
PRESENT: Keith Biglow, President
Danny Shiew, Vice President
Bobby Jefferson, Clerk
Larry Stewart, Vice Clerk
Tommy Anderson, Member

1. CALL TO ORDER – Keith Biglow, President
INVOCATION – Dr. Steve Rose, Muskogee First Assembly
PLEDGE OF ALLEGIANCE – President

2. ACCEPTANCE OF ELECTION RESULTS

Motion made by Danny Shiew seconded by Larry Stewart to ACCEPT the results of the School Election conducted on February 13, 2018, as certified by the Muskogee County Election Board:
   a. Election of Board Member Ward #2, Tommy Anderson.

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

3. ADMINISTRATION OF OATH OF OFFICE AND LOYALTY OATH TO NEW BOARD MEMBER

The Oath of Office and Loyalty Oath was administered to new board of education member, Tommy Anderson.

4. REORGANIZATION OF BOARD OF EDUCATION OFFICERS FOR MARCH 2018 - FEBRUARY 2019

Board was re-organized according to Board Policy # BCA. The following board members will assume the following positions:
   President – Keith Biglow
   Vice President – Danny Shiew
   Board Clerk – Bobby Jefferson
   Vice Clerk – Larry Stewart

5. PUBLIC TO BE HEARD

There were no requests to address the Board.

6. RECOGNITION OF STAFF MEMBERS
   Certified: Raytosha Craft, MHS and Jennifer Hunter, Tony Goetz
   Support: Crystal Firestone, BEST Center and Ron Lowe, Maintenance
   Salaried Support: Taylor Banks, College & CAREers - Indian Ed - MHS

February 20, 2018  Regular Board Meeting Minutes
7. **SUPERINTENDENT’S REPORT**

All School Musical- Sister Act- Penny McGill  
Mr. Garde spoke to the need for all options to be on the table for legislators to take action on education funding and teachers salary increases.

8. **REPORTS/COMMENTS FROM MEMBERS OF THE BOARD OF EDUCATION**

Bobby Jefferson spoke about supporting our teachers and the legislators funding their salary increases.  
Keith Biglow also spoke to supporting our teachers.

9. **STANDING RESOLUTIONS**

Motion made by Danny Shiew seconded by Larry Stewart to APPROVE Standing Resolutions A. - J. as listed:

<table>
<thead>
<tr>
<th>A. Minutes of Previous Meeting(s)</th>
<th>January 23, 2018 Regular Meeting</th>
</tr>
</thead>
</table>

| B. Schedule of Payments |

Checks to be issued in payment January encumbrances/invoices as duly audited from the funds and in the amounts listed below and itemized in the financial reports:

<table>
<thead>
<tr>
<th>AP</th>
<th>Checks # 20182460 to 20182900</th>
<th>$ 2,173,620.58</th>
</tr>
</thead>
<tbody>
<tr>
<td>DD’s</td>
<td>Checks # 21804323 to 21805147</td>
<td>$ 1,588,563.19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C. Schedule of Encumbrances – Numbered</th>
<th>18003270 to 18002887</th>
<th>$ 402,197.29</th>
</tr>
</thead>
</table>

| D. Operating & Investment Funds |

January 1, 2018 to January 31, 2018

1. Operating Account $ (729,950.00)
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>18003191</th>
<th>Skeeter Kell</th>
<th>$ 11,027.00</th>
<th>Baseball Uniforms</th>
</tr>
</thead>
<tbody>
<tr>
<td>18003012</td>
<td>Access 2 Healthcare</td>
<td>$ 30,000.00</td>
<td>Occup. Therapy</td>
</tr>
</tbody>
</table>
18003048 | Connections Ed | $ | 17,200.00 | Online Licenses
18002899 | Chalks Truck Parts | $ | 5,000.00 | Repair Parts
18002901 | Summitt Truck Grp | $ | 5,000.00 | Repair Parts
18003049 | B & M Oil Co. | $ | 12,650.00 | Diesel
18003050 | B & M Oil Co. | $ | 4,350.00 | Gasoline
18003039 | Connors State College | $ | 10,500.00 | Fees
18003047 | Best Buy | 421 | 12,616.40 | 20 Computers
18003090 | Varitronics | 421 | 4,995.00 | Cut Out Maker
18003177 | Triump Learning | 511 | 4,027.52 | Math Workbooks
18003103 | AAA Club | | 4,000.00 | Travel-Title 1 CF

<table>
<thead>
<tr>
<th>G. Contracts</th>
<th>Government Capital</th>
<th>Lease Purchase</th>
</tr>
</thead>
<tbody>
<tr>
<td>H. Transfer Activity</td>
<td>MHS 876 Class of 2018</td>
<td>4,500.00</td>
</tr>
<tr>
<td></td>
<td>872 Class of 2019</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ARJH 854 Concessions</td>
<td>10.00</td>
</tr>
<tr>
<td></td>
<td>941 PE Club</td>
<td>10.00</td>
</tr>
<tr>
<td>I. Policies</td>
<td>GCQAA - Teacher Residency Program - Revision for Approval</td>
<td></td>
</tr>
</tbody>
</table>

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

10. PROPOSED EXECUTIVE SESSION

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

A. Personnel recommendations A. through P. (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; ANDERSON, BIGLOW, JEFFERSON, SHIEW AND STEWART. MOTION PASSED.**

11. RETURN TO OPEN SESSION
Board returned to Open Session at 7:15 p.m.

12. EXECUTIVE SESSION MINUTES COMPLIANCE ANNOUNCEMENT

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

Personnel Items under Item 13

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 7:15 p.m.

13. PERSONNEL

Motion made by Larry Stewart seconded by Danny Shiew to APPROVE Personnel items A. through O. as AMENDED.

A. MUSKOGEE EDUCATION ASSOCIATION NEGOTIATED AGREEMENT
BE IT RESOLVED, by the Board of Education of Muskogee School District !-20 upon recommendation of the Superintendent of Schools to APPROVE the Negotiated Agreement with Muskogee Educators Association for the FY 2017-2018.

B. MUSKOGEE EDUCATION SUPPORT PERSONNEL ASSOCIATION NEGOTIATED AGREEMENT
BE IT RESOLVED, by the Board of Education of Muskogee School District !-20 upon recommendation of the Superintendent of Schools to APPROVE the Negotiated Agreement with Muskogee Education Support Personnel Association for the FY 2017-2018.

C. 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:

Amy Tull   effective 01/13/2018 to 02/05/2018  
Mollie Goosman effective 01/31/2018 up to 12 weeks  
John Hammer effective 02/07/2018 Intermit up to 12 weeks

D. RETIREMENT – CERTIFIED
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the retirement of certified staff for the 2017-2018 SY:
Cindy Tate-Ball - 4th Grade Teacher - SAA effective 06/30/2018
Debbie Voegeli - Kindergarten - Tony Goetz effective 06/30/2018
Dare Hill - Physical Education - Irving effective 06/30/2018
Joe Owens - Elective Teacher - ARJH effective 06/30/2018
Catherine Dennis - Math Teacher - ARJH effective 06/30/2018
David Shouse - Principal - Tony Goetz effective 06/30/2018

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

Megan Harmon - 2nd Grade Teacher - Tony Goetz effective 02/16/2018
LaChelle Wilson - 2nd Grade Teacher - MHS effective 02/16/2018
Leslie Quemado - 2nd Grade Teacher - Tony Goetz effective 02/03/2018
Elizabeth Reith - 2nd Grade Teacher - Creek effective 02/23/2018
Douglas Fletcher - Special Education - ARJH effective 06/30/2018

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

Vicki Coleman - 2nd Grade Teacher - Creek effective 2-22-2018 pending final interview

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

Stacy Simpson - Family & Consumer Sciences Teacher - MHS pending OKSDE certification
Jenny Crosby - 2nd Grade Teacher - Tony Goetz pending OKSDE Certification

H. 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:

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SITE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shelby Castleberry</td>
<td>Yearbook $322.90</td>
<td>175 Tony Goetz</td>
<td>$322.90</td>
</tr>
<tr>
<td>Melanie Walker</td>
<td>Assist Girls’ Track $1199.00</td>
<td>705 MHS</td>
<td>$1199.00</td>
</tr>
<tr>
<td>Patricia Hill</td>
<td>Tutor $25.00/hour</td>
<td>105 Cherokee</td>
<td>$25.00/hour</td>
</tr>
<tr>
<td>Phyllis Griffin</td>
<td>Tutor $25.00/hour</td>
<td>105 Cherokee</td>
<td>$25.00/hour</td>
</tr>
<tr>
<td>David Bandy</td>
<td>Gate Worker $20.00/hour</td>
<td>050 District Wide</td>
<td>$20.00/hour</td>
</tr>
<tr>
<td>Regina Batie</td>
<td>Testing Coordinator $625.00</td>
<td>105 Cherokee</td>
<td>$625.00</td>
</tr>
<tr>
<td>Becky Irwin</td>
<td>AVID Secondary Coord $2500.00</td>
<td>505 ARJH</td>
<td>$2500.00</td>
</tr>
<tr>
<td>Earl Cobb</td>
<td>Lead Cover Tech Teacher $1,000.00</td>
<td>705 MHS</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>

I. 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:

Earl Latimer effective 01/30/2018 to 02/13/2018
Barbara Walton effective 02/06/2018 up to 12 weeks
Beverly Dorn effective 02/08/2018 up to 12 weeks
Katie Stout  
Tressa Heytz 

**J. NON-ACCEPTANCE OF POSITION – SUPPORT**
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the non-acceptance of support staff for the 2017-2018 SY:

- Brianna Lee - CNS Associate 4 hours BFSA  effective 01/22/2018

**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:

- Brandon Mansfield - Comprehensive Maintenance Helper - Maint  effective 02/09/2018

**L. RETIREMENT – SUPPORT**
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the retirement of support staff for the 2017-2018 school year:

- Dorothy Mabe - Food Server - CNS  effective 08/01/2018
- Hilton Hart - Groundskeeper - Maintenance  effective 06/30/2018

**M. RESIGNATION – SUPPORT**
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the resignation of support staff for the 2017-2018 school year:

- Carrie Dumond - Principal's Secretary - MHS  effective 01/31/2018
- Patrick Deighan - Bus Driver - Transportation  effective 02/06/2018
- Deana Paden - Secondary Attendance Secretary - MHS  effective 02/09/2018

**N. EMPLOYMENT – SUPPORT**
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the employment of support staff for the 2017-2018 SY:

- Dylan Cantrell-Shelton-414 Teacher Assistant – MHS  effective 02/22/2018
- Terra Tomblinson - CNS Associate 4 hrs/day - BFSA  effective 02/21/2018
- Delilah Mason - CNS Associate 6 hrs/day - Pershing  effective 02/21/2018
- Allison Arnett - Office Assistant - Whittier Elementary  effective 02/22/2018
- Olivia Long - School's Out Before & After Care Assistant - TG  effective 02/22/2018
- Reid Little - Computer Tech - P/T to F/T- 8 hours/day  effective 02/05/2018
- Norris Robinson - Custodian - MHS  effective 02/22/2018
- Leasa Scott - SPED ParaProfessional - Pershing  effective 02/22/2018
- Deana Paden - MHS Principal’s Secretary - MHS  effective 02/12/2018
- Sonia Roark - MHS 10th Grade Attendance Secretary  effective 03-05-2018

**O. 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:

<table>
<thead>
<tr>
<th>NAME</th>
<th>STIPEND</th>
<th>SITE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tanner Theriot</td>
<td>Girls JH Asst Soccer Coach</td>
<td>505 ARJH</td>
<td>CORRECTION</td>
</tr>
<tr>
<td>Matthew Denton</td>
<td>Girls MHS Asst Soccer Coach</td>
<td>705 MHS</td>
<td>CORRECTION</td>
</tr>
</tbody>
</table>
P. RETIREMENT - CERTIFIED ADMINISTRATOR

RESOLVE, upon the recommendation of the Board of education to APPROVE the retirement of the certified administrative staff for the 2018-2019 school year:

Mike Garde              Superintendent       effective 6-30-2018

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

14. NEW BUSINESS

NONE

15. ADJOURNMENT

Motion to ADJOURN meeting made by Bobby Jefferson seconded by Larry Stewart.

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

MEETING ADJOURNED AT 7:16 p.m.
STATE OF OKLAHOMA  
)    ) ss:
COUNTY OF MUSKOGEE   
)

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, **February 20, 2018 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 ____________________, 2017.

______________________________
Board Minutes Clerk
Muskogee Public Schools District I-20

(District Seal)

BOARD OF EDUCATION:  
______________________________  
Keith Biglow, President

ATTEST:

______________________________
Bobby Jefferson, Clerk