
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

2. PUBLIC TO BE HEARD

There were no request to address the Board.

3. RECOGNITION OF STAFF MEMBERS

Certified: Julie Aich, Elementary and Teresa Pointer, Secondary
Support: Jordan Webb, CNS/Warehouse
Salaried Support: Kim Logsdon, CNS/Warehouse

4. SUPERINTENDENT'S REPORT

   • Finance Effectiveness Report- John Little
   • Dr. Mendenhall announced that the District was awarded a TMobile grant that gives each student in the district free WIFI Hotspot. The grant is for $1.16 Million and is for 4 years.
      o Bobby Jefferson and Danny Shiew commended the district for the programs that we offer our students.

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. – L. as listed:

   A. Minutes of Previous Meeting(s)
      October 16, 2018 Regular Meeting

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

      AP       Checks # 20191207 to 20191685       $ 1,713,389.18
      DD’s    # 21901771 to 21902615       $ 1,885,148.67

REGULAR BOARD MEETING MINUTES

NOVEMBER 13, 2018
### D. Operating & Investment Funds

**October 1, 2018 to October 31, 2018**

1. Operating Account  
   $1,209,646.54

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>2019 PO's</th>
<th>11Gen.</th>
</tr>
</thead>
<tbody>
<tr>
<td>19002162 Learning for Leaving</td>
<td>$5,000.00  Prof Dev</td>
</tr>
<tr>
<td>19002160 AAA Club Alliance</td>
<td>3,750.00  Travel - New Tech</td>
</tr>
<tr>
<td>19002293 Hyatt Regency Tulsa</td>
<td>3,500.00  Choir All State</td>
</tr>
<tr>
<td>19002156 BSN Sports</td>
<td>11,790.75 Boys BB Uniforms</td>
</tr>
<tr>
<td>19001954 BSN Sports</td>
<td>7,660.00  Baseball Uniforms</td>
</tr>
<tr>
<td>19001957 BSN Sports</td>
<td>9,848.00  Wrestling Uniforms</td>
</tr>
<tr>
<td>19002158 QualityCare Labs Inc</td>
<td>9,527.00  Drug Testing</td>
</tr>
<tr>
<td>19001953 Whittinghill Disposal</td>
<td>10,000.00 Trash Svc</td>
</tr>
<tr>
<td>19002157 United Systems Inc</td>
<td>6,560.00  Server Upgrades</td>
</tr>
<tr>
<td>19001854 Chalks Truck Parts</td>
<td>6,000.00  Bus Parts</td>
</tr>
<tr>
<td>19002006 Tony's Tire Service</td>
<td>5,000.00  Bus Parts</td>
</tr>
<tr>
<td>19002107 Crowl Oil CO</td>
<td>21,600.00 Diesel/Gas</td>
</tr>
<tr>
<td>19002187 New Tech Network</td>
<td>23,800.00 AR Fees</td>
</tr>
<tr>
<td>19001878 Project Lead the Way</td>
<td>3,553.50  Lab Supplies</td>
</tr>
<tr>
<td></td>
<td><strong>21 Bldg</strong></td>
</tr>
<tr>
<td>19002159 Honeywell International</td>
<td>45,432.74 Nat'l Gas</td>
</tr>
<tr>
<td>19002255 Planware Systems</td>
<td>28,100.00 Software-Boundaries</td>
</tr>
<tr>
<td>19001879 SevPro</td>
<td>12,543.39 HJ Cleaning</td>
</tr>
<tr>
<td>19002221 Hambrick-Ferguson</td>
<td>11,539.00 MHS Boiler</td>
</tr>
<tr>
<td></td>
<td><strong>26 L/P</strong></td>
</tr>
<tr>
<td>19002161 GS Helms &amp; Assoc</td>
<td>69,767.63 Architect - BEST</td>
</tr>
<tr>
<td></td>
<td><strong>60 Activity Fd</strong></td>
</tr>
<tr>
<td>19001890 Great American Opprt.</td>
<td>7,431.00 Choc - fundraiser</td>
</tr>
</tbody>
</table>

### G. Contracts

<table>
<thead>
<tr>
<th></th>
<th>MOU</th>
<th>Counseling Svc</th>
<th>N/C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling Works Inc Kids' Space</td>
<td>MOU</td>
<td>Counseling Svc</td>
<td>N/C</td>
</tr>
</tbody>
</table>

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**REGULAR BOARD MEETING MINUTES**

**NOVEMBER 13, 2018**
H. Transfers
Activity:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dist – 838 Support</td>
<td>1,500.00</td>
</tr>
<tr>
<td>Tmsp–854 Concessions</td>
<td>1,500.00</td>
</tr>
</tbody>
</table>

I. Sanctioning
GF PTO Inc

J. Bids
none

K. Hazard Mitigation Plan
Adoption of Musk. Co. Hazard Mitigation Plan
Per Resolution

L. Surplus
Vehicles (17)
Per Exhibit

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

7. APPROVAL OF ANNUAL ELECTION RESOLUTION

Motion made by Danny Shiew seconded by Larry Stewart to APPROVE the Annual Board of Education Election Resolution as presented:

ANNUAL BOARD OF EDUCATION ELECTION RESOLUTION

TO: Muskogee County Election Board
FROM: The Muskogee School District, Independent School District No. I-020 of Muskogee County, Oklahoma

The Board of Education of the Muskogee Public School District has approved the following resolution calling for an election to be submitted to the voters of the district.

Date of the Election:
A Board of Education Primary Election shall be held on February 12, 2019, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 2, 2019, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election received more than 50% of the votes cast. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

Board Member Position on Ballot:
The voters shall elect a board member for board position number four (4), which has a five (5) year term of office.

Qualifications of Candidates for Office:
To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six (6) months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address...
located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter within the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

No person shall be eligible to be a candidate for or elected to be a member of the board of education of a school district unless the person has been awarded a high school diploma or certificate of high school equivalency.

A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.

No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate’s spouse, child, parent, grandchild, grandparent, brother, sister, spouse’s child, spouse’s grandchild, spouse’s brother, spouse’s sister, spouse’s grandparent, grandchild’s spouse, parent’s spouse, and child’s spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has an Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

**Voters Eligible to Vote:**

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

**Ballot Titles:**

The ballot to be submitted to the voters shall call for the voters to:

Approved by the Muskogee I-020 Board of Education this 13th day of November, 2018

President of the Board of Education
Clerk of the Board of Education

Filed with the MUSKOGEE County Election Board this ______ day of November, 2018.

Secretary, Muskogee County Election Board

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

8. APPROVAL OF SCHEDULE OF REGULAR MONTHLY BOARD MEETINGS OF MUSKOGEE INDEPENDENT SCHOOL DISTRICT I-20 FOR THE CALENDAR YEAR 2019

Motion made by Larry Stewart seconded by Tommy Anderson to APPROVE the Schedule of Regular Monthly Board Meetings of Muskogee Independent School District I-20 for the Calendar Year 2019 as presented:

SCHEDULE OF REGULAR MONTHLY BOARD MEETINGS
OF MUSKOGEE INDEPENDENT SCHOOL DISTRICT I-20
FOR THE CALENDAR YEAR 2019
NOTICE

Date: November 13, 2018
School District Name and Number: Muskogee I-20, Muskogee County
Address: 202 W. Broadway, Muskogee, OK 74401
Telephone: (918) 684-3700

Date: Time Place of Meeting
January 22, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
February 19, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
March 12, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
April 16, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
May 21, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
June 18, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
July 16, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
August 20, 2019 6:00 p.m. Harris Jobe PDC, 2809 N. Country Club Rd., Muskogee
September 17, 2019 6:00 p.m. BEST Center, 202 W. Broadway, Muskogee
October 15, 2019 6:00 p.m. BEST Center, 202 W. Broadway, Muskogee
November 12, 2019 6:00 p.m. BEST Center, 202 W. Broadway, Muskogee
December 17, 2019 6:00 p.m. BEST Center, 202 W. Broadway, Muskogee

Carla D. Cooper, Minutes Clerk
Muskogee Board of Education, District I-020

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

9. PROPOSED EXECUTIVE SESSION

Motion made by Larry Stewart seconded by Tommy Anderson to enter into Executive Session for discussion of:

REGULAR BOARD MEETING MINUTES NOVEMBER 13, 2018
A. Personnel recommendations A. through I. (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).
B. Proposed executive session to discuss the resignation of Monica McCrery pursuant
to Okla. Stat. Tit. 25, § 307 (B)(1) & (7)

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

10. RETURN TO OPEN SESSION

Board returned to Open Session at 7:44 p.m.

11. EXECUTIVE SESSION MINUTES COMPLIANCE ANNOUNCEMENT

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

Personnel Items under Item 12

The board returned to Open Session at 7:44 p.m. As authorized by Oklahoma Statutes,
Title 25, Section 307 (B) (1) & (7).

12. PERSONNEL

Motion made by Danny Shiew seconded by Larry Stewart to APPROVE personnel resolutions A. through G. as stated.

A. EMPLOYMENT – CERTIFIED – TEMPORARY
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the temporary employment of
certified staff for the 2018-2019 school year:

Hannah Dennis 4th Grade Teacher (pending OKSDE Cert) Sadler OKSDE Cert Date

B. EMPLOYMENT – CERTIFIED – EXTRA-DUTY
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the extra-duty employment of
certified staff for the 2018-2019 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tanara Gandy</td>
<td>SAC</td>
<td>Cherokee $25.00</td>
</tr>
<tr>
<td>Annetta Custer</td>
<td>Student Council</td>
<td>Cherokee $550.00</td>
</tr>
<tr>
<td>Jackaline Chapman</td>
<td>Title I Tutor</td>
<td>Irving $25.00 per hour</td>
</tr>
<tr>
<td>Elizabeth Bresnahan</td>
<td>Title I Tutor</td>
<td>Irving $25.00 per hour</td>
</tr>
<tr>
<td>Kristen Carlson</td>
<td>SAC</td>
<td>Irving $25.00 per hour</td>
</tr>
<tr>
<td>Amy Pool</td>
<td>SPED Compliance</td>
<td>District Wide $5,000.00</td>
</tr>
<tr>
<td>Keri Green</td>
<td>Title I Tutor</td>
<td>Tony Goetz $25.00 per hour</td>
</tr>
<tr>
<td>Shelby Castleberry</td>
<td>Title I Tutor</td>
<td>Tony Goetz $25.00 per hour</td>
</tr>
<tr>
<td>Shelby Castleberry</td>
<td>Rewards &amp; Recognition Coordinator</td>
<td>Tony Goetz $1,100.00</td>
</tr>
<tr>
<td>Jan Alred-Goad</td>
<td>Title I Tutor</td>
<td>Tony Goetz $25.00 per hour</td>
</tr>
<tr>
<td>Rozlyn Bradley</td>
<td>Title I Tutor</td>
<td>Tony Goetz $25.00 per hour</td>
</tr>
<tr>
<td>Rachel Skelton</td>
<td>SAC</td>
<td>ARJH $25.00 per hour</td>
</tr>
<tr>
<td>Miranda Currier</td>
<td>Saturday School Detention</td>
<td>ARJH $25.00 per hour</td>
</tr>
<tr>
<td>Dallas Schreiber</td>
<td>Saturday School Detention</td>
<td>ARJH $25.00 per hour</td>
</tr>
<tr>
<td>Mackenzie Casarez</td>
<td>Team Leader</td>
<td>ARJH $1,250.00</td>
</tr>
<tr>
<td>Joie Sneed</td>
<td>Team Leader</td>
<td>ARJH $1,250.00</td>
</tr>
</tbody>
</table>

REGULAR BOARD MEETING MINUTES  NOVEMBER 13, 2018
April Coen Rewards/Recognition Coordinator ARJH $497.00
Jennifer Norwood Rewards/Recognition Coordinator ARJH $497.00
Lauren Adair Rewards/Recognition Coordinator ARJH $497.00
Lori Martin 21st Century - Cert. Archery ARJH $25.00 per hour
Damon Beckers Head Boy's Golf Coach MHS $2,960.00
John Hammer Head Girl's Golf Coach MHS $2,960.00
Amy Pool Camp Bennett Director District Wide $7,200.00

CORRECTION:
Jennifer Norwood 21st Century Site Coordinator ARJH $5,000.00
Jennifer Norwood 21st Century Site Coordinator ARJH $25.00 per hour

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 2018-2019 school year:

Valerie Ragsdale Teacher Grant Foreman ECC effective 09/27/2018 up to 12 wks effective 10/15/2018 up to 12 wks
Michelle Rowan Teacher

D. EMPLOYMENT – SUPPORT - TEMPORARY
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the temporary employment of support staff for the 2018-2019 school year:

Nancy Dean School / Family Liaison Nancy Dean School / Family Liaison RAA/Creek effective 11/26/2018
Chelsie Forrest Teacher Asst. Chelsie Forrest Teacher Asst. ECC effective 11/26/2018
Phillip Geringer Bus Driver Phillip Geringer Bus Driver Transportation effective 11/26/2018
Teresa Greenfield CNS Teresa Greenfield CNS Pershing effective 11/26/2018
Kenaday Hughes Teacher Asst. Kenaday Hughes Teacher Asst. ECC effective 11/26/2018
Ann Cheri Slate-Roudebush Custodian Ann Cheri Slate-Roudebush Custodian Irving/Tony Goetz effective 11/26/2018
Amber Roberts Secretary of Special Programs Amber Roberts Secretary of Special Programs BEST Center effective 11/26/2018

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 2018-2019 school year:

James Hargus Stores/Supplies Handler Maintenance effective 09/13/2018 up to 12 wks effective 09/26/2018 up to 12 wks
Bobby Harlin Mail Clerk CNS

F. RESIGNATION – SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the resignation of support staff for the 2018-2019 school year:

Charlotte Combs CNS MHS effective 10/17/2018
Leslie Reynolds CNS MHS effective 10/18/2018

G. ABANDONMENT OF POSITION – SUPPORT
RESOLVED, upon the recommendation of the Superintendent of Schools to APPROVE the Abandonment of Position for the 2018-2019 school year:

Deillah Mason CNS Pershing effective 10/20/2018

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

13. Motion made by Larry Stewart seconded by Danny Shiew to APPROVE the Resignation Agreement with Monica McCrary and ACCEPT Monica McCrary’s resignation.

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

None

15. **ADJOURNMENT**

Motion to ADJOURN meeting made by Larry Stewart seconded by Tommy Anderson.

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

Meeting ADJOURNED at 7:45 p.m.
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, **November 13, 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 18 day of **December**, 2018.

[Signature]
Board Minutes Clerk
Muskogee Public Schools District I-20

[Seal]

Keith Biglow, President

[Signature]
Bobby Jefferson, Clerk
ANNUAL BOARD OF EDUCATION ELECTION RESOLUTION

TO: Muskogee County Election Board

FROM: The Muskogee School District, Independent School District No. I-020 of Muskogee County, Oklahoma

The Board of Education of the Muskogee Public School District has approved the following resolution calling for an election to be submitted to the voters of the district.

Date of the Election:

A Board of Education Primary Election shall be held on February 12, 2019, only if three or more candidates file for the Board of Education position scheduled to be on the ballot or for a Board of Education position appearing on the ballot as an unexpired term. A Board of Education General Election shall be held on April 2, 2019, under the following circumstances: if only two candidates file for a position scheduled to be on the ballot or for a position on the ballot for an unexpired term or if no candidate in the Board of Education Primary Election received more than 50% of the votes cast. The polling places shall be open from 7:00 a.m. to 7:00 p.m.

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The voters shall elect a board member for board position number four (4), which has a five (5) year term of office.

Qualifications of Candidates for Office:

To be eligible to be a candidate for member of the board of education of a school district, a person must have resided in the district for at least six (6) months preceding the first day of the filing period, and have been a registered voter registered with the county election board at an address located within the geographical boundaries of the district for six months preceding the first day of the filing period. In school districts that have been divided into election districts, a candidate must have resided in the district for six months preceding the first day of the filing period and have been a registered voter within the county election board at an address located within the geographical boundaries of the election district for six months preceding the first day of the filing period.

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A person who has been convicted of a misdemeanor involving embezzlement or a felony under the laws of this state or of the United States or who has entered a plea of guilty or nolo contendere to such misdemeanor involving embezzlement or felony or who has been convicted of a crime in another state which would have been a misdemeanor involving embezzlement or a felony under the laws of this state or has entered a plea of guilty or nolo contendere to such crime shall not be eligible to be a candidate for or be elected to any school board office for a period of fifteen years following completion of his sentence or during the pendency of an appeal of such conviction or plea.
No person shall be eligible to be a candidate for or serve on a board of education if he or she is currently employed by the school district governed by the board of education or is related within the second degree by affinity or consanguinity to any other member of the board of education or to any employee of the school district. The following are relatives within the second degree: A candidate's spouse, child, parent, grandchild, grandparent, brother, sister, spouse's child, spouse's grandchild, spouse's brother, spouse's sister, spouse's grandparent, grandchild's spouse, parent's spouse, and child's spouse. The prohibitions in this paragraph shall not apply if the board member candidate is related within the second degree of affinity or consanguinity to an individual employed as a substitute teacher by the school district or as a temporary substitute support employee if the school district has as Average Daily Membership of less than five thousand (5,000).

Candidates must affirm that upon being elected as a new member of the Board of Education, within fifteen (15) months of election, they will complete at least twelve (12) hours of instruction on education issues, including school finance, Oklahoma education laws, and ethics, duties and responsibilities of district board of education members. Three (3) of these twelve (12) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance. Incumbents must affirm that they will complete six (6) hours of instruction within fifteen (15) months of election emphasizing changes in school law. Three (3) of these six (6) credits must be earned as follows: one (1) credit in ethics, one (1) credit in open meeting act and open records act, and one (1) credit in school finance.

**Voters Eligible to Vote:**

To be eligible to vote, a voter must be registered with the county election board at an address within the geographical boundaries of the district.

**Ballot Titles:**

The ballot to be submitted to the voters shall call for the voters to:


Approved by the Muskogee I-020 Board of Education this 13th day of November, 2018

[Signatures]

President of the Board of Education

Clerk of the Board of Education

Filed with the MUSKOGEE County Election Board this 14th day of November, 2018.

[Signature]

Secretary, Muskogee County Election Board