NOTICE OF MEETING
MUSKOGEE COUNTY

Type of Meeting
(Please check)

Regular Meeting *
Special Meeting **

Rescheduled Regular Meeting ***
Continued or Reconvened Meeting

Date Time
March 4, 2021 3:00 p.m.

Location of Meeting:
Muskogee Public Schools Education Service Center
Board Room
202 W. Broadway
Muskogee, OK 74401

Name of School, Town or Organization:

Name: Muskogee Public Schools
Address: 202 W. Broadway, Muskogee
Telephone: (918) 684-3700

To be completed by person filing notice:

Name: Dr. Jarod Mendenhall
Title: Superintendent of Schools
Address: 202 W. Broadway, Muskogee
Phone: (918) 684-3700 Ext. 1633
Fax: (918) 684-3827

Filed in the Office of the County Clerk at A.M./ P.M. on

Signed

County Clerk/Deputy

* The Notice and the Agenda of the Meeting are to be posted at the Principal Office of the Public Body, or, if there is no principal office, at the location of the meeting at least 24 hours in advance of the meeting, excluding Saturdays, Sundays, and Holidays.

** The Notice of the Special Meeting shall be given in writing, in person or by telephone at least 48 hours before the meeting. (To be filed with the County Clerk and to other persons/offices requesting same in writing, upon payment of required fee.)

AGENDA:

Employee Due Process Hearing
1. CALL TO ORDER – Bobby Jefferson, President
2. ROLL CALL
3. DUE PROCESS HEARING FOR ALEXANDER CASTILLO, A SUPPORT EMPLOYEE.
   A. Statement of procedures by board president.
   B. Opening statement on behalf of administration.
   C. Opening statement on behalf of Mr. Castillo.
   D. Presentation of evidence by administration, subject to cross-examination and questions by board members.
   E. Presentation of evidence by Mr. Castillo, subject to cross-examination and questions by board members.
   F. Presentation of rebuttal evidence, if any, by administration.
   G. Presentation of rebuttal evidence, if any, by Mr. Castillo.
   H. Closing statement by Mr. Castillo.
   I. Closing statement by administration.
4. EXECUTIVE SESSION
   Consideration and vote to go into executive session to discuss and deliberate on whether to affirm, modify or reverse the termination of Alexander Castillo as authorized by Okla. Stat. tit. 25, § 307 (B) (1) & (7).
5. Vote to acknowledge return to open session.
6. Statement by Board President of Executive Session Minute.
7. Vote to adopt Findings of Fact with regard to Mr. Castillo’s employment with the Muskogee School District.
8. Vote to affirm, modify or reverse the termination of Mr. Castillo from his employment with the Muskogee School District.
9. Discussion and vote to accept any resignations tendered since the posting of the Agenda.
10. ADJOURNMENT

EXHIBITS: Copies of exhibits are available in the Office of the Superintendent

SCHEDULE OF MEETINGS: Next Regular Meeting – March 23, 2021
This agenda was posted March 3, 2021, prior to 3:00 p.m. on the district web site and at the front entrance of the Education Service Center, 202 W. Broadway, Muskogee, Oklahoma. Notice of this Special Meeting was submitted for filing in the Office of the County Clerk of Muskogee, Oklahoma on February 25, 2021.

Carla Cooper, Board Minutes Clerk