</tr>
<tr>
<td>Kadi Henry</td>
<td>Title 1 Tutoring</td>
<td>Irving</td>
<td>$25/hr</td>
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<tr>
<td>Kimberly Lengerich</td>
<td>Title 1 Tutoring</td>
<td>Irving</td>
<td>$25/hr</td>
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<tr>
<td>Shawna Shorb</td>
<td>Robotics</td>
<td>Irving</td>
<td>$1100</td>
</tr>
<tr>
<td>Diego Zavala</td>
<td>Asst. Boys Soccer</td>
<td>MHS</td>
<td>$2,000</td>
</tr>
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</table>

E. FAMILY MEDICAL LEAVE ACT – SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the family medical leave for support staff for the 2017-2018 school year: AMENDED

Gary Barnes  
Carl Drake  
Carrie Dumond  
Dawn Knupp  
Heather Phipps  
Cecelia Shells  
Canzaty Thompson

F. ABANDONMENT OF POSITION – SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the abandonment of position of support staff for the 2017-2018 school year:

Linda Barnett-CNS MHS  

G. RESIGNATION – SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the resignation of support staff for the 2017-2018 school year:
H. EMPLOYMENT – SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the employment of support staff for the 2017-2018 SY: AMENDED

- Tasha Anderson-Custodian ECC effective 12/20/2017
- Kenneth Baker-Bus Driver-Transportation effective 01/04/2018
- Amanda Cothrum-CNS-Pershing effective 01/04/2018
- Allison Dittman – Teacher Asst. – ECC effective 01-04-2018
- Dawn Knupp-Transportation Secretary effective 01/02/2018
- Tiffany Pressler-Paraprofessional BFSA effective 01/04/2018
- Crystal Firestone-Executive Secretary effective 01/04/2018
- Monique Beech - Attendance Secretary-MHS effective 01/04/2018
- Amber Alexander-CNS-MHS 6 hr effective 12/20/2017
- Brianna Lee-CNS-BFSA 4 hr effective 12/20/2017

I. EMPLOYMENT – SUPPORT – TEMPORARY – EXTRA DUTY
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the temporary, extra-duty employment of support staff for the 2017-2018 SY: AMENDED

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SITE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robbie Anderson</td>
<td>ASM Tech Director</td>
<td>MHS</td>
<td>$591</td>
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<tr>
<td>Jerrod Adair</td>
<td>Character Club Sponsor</td>
<td>ARJH</td>
<td>$750</td>
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<tr>
<td>Taylor Banks</td>
<td>Character Club Sponsor</td>
<td>MHS</td>
<td>$750</td>
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<tr>
<td>Kerry Huffer</td>
<td>Accompanist/All School Musical</td>
<td>MHS</td>
<td>$25/Hr</td>
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<tr>
<td>Don Mayes</td>
<td>Asst Boys Basketball</td>
<td>ARJH</td>
<td>$2,723</td>
</tr>
<tr>
<td>Kamara Stancle</td>
<td>Asst Girls Basketball</td>
<td>ARJH</td>
<td>$2,723</td>
</tr>
<tr>
<td>Ervin McCoy</td>
<td>Head Cheer</td>
<td>MHS</td>
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<td>Lauren Rosson</td>
<td>Cheer</td>
<td>MHS</td>
<td>$1,033.85</td>
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<tr>
<td>Jennifer Contreras</td>
<td>ELL/ESL Tutor</td>
<td>MHS</td>
<td>$15/hr</td>
</tr>
<tr>
<td>Patrick Deighan</td>
<td>Bus Driver 21st Century</td>
<td>ARJH</td>
<td>$15/hr</td>
</tr>
</tbody>
</table>

J. EMPLOYMENT – SALARIED SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the employment of salaried support staff for the 2017-2018 school year:

- Traci Aldridge-Benefits Specialist-BEST effective 12/20/2017
- Tami Gardenhire-HR Specialist-BEST effective 11/16/2017
- Jerome Jones-Dispatcher-Transportation effective 01/02/2018

K. NON-COMPLETION OF PROBATION PERIOD – SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the non-completion of probation period for support staff for the 2017-2018 school year: AMENDED

- Stephanie Hogle effective 12/18/2017

VOTES: AYES; BIGLOW, JEFFERSON, SHIEW AND STEWART. MOTION PASSED.

NEW BUSINESS

12. NEW BUSINESS

NONE

13. ADJOURNMENT

Motion to ADJOURN meeting made by Bobby Jefferson seconded by Danny Shiew.

VOTES: AYES; BIGLOW, JEFFERSON, SHIEW AND STEWART. MOTION PASSED.

Meeting ADJOURNED at 7:00 p.m.
STATE OF OKLAHOMA )
COUNTY OF MUSKOGEE ) ss:

I, THE UNDERSIGNED minutes clerk of the Board of Education of Muskogee Public Schools District I-20, Muskogee County, Oklahoma do certify the above to be the true and correct minutes of the Board of Education Regular Meeting December 19, 2017 at (6:00 p.m.) with proper notification of meeting given as stated on Page 1 of these minutes.

Witness my hand and seal of this District this _____ day of ____________________, 2018.

__________________________________
Board Minutes Clerk
Muskogee Public Schools District I-20

(District Seal)

BOARD OF EDUCATION:

__________________________________
Keith Biglow, President

ATTEST:

__________________________________
Danny Shiew, Clerk