

**PUTNAM CITY SCHOOLS  
SPECIAL BOARD OF EDUCATION MEETING**

Date: Monday, April 6, 2020

Time: 5:00 p.m.

Place: Video conference from remote locations: Gail LoPresto, President; Cindy Gibbs, Vice-President; Charity Avery, Becky Gooch and Jay Sherrill, Members; Dr. Fred Rhodes, Superintendent; Sandra Lemaster, Board Clerk.

**Agenda**

1. Call to order and recording of members present and absent.
2. Superintendent's Report.
3. Consent Agenda: *All of the following items, which concern reports and items of a routine nature normally approved at board meetings, 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. Minutes for special board meeting on March 23, 2020. ....2-3
  - b. Activity Fund Cash Summaries. ....4
  - c. Activity Fund Transfer List. ....5
  - d. Retirements and resignations as listed on Attachment A.....6-7
4. Consideration of and vote on recommendation of employment of new personnel and reassignments as listed on Attachment A. .... 6-7
5. Consideration of and vote on motion for renewal of employment for certified administrators as listed on Attachment B for the 2020-2021 school year. .... 8-9
6. Consideration of and vote on motion to adjourn.

Name of person posting this notice: Sandra Lemaster, Board Clerk

Posted this 3<sup>rd</sup> day of April, 2020 at 4:30 p.m. on the glass doors to the entrances at the Putnam City Administration Building, 5401 NW 40<sup>th</sup> Street, Oklahoma City, Oklahoma. Notice of this special meeting was filed in the office of the County Clerk, April 2, 2020 at 1:38 p.m.

**Sandra K. Lemaster**

Signature

**PUTNAM CITY SCHOOLS  
SPECIAL BOARD OF EDUCATION MEETING  
Monday, March 23, 2020**

The Putnam City Schools Board of Education of Independent School District No. One of Oklahoma County, State of Oklahoma, met in special session Monday, March 23rd, 2020 at 5:00 p.m. in the Board room at the Administration Building, 5401 NW 40<sup>th</sup>, Oklahoma City, Oklahoma. The agenda and meeting notice were posted on Friday, March 13, 2020 at 4:30 p.m. in accordance with 25 O.S. § 311.

**ITEM #1 – CALL TO ORDER AND RECORDING OF MEMBERS PRESENT AND ABSENT.**

Gail LoPresto called the meeting to order at 5:00 p.m. Members present: President, Gail LoPresto; Vice President, Cindy Gibbs; and member, Jay Sherrill; Superintendent; Dr. Fred Rhodes; and Sandra Lemaster, board clerk. Members, Becky Gooch and Charity Avery were absent.

**ITEM #2 – CONSENT AGENDA: ALL OF THE FOLLOWING ITEMS, WHICH CONCERN REPORTS AND ITEMS OF A ROUTINE NATURE NORMALLY APPROVED AT BOARD MEETINGS, 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. Minutes for regular board meeting on March 2, 2020.
- b. Minutes for special board meeting on March 10, 2020.
- c. Purchase orders February 27, 2020 through March 9, 2020 inclusive for the 2019-2020 school year.
- d. Financial Reports.
- e. Activity Fund Cash Summary.
- f. Activity Fund Transfer List.
- g. Project Applications.
- h. Renewal of agreement with Learning Sciences International for recertification of administrators in the Marzano Focused Teacher Evaluation Model. (20-11-107)
- i. Elementary and Secondary Contracts.
- j. Overnight Travel.

Cindy Gibbs made a motion to approve the consent agenda as presented on Attachment A. Jay Sherrill seconded the motion. Vote: Sherrill, aye; Gibbs, aye; LoPresto, aye.

**ITEM #3 – CONSIDERATION OF AND VOTE ON MOTION TO APPROVE CONTRACT WITH JILL MURROW FOR CLERICAL SERVICES TO ASSIST WITH INVENTORY AND STORAGE ORGANIZATION OF CULTURAL AND SCHOOL SUPPLIES FOR THE INDIAN EDUCATION DEPARTMENT. (\$300.00 FROM 20-11-563)**

Cindy Gibbs made a motion to approve the contract with Jill Murrow for clerical services to assist with the inventory and storage organization of cultural and school supplies for the Indian Education department. Jay Sherrill seconded the motion. Vote: Sherrill, aye; Gibbs, aye; LoPresto, aye.

**ITEM #4 – CONSIDERATION OF AND VOTE ON MOTION TO APPROVE CONTRACT WITH MYSCHOOLBUCKS FOR THE DISTRICT TO COLLECT ONLINE PAYMENTS FOR SITE EXTENDED CARE PROGRAMS. (3.95% TRANSACTION FEE FROM 21-60-974)**

Cindy Gibbs made a motion to approve the contract with MySchoolBucks for the district to collect online payments for site extended care programs. Jay Sherrill seconded the motion. Vote: Sherrill, aye; Gibbs, aye; LoPresto, aye.

Dr. Rhodes explained that the district has used MySchoolBucks in the past but had switched to a different vendor, Blue Snap, this year. MySchoolBucks made improvements and Chief Financial Officer, Shannon Meeks, recommends changing to MySchoolBucks as it is currently the best option for the district.

ITEM #5 – CONSIDERATION OF AND VOTE ON MOTION TO APPROVE DECLARATION OF EMERGENCY LEAVE DAYS.

Cindy Gibbs made a motion to approve the Declaration of Emergency Leave Days. Jay Sherrill seconded the motion. Vote: Sherrill, aye; Gibbs, aye; LoPresto, aye.

Dr. Rhodes said that the Declaration covers the time period between March 23<sup>rd</sup> and April 3<sup>rd</sup>, 2020. He said that should the state mandated closure continue, the district will need direction from the state in how to address any additional days.

ITEM #6 – CONSIDERATION OF AND VOTE ON MOTION TO APPROVE RESOLUTION TO THE OKLAHOMA COUNTY ELECTION BOARD FOR THE PUTNAM CITY SCHOOL DISTRICT TO RESCIND THE DATE OF THE ANNUAL ELECTION AND TO RESCHEDULE FOR MONDAY, JUNE 30, 2020.

Jay Sherril made an amended motion to approve the Resolution to the Oklahoma County Election Board for the Putnam City School District to Rescind the Date of the Annual Election and to Reschedule for TUESDAY, June 30, 2020. Cindy Gibbs seconded the amended motion. Vote: Sherrill, aye; Gibbs, aye; LoPresto, aye.

The original motion misstated the day of the week that the June 30, 2020 election would take place. The amended motion corrected the day to Tuesday, instead of Monday.

ITEM #7 – CONSIDERATION OF AND VOTE ON MOTION TO ADJOURN.

Cindy Gibbs made a motion at 5:06 p.m. to adjourn. Jay Sherrill seconded the motion. Vote: Sherrill, aye; Gibbs, aye; LoPresto, aye.

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President

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Board Clerk

I, the undersigned, Clerk of the Board of Education of Putnam City Independent School District No. One of Oklahoma County, Oklahoma, do certify that notice of the date, time, and place of this special meeting was given at least 48 hours prior to this meeting to the County Clerk of Oklahoma County.

I also certify that at least 24 hours prior to the meeting, excluding Saturday, Sunday, and holidays, notice of the time, place, and agenda of this meeting was posted in prominent public view at the location of the meeting.

Witness my hand and seal of this school district this 23<sup>rd</sup> day of March, 2020.

[SEAL]

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Board Clerk

### Activity Fund Cash Summary FY20 FEBRUARY

Site #	Site Name	Balance as of: 02/01/20	Revenue	Adjustments	Expenses	Balance as of: 02/29/2020
050	Administration	\$ 177,384.81	\$ 14,291.75	\$ 170.71	\$ (42,537.36)	\$ 149,309.91
102	Apollo Elementary	\$ 20,250.63	\$ 3,992.67	\$ 12.43	\$ (881.38)	\$ 23,374.35
105	Central Elementary	\$ 38,286.79	\$ 18,408.51	\$ 10.50	\$ (13,873.84)	\$ 42,831.96
110	Arbor Grove Elementary	\$ 41,134.86	\$ 14,819.22	\$ 26.59	\$ (17,496.78)	\$ 38,483.89
115	Coronado Elementary	\$ 72,763.97	\$ 9,424.68	\$ 42.88	\$ (4,500.63)	\$ 77,730.90
116	Dennis Elementary	\$ 91,269.27	\$ 11,128.32	\$ 53.13	\$ (4,305.89)	\$ 98,144.83
117	Downs Elementary	\$ 86,895.39	\$ 10,828.34	\$ (24.04)	\$ (5,874.54)	\$ 91,825.15
118	Harvest Hills Elementary	\$ 45,293.27	\$ 19,181.59	\$ 27.83	\$ (9,450.86)	\$ 55,051.83
120	Hilldale Elementary	\$ 61,549.01	\$ 4,853.30	\$ 35.20	\$ (1,911.04)	\$ 64,526.47
122	Kirkland Elementary	\$ 53,509.21	\$ 8,776.85	\$ 1,761.32	\$ (6,044.68)	\$ 58,002.70
124	Lakepark Elementary	\$ 60,397.84	\$ 17,657.13	\$ 39.99	\$ (14,642.36)	\$ 63,452.60
125	Northridge Elementary	\$ 159,692.50	\$ 8,738.56	\$ 90.20	\$ (4,835.38)	\$ 163,685.88
126	Overholser Elementary	\$ 36,082.75	\$ 5,053.22	\$ 21.17	\$ (5,772.17)	\$ 35,384.97
127	Rollingwood Elementary	\$ 68,193.15	\$ 7,177.91	\$ 39.64	\$ (5,010.78)	\$ 70,399.92
128	Tulakes Elementary	\$ 38,562.71	\$ 7,193.66	\$ 22.92	\$ (6,428.36)	\$ 39,350.93
130	Western Oaks Elementary	\$ 60,849.94	\$ 20,223.03	\$ 38.88	\$ (19,210.68)	\$ 61,901.17
133	Wiley Post Elementary	\$ 42,145.88	\$ 7,063.78	\$ 24.92	\$ (3,188.86)	\$ 46,045.72
134	Will Rogers Elementary	\$ 38,379.67	\$ 2,938.70	\$ 21.97	\$ (1,567.29)	\$ 39,773.05
135	Windsor Hills Elementary	\$ 17,293.76	\$ 1,105.53	\$ 9.77	\$ (492.56)	\$ 17,916.50
338	Smart Start Childcare Center	\$ 19,528.20	\$ -	\$ 1,141.04	\$ (731.67)	\$ 19,937.57
510	James Capps Middle School	\$ 41,302.01	\$ 8,861.12	\$ 24.10	\$ (4,725.53)	\$ 45,461.70
520	K. Cooper Middle School	\$ 34,730.36	\$ 6,636.37	\$ 21.28	\$ (2,797.53)	\$ 38,590.48
530	Hefner Middle School	\$ 84,289.48	\$ 13,768.14	\$ 50.86	\$ (8,092.79)	\$ 90,015.69
540	Mayfield Middle School	\$ 54,116.79	\$ 7,188.42	\$ 466.62	\$ (3,996.92)	\$ 57,774.91
550	Western Oaks Middle School	\$ 48,504.14	\$ 12,553.07	\$ 4.53	\$ (3,685.66)	\$ 57,376.08
705	Putnam City HS	\$ 365,281.24	\$ 43,727.06	\$ (64.11)	\$ (52,691.78)	\$ 356,252.41
708	Putnam City North HS	\$ 417,176.10	\$ 51,975.18	\$ 943.35	\$ (53,024.12)	\$ 417,070.51
710	Putnam City West HS	\$ 243,378.73	\$ 31,022.17	\$ 335.59	\$ (31,232.50)	\$ 243,503.99
715	Putnam City Academy	\$ 1,394.38	\$ 266.88	\$ 0.86	\$ (270.00)	\$ 1,392.12
974	Extended Care Program	\$ 111,593.82	\$ 56,353.27	\$ 35.86	\$ (65,841.39)	\$ 102,141.56
<b>GRAND TOTALS</b>		<b><u>\$2,631,230.66</u></b>	<b><u>\$ 425,208.43</u></b>	<b><u>\$ 5,385.99</u></b>	<b><u>\$ (395,115.33)</u></b>	<b><u>\$2,666,709.75</u></b>

REQUEST FOR TRANSFER OF FUNDS  
April 6, 2020

SCHOOL	DATED	TRANSFER FROM:	TRANSFER TO:	AMOUNT	REASON
Downs Elementary	03/13/20	915-10 PE - Main	828-10 - Athletics - Main	\$241.00	Posting correction for receipt #063579

**Attachment A.**  
**APRIL 6, 2020 – PERSONNEL BOARD ACTION**

<u><b>NAME</b></u>	<u><b>JOB &amp; SITE</b></u>	<u><b>EFFECTIVE</b></u>
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**RESIGNATIONS/TERMINATIONS:**

**CERTIFIED PERSONNEL:**

1 Farris, Chandler	LMS/Central	05/26/20*Resign from LOA
2 Beaty, Ryan	Credit Recovery/PCW	03/12/20
3 Clark, Kelli	Psychologist/Special Services	06/02/20
4 Crowl, Regan	Psychologist/Special Services	05/26/20
5 Dennis, Christopher Drew	PE/WOMS	05/26/20
6 Frizzell, Erin	Intern/AP/Hilldale	06/02/20
7 Hardee, Ken	Geography/WOMS	02/21/20*Deceased
8 Kordic, Zoe	Choir/MMS	05/26/20
9 Lemaster, Derek	4th/Overholser	03/10/20
10 Martin, Katrina	6th/MMS	05/26/20
11 Velders, Erin	3rd/Central	05/26/20

**SUPPORT PERSONNEL:**

1 Cochran, Joe	Director of Buildings & Grounds/B&G	03/11/20
2 Cox, Ethan	Driver/Transportation	02/28/20
3 Harris, Marsha	Health Aide/Arbor Grove	03/13/20
4 Kimbrell, Katie	Child Care/Downs	03/27/20
5 Turner, Steve	Custodian/B&G	02/26/20

**TEMPORARY/HOURLY:**

1 Isley, Aubree	Custodian/B&G	03/13/20
2 Logue-Hughes, Lynda	Driver/Transportation	02/27/20

**RETIREMENTS:**

**CERTIFIED PERSONNEL:**

1 Causey, James	Social Studies/PCH	05/26/20
2 Martin, Anne Marie F.	8th English/WOMS	05/26/20
3 Moore, Twila	6th Grade/Capps	05/26/20
4 Proctor, Cynthia	Art/Coronado	05/26/20
5 Rios-Colon, Carmen	Spanish/PCH	05/26/20
6 Sawtelle, Lorrie	Tech Ed/KCMS	05/26/20

**RECOMMEND TO HIRE – DURATION OF NEED:**

**CERTIFIED PERSONNEL:**

1 Whitson, Jeffrey Carter	PE/PCH	03/23/20
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**SUPPORT PERSONNEL:**

1 Abdulhadi, Noha	Title EL TA/PCH	03/10/20
2 Aguilera, Marcela	Health Aide/Arbor Grove	03/11/20
3 Beedle, Jessica	Spec Ed TA/Special Services	03/23/20
4 Busch, Carl	Driver/Transportation	02/24/20
5 Gil Altuve, Fatima	Driver/Transportation	03/16/20
6 Moore, Andrew	Custodian/B&G	03/11/20
7 Price, Brandon	Custodian/B&G	03/11/20
8 Rosales, Maria	Custodian/B&G	02/25/20
9 Tadese, Ehitnesh	Custodian/B&G	02/25/20

**Attachment A.**  
**APRIL 6, 2020 – PERSONNEL BOARD ACTION**

<u><b>NAME</b></u>	<u><b>JOB &amp; SITE</b></u>	<u><b>EFFECTIVE</b></u>
10 Tilaye, Emebet	Custodian/B&G	02/25/20
11 Tilden, Brianna	Spec Ed TA/Lake Park	02/19/20
12 Turner, Garlan	Custodian/B&G	02/25/20

**RECOMMENDED TO HIRE– TEMPORARY/HOURLY :**

**ADJUNCTS:**

1 Lino, Brayant	Soccer/PCW	03/01/20
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**CAFETERIA/PLAYGROUND/DAYCARE & OTHER HOURLY:**

1 Haag, Emily	Café/Tulakes	02/24/20
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**CUSTODIAN SUBS:**

1 Chacon Ortiz, Angela	Custodian/B&G	03/11/20
2 Suarez, Maria Elena	Custodian/B&G	03/11/20

**ITEM OF CONSIDERATION**  
**Board of Education**  
**April 6, 2020**

**TOPIC:** Renewal of employment of certified administrators for the 2020-2021 school year.

**ADMINISTRATIVE RECOMMENDATION:** The administration recommends the reemployment of the certified administrators for the 2020-2021 school year as listed on Attachment B.

**RATIONALE FOR RECOMMENDATION:** Each year the Board hires certified administrators for the next school year.

**OPTIONS:**

1. Approve
2. Do not approve
3. Ask for additional information

**CONTACT PERSON:** Patricia Balenseifen, 495-5200, Ext. 1230



**Attachment B**  
**April 6, 2020**

**Principals**

- |                 |           |
|-----------------|-----------|
| 1) BRADLEY,     | BRETT     |
| 2) BRODY,       | SHANDA    |
| 3) BROOKINGS,   | SHBRONE   |
| 4) BUHR,        | CAROLE    |
| 5) BURKHART,    | JASON     |
| 6) BURNETT,     | JAMES     |
| 7) CARNLINE,    | CATHERINE |
| 8) DAVIS,       | BRENDA    |
| 9) FREEMAN,     | LORI      |
| 10) GILLILAND,  | AVERY     |
| 11) HABBEN,     | ANGELA    |
| 12) HARPER,     | KIMBERLY  |
| 13) HOGGATT,    | ASHLEY    |
| 14) JOHNSON,    | LYNN      |
| 15) LUNN,       | JOHN      |
| 16) MCLAUGHLIN, | KIMBERLY  |
| 17) MCNUTT,     | HOLLY     |
| 18) MILLER,     | PAMELA    |
| 19) REXACH,     | SHERYL    |
| 20) ROBERTSON,  | JENNIFER  |
| 21) ROGERS,     | TRACY     |
| 22) SPEIGHT,    | DANYELLE  |
| 23) TREADWAY,   | STEPHANIE |
| 24) WALLACE,    | STEPHANIE |
| 25) WHITE,      | RENITA    |

**Alternative Programs**

**Coordinators**

- |            |       |
|------------|-------|
| 26) ELLIS, | JOE   |
| 27) SUCHY, | KELLY |

**District Athletic Director**

- |                  |      |
|------------------|------|
| 28) BALENSEIFEN, | DICK |
|------------------|------|

**Assistant Principals**

- |                     |          |
|---------------------|----------|
| 29) ATTEBERY,       | KEN      |
| 30) BOWERS,         | JANA     |
| 31) BROWN,          | JEFF     |
| 32) CALTON,         | STACEY   |
| 33) CRAIG,          | TYREA    |
| 34) DEASON,         | MANDY    |
| 35) DESOUZA,        | JENNIFER |
| 36) FIKE,           | HOLLY    |
| 37) GRAHAM,         | SCOTT    |
| 38) HALL,           | DEREK    |
| 39) HAUCK,          | ADRIENNE |
| 40) HODGES,         | BEN      |
| 41) ILLGEN,         | SUSAN    |
| 42) JOHNSTON,       | JANA     |
| 43) KIPF,           | GREG     |
| 44) MCCORD,         | ISAAC    |
| 45) MEACHAM,        | JENNIFER |
| 46) MEMOLI,         | JASON    |
| 47) MUEX,           | ROMEL    |
| 48) NEELY,          | AMANDA   |
| 49) ROSE,           | BARBARA  |
| 50) SALADIN,        | WHITNEY  |
| 51) SHELLEY RAYMER, | JANET    |
| 52) TAYLOR,         | TAMI     |
| 53) TENNELL         | LINDSEY  |
| 54) WALK,           | KARA     |
| 55) WOLFF,          | FALLAN   |
| 56) WOLKE,          | ERIN     |
| 57) WRIGHT,         | HALLIE   |

**Attendance Officer**

- |            |       |
|------------|-------|
| 58) MILES, | JAREL |
|------------|-------|

**Directors/District Administrators**

- |             |      |
|-------------|------|
| 60) ILLGEN, | JOEL |
|-------------|------|