



Board of Directors Meeting April 19, 2023

Board Members Present: Ellen Buettner, Gary Jones, Mick Cornett, Teresa Truong, Megan Oftedal

Staff Present: Patrick Duffy and Shelly Hickman

By Invitation: Bill Hickman, general counsel, and Pam Campbell, PTA President

Minutes

1. The Special Meeting was called to order at 12:05 p.m. by Vice Chairwoman Ellen Buettner

A quorum of voting members was present and it was comprised of Ellen Buettner, Gary Jones, Mick Cornett, Teresa Truong, and Megan Oftedal. Vice Chairwoman Ellen Buettner served as the meeting's chair as Board of Directors Chairwoman Jennifer Monies could not attend the meeting.

2. The Board voted to approve the Consent Agenda.

Gary Jones made the motion and Teresa Truong seconded. All members of the Board in attendance at the meeting voted to approve.

3. The Board voted to acknowledge and accept its not-for-profit 2021-2022, 990 Tax Return as prepared by the district's Treasurer Jay Jenkins, president of Jenkins & Kemper Certified Public Accountants, P.C.

Jay Jenkins walked the Board of Directors through the tax return. After doing so Gary Jones asked Jenkins if in his expert opinion he had found anything out of the ordinary in preparing the return or anything he should call to their attention. Jenkins responded no. Gary Jones made the motion to acknowledge and accept the return and Mick Cornett seconded. All members of the Board in attendance at the meeting voted to approve.

4. The Board voted to approve the District's 2023-2024 Application for Temporary Appropriations.

Treasurer Jay Jenkins indicated that every April he prepares the Application for Temporary Appropriations for the next fiscal year for the Board to consider and approve. It is then filed with the county. He explained that an Application for Temporary Appropriations is necessary for beginning the next fiscal year and its amount is approximately 90 percent of the current year appropriations. This, he said, allows for payments after July 1 and before the new fiscal year's Estimate of Needs is completed, approved and filed. Gary Jones moved for approval and Teresa Truong seconded. All members of the Board in attendance at the meeting voted to approve.

5. The Board voted to approve the Resolution for Schools and Libraries Universal Services (E-rate) for 2023-2024.

Superintendent Patrick Duffy explained this is an annual requirement and that the district was pleased with the efforts of its E-rate consultant Kellogg & Sovereign Consulting and the work that had been accomplished in the last year. Gary Jones moved for approval and



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Mick Cornett seconded. All members of the Board in attendance at the meeting voted to approve.

6. The Board voted to approve a purchase order to the 95% Group for instructional materials and professional development related to literacy and the science of reading.

Patrick Duffy explained that the 95% Group had purchased Tools for Reading and its offerings were enthusiastically supported by the District's Reading Committee. He further explained that Elementary Principal Lana Ingram had secured a donation to pay for \$38,000 of the expenditure and that ESSER III funds were being recommended for the difference. Mick Cornett asked how the materials differed from those previously used for reading instruction and Duffy explained that they were more inclusive of phonics and the science of reading. Gary Jones moved for approval and Teresa Truong seconded. All members of the Board in attendance at the meeting voted to approve.

7. The Board voted to approve Amendments to the District's ESSER III Plan and Budget related to adding summer school, summer school stipends and guidance services.

Patrick Duffy indicated that in consultation with the Oklahoma State Department of Education (OSDE), amendments to the plan and budget were needed to provide specificity in regard to how the funds were to be spent regarding summer school and guidance services. He further indicated the plan as developed under the previous superintendent did not include summer school and guidance services, and it did include hazard pay for 2022-2023, though the Board and administration did not believe that was needed. Therefore, to make amendments and specificity to the plan, the OSDE had requested the Board review the current administration's amendments and approve them. Gary Jones indicated that everything being presented at the meeting was fully aligned to what the Board had indicated to school leaders it wanted and approved. He then moved for approval and Teresa Truong seconded. All members of the Board in attendance at the meeting voted to approve.

8. The Board approved a policy in compliance with 70 O.S. 27-106 Save Women's Sports Act.

General Counsel Bill Hickman explained that he had drafted the policy and that it tracked with the Act and did not take any actions beyond the Act. Superintendent Patrick Duffy indicated he had asked Hickman to prepare the policy and that the Oklahoma State Department of Education was asking districts to upload their policies. Gary Jones moved for approval and Ellen Buettner seconded. All members of the Board in attendance at the meeting voted to approve.

9. The Board voted to change the dates for Spring Break for 2023-2024 to be the same dates as that of Oklahoma City Public Schools.

Gary Jones moved to approve and Teresa Truong seconded. All members of the Board in attendance at the meeting voted to approve.



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10. The Board voted to cancel the June 21, 2023 regular meeting and to schedule a special meeting for June 26, 2023.

Patrick Duffy explained that he was aware of several scheduling conflicts for June 21 but that a June meeting was essential. After a brief discussion of Board members checking their calendars, Monday, June 26, 2023 was decided as the date for the special meeting and for it to be held at noon at the middle school. Gary Jones moved to approve and Teresa Truong seconded. All members of the Board in attendance at the meeting voted to approve.

11. Gary Jones gave a Finance Committee update.

He praised the work of the staff to decrease costs and indicated that the carryover this year was going to be higher than the previous year. He indicated the work of the Fundraising Committee was ongoing and had Candor Public Relations (in attendance at the meeting) distribute a fundraising deliverable it had created for the committee and which is included in the public Board packet.

12. Teresa Truong gave a Strategic Planning Committee update.

She indicated a Town Hall would occur the next evening in conjunction with the PTA meeting and that public relations firm of Schnake Turnbo & Frank would be presenting the results of the second survey that had been distributed to stakeholders to assess progress since the previous spring. She said those results showed a lot of improvement. She also shared that she and Megan Oftedal were working on and would soon be done with a superintendent rubric and schedule.

13. Patrick Duffy gave a Leadership update.

He indicated that just that morning Charmaine Johnson had accepted the position of middle school principal. He shared that she had a wealth of experience and would be coming to John Rex as the outgoing assistant principal at John Marshall High School in the Oklahoma City Public Schools. He also indicated Cole Nelson would transition to middle school counselor next year. He shared that he had created pay schedules for the counselors and teacher assistants and that middle school graduation would be on May 24, encouraging the Board members to attend. He also said that currently every seat was filled for 2023-2024 at the elementary school and that there was going to be at least 40 more students at the middle school. Capacity at the middle school is 280, he said, and there were 270 enrollments currently. He finished by saying the federal programs audit by the OSDE had been completed, as had spring accreditation.

14. Pam Campbell gave a Parent Teacher Association (PTA) Update.

She indicated the PTA was very excited to host the Town Hall the next evening and that having Fuel Up on May 6 at the school was going to be an exciting event, too. She shared that because the PTA officer terms were two years, and this was the first of those two years, and because most committee chairs were returning next year, there would be a lot



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of consistency in the PTA's efforts going into the next school year. Other events the PTA was currently working on, she noted were Teacher Appreciation, the 10-year anniversary and a September 29 alumni reunion.

15. No New Business was brought before the Board.

16. Mick Cornett made a comment regarding Superintendent Patrick Duffy and his efforts to reconnect with downtown leaders.

He indicated that he and Duffy had recently met with Chamber of Commerce leaders and Downtown OKC leaders and that everyone was embracing Duffy as the district's new leader. He said many were shocked the district was already approaching its 10th year and seemed eager to reconnect now that the pandemic was over.

17. The meeting adjourned at 1:15 p.m.

Gary Jones made the motion and Mick Cornett seconded. All members of the Board in attendance at the meeting voted to approve.