



AGENDA

Regular Meeting of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **Monday, May 21, 2012**, at 6:30 PM, in the Cheryl Selman Room, Ground Floor Level, at the Charles C. Mason Education Service Center, 3027 South New Haven Avenue, Tulsa, Oklahoma.

With the exception of item A-1, the Board of Education reserves the right to take up any agenda item in any order regardless of how items are listed.

This is an open, public meeting held in accordance with the Open Meeting Laws of the State of Oklahoma. The purpose of this meeting is to conduct the business of the School District. As the elected representatives of the School District voters and school patrons, the School Board members will be making decisions concerning the operation of the School District. Persons desiring to address the Board concerning items not on the agenda must submit a written request form, available from the Clerk of the School Board, at least seven days prior to each meeting. Statements to the School Board by members of the public are limited to five minutes each.

A. OPENING EXERCISES

- A-1.** Call to order and confirm that a quorum of the Board is present.
- A-2.** Flag salute.
- A-3.** Remind those wishing to address the Board, sign with the clerk -- 5-minute limit.
- A-4.** Motion and vote to adopt the Agenda.

B. RECOGNITION OF VISITORS

C. SPECIAL PRESENTATIONS/AWARDS/RESOLUTIONS

- C-1.** Superintendent's special presentations and awards.
- C-2.** Resolution of Appreciation for Mr. Robert Mayweathers, Child Nutrition Assistant at ECDC, deceased. Motion and vote on motion to adopt resolution.
- C-3.** Resolution of Appreciation for Mrs. Avonna Olson, Laundry Foreperson at Plant Operations, deceased. Motion and vote on motion to adopt resolution.
- C-4.** Resolution of Appreciation for Mr. Larry Ross, Bus Driver at Transportation, deceased. Motion and vote on motion to adopt resolution.
- C-5.** Resolution of Appreciation for Mr. Eddie Rowe, Bus Driver at Transportation, deceased. Motion and vote on motion to adopt resolution.
- C-6.** Resolution of Appreciation for Ms. Miranda Titsworth, Teacher at Wright Elementary School, deceased. Motion and vote on motion to adopt resolution.

D. No minutes submitted.

E. CONSENT AGENDA - Motion and vote on recommendation.

F. ACTION AGENDA - Motion and vote on each recommendation.

G. INFORMATION AGENDA

H. STAFF REPORTS

I. BOARD MEMBER REPORTS/CONCERNS

J. CITIZENS' COMMENTS

K. SUPERINTENDENT'S REPORTS/PRESENTATIONS

K-1. Discussion by Board and administration regarding funding of public education and the financial situation of the District, which may include, but not necessarily be limited to, matters related to decreases in school revenues; budget cuts; possible loss of administrative, teaching and staff positions; possible reduction in educational programs and services; budgetary impact on academics, classroom instruction, athletic programs and extracurricular activities; possible reductions to all non-mandatory bus routes; possible charges for busing transportation and other discretionary services; and consolidation of services. This agenda item is for informational purposes only. The Board may allow public comments on this item, which comments may be limited as to number and time by the Board President.

L. OTHER NON-ROUTINE ITEMS REQUIRING BOARD ACTION

L-1. Motion and vote on motion to enter into a resignation agreement with Latricia Pruitt and to authorize its execution by the Board President and Board Clerk.

M. NEW BUSINESS

Consideration and possible action on any matter which could not have been reasonably foreseen prior to the legal time deadline for posting of the agenda for this meeting.

N. ANNOUNCEMENTS

The next regular scheduled meeting of the Board of Education will be held on Monday, June 4, 2012, at 6:30 p.m. in the Cheryl Selman Room, at the Education Service Center, 3027 South New Haven Avenue, Tulsa, Oklahoma.

O. MOTION AND VOTE TO ADJOURN

E. CONSENT AGENDA - Motion and vote on recommendations

Note: With the exception of student trips and routine staffing items, Consent items appeared on the previous regular meeting's Agenda as Information Agenda items unless otherwise indicated.

ITEMS LISTED BELOW SUBMITTED BY DEPUTY SUPERINTENDENT, MILLARD HOUSE, II

- E-1.** RECOMMENDATION: Enter into contract with the University of Tulsa to provide clinical rotation experiences for Athletic Training and Exercise, and Sports Science students at various District sites.

COST AND FUNDING: There is no cost to the District.

FURTHER RECOMMEND: The attorneys for the school District review and approve the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: The University of Tulsa students will work under the supervision of designated athletic trainers and instructors with Tulsa Public Schools and the University of Tulsa. Students will bring with them current research and best practices in the field of Exercise and Sports Science.

- E-2.** RECOMMENDATION: Purchase computers and laptops from Dell Marketing, Round Rock, Texas, for Disney Elementary School.

COST AND FUNDING: Total cost not to exceed \$47,796 will be paid from the Technology Bond Fund, 38-3120-1000-507330-100-000000-000-07-447.

REQUISITION NUMBER: 11217545

RATIONALE: The technology will be used to support instruction and testing in reading and math to improve academic achievement.

- E-3.** RECOMMENDATION: Purchase computers from Dell Marketing, Round Rock, Texas, for Eugene Field and Gilcrease elementary schools.

COST AND FUNDING: Total cost not to exceed \$132,202 will be paid from the Bring It Home Tulsa Grant Fund, 11-0129-1000-506530-100-000000-000-05-185 (\$64,113) and 11-0129-1000-506530-100-000000-000-05-198 (\$68,089).

REQUISITION NUMBER: 11218994

RATIONALE: The computers will allow students to have an opportunity to work with a variety of programs for which they will need to demonstrate proficiency under the Common Core Standards that the State of Oklahoma will implement by 2014.

- E-4.** RECOMMENDATION: Enter into a contract with Mark McLeod, independent consultant, Purvis, Mississippi, to provide professional development for Lee and Remington elementary schools' staffs, May 21, 2012.

COST AND FUNDING: Total cost not to exceed \$4,000 will be paid from the Professional Development Fund, 11-3110-2213-503200-271-000000-000-04-041.

REQUISITION NUMBER: 41200027

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: This professional development session will increase knowledge and resources on raising student achievement, improving effective instruction, and increasing student and staff motivation.

ITEMS LISTED BELOW SUBMITTED BY ASSOCIATE SUPERINTENDENT FOR SECONDARY SCHOOLS, MR. KEVIN BURR

- E-5.** RECOMMENDATION: Approve Central High School's academic bowl team to travel to Atlanta, Georgia, to participate in the 2012 High School Academic Bowl National Championship, May 25-27, 2012.

COST AND FUNDING: Total cost will not exceed \$5,350. Food and ground transportation costs not to exceed \$550 will be paid from Central's school activity fund #520; and travel expenses, lodging and registration costs not to exceed \$4,800 will be paid from The Tulsa Central High School Foundation.

RATIONALE: The Academic Bowl team will compete in a large format tournament with students from all around the country. This level of competition will provide students with an opportunity to improve their knowledge base and strategy skills.

- E-6.** RECOMMENDATION: Increase the contract with the Park Inn Tulsa Airport hotel, approved on the November 21, 2011, Agenda, to host Memorial High School's Military Ball.

COST AND FUNDING: The total amount not to exceed \$3,066.66 (an increase of \$66.60) will be paid from Memorial's school activity fund #564.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: The contract was estimated at \$3000.06, and the final charge was \$3,066.60.

ITEMS LISTED BELOW SUBMITTED BY CHIEF OF STAFF, MS. AMY POLONCHEK

- E-7.** RECOMMENDATION: Approve position creations/deletions.

RATIONALE: Positions to be effective after Board approval unless otherwise indicated. Funding for each new position listed will originate from and be included in the applicable division/department budget.

- E-8.** RECOMMENDATION: Approve routine staffing items.

RATIONALE: The routine personnel actions implement the various human capital plans and priorities authorized by the Board of Education for 2011-2012.

Recommendations submitted by Chief Information and Operations Officer, Mr. Ben Stout

- E-9.** RECOMMENDATION: Purchase enhanced software support services for the District's EMC Avamar Enterprise backup system from Presidio Networked Solutions, Greenbelt, Maryland.

COST AND FUNDING: The total cost not to exceed \$43,088.83 will be paid from the General Fund, 11-0000-2580-504320-000-000000-000-02-057.

REQUISITION NUMBER: 11218538

RATIONALE: The EMC Avamar Enterprise backup system is currently out of maintenance. All of the District's critical systems including PowerSchool, MUNIS, the Data Warehouse, and the Exchange e-mail system rely solely on the Avamar Enterprise backup system to recover lost data. This purchase will provide support from the date maintenance expired through June 30, 2013.

ITEMS LISTED BELOW SUBMITTED BY CHIEF FINANCIAL OFFICER, MRS. TRISH WILLIAMS

- E-10.** RECOMMENDATION: Purchase informational pamphlets for parents and/or guardians from Channing-Bete, South Deerfield, Massachusetts.

COST AND FUNDING: Total cost not to exceed \$42,194.90 will be paid from the mandatory Title I Parental Involvement Set-Aside Fund, 11-5118-2194-506810-494-000000-000-05-093-5118.

REQUISITION NUMBER: 11217159

RATIONALE: Funds will be used to purchase informational parent involvement pamphlets for parents at all grade levels, including but not limited to topics such as "Helping Your Child With Homework: A Parent's Handbook," "Help Your Teen Make a Smooth Transition to High School: A Parent's Handbook," and "Helping Your Child Get Ready for Preschool: A Parent's Handbook."

- E-11.** RECOMMENDATION: Reject any and all bids for the purchase of the Ford Property, East 61 North and Delaware Avenue.

RATIONALE: The appraisal determined this 10 acre property to be zoned as single family residential increasing the potential for future development and the value to the District.

Recommendations submitted by Director of Bond Projects/Energy Management, Mr. Bob LaBass

- E-12.** RECOMMENDATION: Enter into an agreement with Public Service Company (PSO) to reduce the consumption of electricity at nonoccupied schools during specific hours for the term beginning June 1, 2012, and ending September 30, 2012.

COST AND FUNDING: There is no cost to the District.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate agreement and the proper officers of the Board of Education be authorized to execute the agreement on behalf of the District.

RATIONALE: Incentive payments would be based on the difference between actual, baseline demand usage, and the District's calculated baseline consumption. The hours impacted would be from 3:00 p.m to 7:00 p.m, Monday through Friday, at the discretion of the District, based on notification from PSO.

- E-13.** RECOMMENDATION: Correct Item E-19 of the April 2, 2012, Agenda, amending the Memorandum of Understanding with Oklahoma Natural Gas to increase the agreement amount.

COST AND FUNDING: Total cost not to exceed \$71,437 (an increase of \$11,906) will be paid from the Classroom Bond Fund, 38-3210-4700-504500-000-000000-000-12-185.

RATIONALE: After submitting a cost estimate, ONG determined that there would be insufficient funding to complete the project. To cover any unforeseen costs that may arise during the relocation, ONG is asking the District to approve increasing the cost estimate.

- E-14.** RECOMMENDATION: Approve Supplemental Schedule No. 31 to Exhibit "A" to the equipment lease purchase agreement dated April 28, 2011, between the School District and J.P. Morgan Chase Bank identifying the purchase of rooftop HVAC units at Washington High School.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate document and the proper officers of the Board of Education be authorized to execute the document on behalf of the District.

RATIONALE: The current HVAC units need to be replaced with more efficient equipment. This is a Qualified School Construction Bond project.

- E-15.** RECOMMENDATION: Approve Supplemental Schedule No. 33 to Exhibit "A" to the equipment lease purchase agreement dated April 28, 2011, between the School District and J.P. Morgan Chase Bank identifying the window replacement project at ECDC Bunche.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate document and the proper officers of the Board of Education be authorized to execute the document on behalf of the District.

RATIONALE: This is a Qualified School Construction Bond project.

- E-16.** RECOMMENDATION: Correct Item E-29 of the March 5, 2012, Agenda to change the funding source for the window placement project at ECDC Bunche.

COST AND FUNDING: Total cost will be \$271,058. The District's obligation under this contract is contingent upon the ability to obtain acceptable lease purchase financing under the federal Qualified School Construction Bond program. The contract includes the vendor's acknowledgment that the contracts will be assigned to the financing lessor prior to a notice to proceed.

RATIONALE: This project qualifies for Qualified School Construction Bond funding.

ITEMS LISTED BELOW SUBMITTED BY THE BOARD OF EDUCATION

Recommendations submitted by Dr. Leigh Goodson

- E-17.** RECOMMENDATION: Name the new Edison Preparatory athletic center the Edison Preparatory Athletic Center (EPAC).

COST AND FUNDING: There is no cost to the District.

RATIONALE: The ad hoc committee met to consider naming the new athletic center at Edison Preparatory School and voted unanimously to recommend naming the athletic center the Edison Preparatory Athletic Center (EPAC). It is direct, to the point, easily understandable, multi-purpose in nature and perpetuates the Edison Preparatory name. The acronym pops to make it easily distinguishable.

F. ACTION AGENDA - Motion and vote on each recommendation

ITEMS LISTED BELOW SUBMITTED BY ASSOCIATE SUPERINTENDENT FOR SECONDARY SCHOOLS, MR. KEVIN BURR

- F-1.** RECOMMENDATION: **Postfact** approval to purchase advanced placement (AP) tests from Advanced Placement Services for tests administered at Washington High School May 1-25, 2012.

COST AND FUNDING: Total cost not to exceed \$54,305 will be paid from Washington's school activity fund #529. Tests are prepaid by students at a cost of \$87 each. Approximately 924 tests will be given.

RATIONALE: Administering the tests provides student with the opportunity to earn college credit, as well as better prepare them for college entrance exams. Washington has administered AP tests for the past 41 years. The item is postfact because of an oversight at the school.

ITEMS LISTED BELOW SUBMITTED BY CHIEF OF STAFF, MS. AMY POLONCHEK

- F-2.** RECOMMENDATION: Enter into a Memorandum of Understanding with Teach For America, Inc. to host a summer institute for Teach For America corps members, wherein corp members in conjunction with Tulsa Public School teachers will provide tuition-free summer instruction to District students.

COST AND FUNDING: Title I costs for stipends were previously approved on the January 3, 2012, Agenda, item E-12. Additional costs not allowable under Title I, not to exceed \$250,000 will be covered by Civic Donor Funds, 11-0844-2340-503200-100-000000-000-05-093-0844.

FURTHER RECOMMEND: The attorneys for the District review and approve the memorandum of understanding and the President of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: The District offers an annual summer education program to its students, and Teach For America conducts an annual summer training program for new corp members in which corp members are trained in pedagogy and teaching strategies and have the opportunity to teach in actual classroom settings. During the summer institute, Teach For America corp members in conjunction with Tulsa Public School teachers will provide tuition-free innovative instruction to District students. The summer institute will mutually benefit the District and Teach For America.

- F-3.** RECOMMENDATION: Amend item E-33 of the July 21, 2011, Agenda to increase the amount for JI Companies, Austin, Texas, to provide third-party workers' compensation administration services for the 2011-2012 school year under the terms and conditions of the Request for Proposal.

COST AND FUNDING: The total amount not to exceed \$275,000 (an increase of \$95,000) will be paid from the General Fund, 11-0000-2575-503300-000-000000-000-04-041.

RATIONALE: This is an estimate and projection of the reoccurring monthly invoices and projected service fees for the remainder of the 2011-2012 fiscal year. The original amount of \$180,000 was an estimate based on 2010-2011 monthly reoccurring expenses only and did not account for the service-based fees provided in the approved contract. As this contract includes service-based fees that fluctuate as services are rendered; which include medical bill review fees, network savings fees and new claim fees the projection previously made is not sufficient to cover remaining obligations. After further review of the previous two fiscal years the total amount paid to JI Companies for these services totaled \$267,000 for fiscal year 2010-2011 and \$259,000 for fiscal year 2009-2010. Consideration for Action will allow for uninterrupted services, payment obligations, and avoid late payments as outlined in the contract.

Recommendations submitted by Chief Information and Operations Officer, Mr. Ben Stout

- F-4.** RECOMMENDATION: **Postfact** approval to rent a portable chiller for Edison Preparatory School from Oklahoma Chiller Corporation, Sand Springs, Oklahoma. PO

COST AND FUNDING: Total cost of \$28,200 will be charged to the Building Fund, 21-0000-2640-504300-000-000000-000-01-002.

REQUISITION NUMBER: 21212947

RATIONALE: Renting this chiller is necessary to provide air conditioning at Edison until the existing unit can be repaired or replaced. Rental for one month is \$14,000 plus delivery, installation and equipment removal. The majority of the school is without air conditioning, making it extremely uncomfortable for students and staff during the final weeks of classes.

G. INFORMATION AGENDA

**ITEMS LISTED BELOW SUBMITTED BY DEPUTY SUPERINTENDENT,
MILLARD HOUSE, II**

- G-1.** RECOMMENDATION: Enter into contract with Catapult Learning West, LLC (Literacy First Process) to provide Literacy First training to K-2 teachers at Gilcrease Elementary School during July 2012.

COST AND FUNDING: Total cost not to exceed \$35,205 will be funded through The Foundation for Tulsa Schools.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: In order to develop a balanced literacy program and accelerate their average yearly progress, Gilcrease Elementary School staff will incorporate Literacy First as the core of instruction in language arts preparing for Common Core curriculum in 2014.

- G-2.** RECOMMENDATION: Purchase wireless network equipment from Presidio Networked Solutions, Greenbelt, Maryland for Kendall-Whittier Elementary School.

COST AND FUNDING: Total cost not to exceed \$33,233 will be paid from the Technology Bond Fund, 38-3120-1000-506530-100-000000-000-07-251.

REQUISITION NUMBER: 11216451

RATIONALE: The technology will be used to support instruction and testing in reading and math to improve academic achievement.

G-3. RECOMMENDATION: Approve the Memorandum of Understanding (MOU) with YMCA GO Club of Tulsa, to provide an extended summer school program for kindergarten through fifth-grade students enrolled at Skelly, Hawthorne, and McClure elementary schools for a total of 200 students for the 2012 summer school session.

COST AND FUNDING: The anticipated cost to the District will include the use of District space at each site and the sharing of data collected for evaluation purposes. The administrator time will be paid through the Summer Institute budget. The YMCA will cover the entire cost to offer the program free to students.

FURTHER RECOMMEND: The attorneys for the school District prepare the appropriate memorandum of understanding and the proper officers of the Board of Education be authorized to execute the memorandum on behalf of the District.

RATIONALE: The District and the YMCA have collaborated to offer GO Club programs for several years. These programs are currently serving students at Gilcrease, McClure and Jackson as an extended day offering. Children who are healthy and feel better about their individual safety and well-being have a better chance to do well in each grade and complete high school. GO Club staff will utilize the CATCH Kids Club after school curriculum. This coordinated approach will help children adopt healthy dietary and physical activity behaviors by positively changing the health environments of recreating programs, schools, and home. The results from this project will help us better understand out of school time programs and the impact on children and their success in school.

ITEMS LISTED BELOW SUBMITTED BY ASSOCIATE SUPERINTENDENT FOR SECONDARY SCHOOLS, MR. KEVIN BURR

- G-4.** RECOMMENDATION: Enter into a contract with The Laurasian Institution (TLI) and Japanese Foundation (JF) to provide J-LEAP (Japanese Language Teaching Assistant Program) for Washington High School during the summers of the 2012 through 2014 academic school years.

COST AND FUNDING: There is no cost to the District.

REQUISITION NUMBER: 41200035

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contracts and the proper officers of the Board of Education be authorized to execute the contracts on behalf of the District.

RATIONALE: J-LEAP was designed through a partnership of JF and TLI for the purpose of serving the needs of United States K-12 educational institutions to strengthen their Japanese language programs. JF and TLI administrators believe that Washington High School have the qualities and qualifications to fulfill these goals.

ITEMS LISTED BELOW SUBMITTED BY ASSISTANT SUPERINTENDENT FOR CURRICULUM AND INSTRUCTION/SPECIAL EDUCATION AND STUDENT SERVICES, MS. VERNA RUFFIN

- G-5.** RECOMMENDATION: Enter into a Memorandum of Understanding with the Tulsa City-County Health Department to present "Making Proud Choices: A Safer-Sex Approach to HIV/STDs and Teen Pregnancy Prevention."

COST AND FUNDING: There is no cost to the District.

RATIONALE: The 13-session voluntary program provides students with the knowledge, confidence, and skills necessary to reduce their risk of contracting sexually transmitted diseases (STDs), the Human Immunodeficiency Virus (HIV), and teen pregnancy. The curriculum is taught by trained educators from the Tulsa City-County Health Department.

ITEMS LISTED BELOW SUBMITTED BY CHIEF OF STAFF, MS. AMY POLONCHEK

G-6. RECOMMENDATION: Renew the current contract with Battelle for Kids (BFK) to provide consultation and services in the following areas.

1. Use and measurement of student value added data to inform instruction and improve teacher effectiveness, including data linkage, strategies, tools, and resources
2. Training and development on the use of value added data
3. Web-based reporting and training services to optimize use of value added
4. Coordinated communications, outreach and community advocacy plan that aligns the various district improvement initiatives including Teacher and Leader effectiveness and performance management
5. Development of cohesive Professional Learning opportunities aligned to the Teacher Leader Effectiveness framework and value added data analysis

COST AND FUNDING: Total cost not to exceed \$460,000 will be paid from the Gates Grant Fund, 11-0843-2340-503200-100-000000-000-05-086-0843 (\$100,000) and from the Civic Donor Grant Fund, 11-0844-2340-503200-100-000000-000-05-093-0844 (\$360,000).

FURTHER RECOMMEND: The single greatest influence on student academic growth is effective teaching, and teachers do best when they are part of a high-performing professional team. As part of the District's continuous improvement plan, a variety of initiatives based on the strategic goals have been implemented. This continued partnership with Battelle for Kids will allow the District to further the work already in progress with regards to performance management, teacher and leader effectiveness, and other areas. Battelle for Kids (BFK) is a nationally recognized education reform nonprofit organization that has successfully supported districts in developing the tools and resources for measuring student growth, evaluating educator effectiveness, developing professional learning to inform and improve teacher practices and other key areas, proven to positively affect student learning.

- G-7.** RECOMMENDATION: Enter into a contract with Employee Evaluation Systems, Inc., Principal Louis and Michael Barlow, to share libraries of model teaching videos to be used for principal and teacher calibration and professional development on the Tulsa Teacher/Leader Effectiveness (TLE) teacher observation and evaluation rubric.

COST AND FUNDING: There is no cost to the District.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contract and the proper officer of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: Employee Evaluation Systems, Inc. is one of the District's authorized trainers of the Tulsa TLE teacher observation and evaluation framework. For purposes of developing a video library as a tool for training and calibrating raters, both Tulsa Public Schools and Employee Evaluation Systems are each producing a set of video exemplars of teacher performance that teachers, principals and trainers can access for professional development purposes. Under the proposed agreement, video exemplars produced by each of the parties during the spring and summer of 2012 will be shared at no cost for purposes of expanding the library of available videos on Tulsa's TLE framework.

- G-8.** RECOMMENDATION: Revise School Board policies as listed.
2210 - Concurrent Enrollment
4405 - Resignations
8102 - Naming Facilities

COST AND FUNDING: There is no cost to the District.

RATIONALE: The revision of policy 4405 gives further clarification regarding who is authorized to accept employee resignations. Revisions to policy 2210 and 8102 clarifies and provides additional criteria.

- G-9.** RECOMMENDATION: Approve position creations/deletions.

RATIONALE: Positions to be effective after Board approval unless otherwise indicated. Funding for each new position listed will originate from and be included in the applicable division/department budget.

- G-10.** RECOMMENDATION: Pay 13 certified staff, to be named, who have received National Board Certification and meet all eligibility requirements but are currently holding non-teaching positions an annual bonus based on funds provided by the District and subject to lawful withholdings.

COST AND FUNDING: Total cost not to exceed \$70,000 will be paid from the General Fund, 11-3120-xxxx-501700-xxx-xxxxxx-xxx-05-xxx.

RATIONALE: These individuals are not eligible to receive bonuses under state funding because they are non-classroom teachers. Historically we have paid a number of non-classroom teachers who held the NBCT certification. Our philosophy has been that the District benefits from their expertise even if they are not teaching in a classroom.

- G-11.** RECOMMENDATION: Pay certified staff, to be named, who meet the State Department of Education criteria and who have received National Board Certification an annual bonus based on funds provided by the State and subject to lawful withholdings. Bonuses are to be paid by the State Department of Education through the District's payroll service.

COST AND FUNDING: There is no cost to the District.

RATIONALE: The Internal Revenue Service (IRS) regulations require that the money be paid through individual districts.

Recommendations submitted by Chief Information and Operations Officer, Mr. Ben Stout

- G-12.** RECOMMENDATION: Purchase temporary personnel services from Pinpoint Personnel, Tulsa, Oklahoma, to assist with requirements of Project Schoolhouse Phase II. PO

COST AND FUNDING: Total cost not to exceed \$90,000 will be charged to the Building Fund, 21-0014-2620-504500-000-000000-000-03-025.

REQUISITION NUMBER: 11219920

RATIONALE: It is necessary to hire temporary labor to work with the Maintenance Department moving furniture, fixed assets and curriculum materials.

G-13. RECOMMENDATION: Rent six 26-foot moving vans with lifts and ramps from Ryder Truck Rental, Inc., Oklahoma City, Oklahoma, to assist with requirements of Project Schoolhouse Phase II, May 21- September 7, 2012.
PO

COST AND FUNDING: Total cost not to exceed \$60,000 will be charged to the Building Fund, 21-0014-2620-504500-000-000000-000-03-025.

REQUISITION NUMBER: 11219917

RATIONALE: These trucks will be used by the Maintenance Department to move furniture, fixed assets and curriculum materials.

G-14. RECOMMENDATION: Purchase waste and refuse removal, hauling and disposal, and recycling services from the most responsive and responsible offeror(s) for the 2012-2013 school year in accordance with specifications outlined in the Request for Proposal (RFP 12019).

COST AND FUNDING: Total cost not to exceed approximately \$400,000 will be charged to the General Fund, 3-11-0000-2620-504230-000-000000-000-01-002. Total amount not to exceed \$35,000 will be charged to the General Fund, 3-11-0000-2620-504230-000-000000-000-XX-XXX.

FURTHER RECOMMEND: The attorney for the School District review and approve the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: Services are necessary for the removal of trash and waste produced at school sites, as well as any unforeseen services that may be required for disposal of refuse related to increased waste at school sites.

ITEMS LISTED BELOW SUBMITTED BY CHIEF FINANCIAL OFFICER, MRS. TRISH WILLIAMS

- G-15.** RECOMMENDATION: Enter into a contract with Practical Parent Education (PPE) to provide professional development for parent facilitators in all Title I schools and to provide a Parents as Leaders workshop for 12 parents as a pilot program during the 2012-2013 school year. PPE services include materials, two days of training, and one year of PPE support services.

COST AND FUNDING: The total cost not to exceed \$48,590 will be paid from the Title I Fund, 11-5118-2194-503200-494-000000-000-05-093-5118.

REQUISITION NUMBER: 41200037

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: The parent educator training is designed to give parent facilitators a comprehensive set of skills which includes strategies for promoting school and community support and an understanding of family systems and ways that lifespan development affects families.

- G-16.** RECOMMENDATION: Enter into a contract with Time Lines, LLC, Oklahoma City, Oklahoma, to provide round trip charter bus transportation for staff (to be named) to attend AVID training in Dallas, Texas, June 19-22, 2012.

COST AND FUNDING: Total cost not to exceed \$5,132.64 will be paid from the Title II A Grant Fund, 11-5410-2573-505820-000-000000-000-05-093-5410.

REQUISITION NUMBER: 41200039

FURTHER RECOMMEND: The attorneys for the School District prepare the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the School District.

RATIONALE: Time Lines will provide round trip transportation for 96 persons to Dallas, Texas, for the AVID Summer Institute training. The price of the bus reduces the cost of transporting personnel significantly.

Recommendations submitted by Director of Bond Projects/Energy Management, Mr. Bob LaBass

- G-17.** RECOMMENDATION: Enter into an agreement with the designers of the projects listed below to participate in the 179D Energy Tax Allocation under the Energy Policy Act for Green Construction, which reduces the carbon footprint.

Education Service Center HVAC Renovation - Allied Engineering & Consultants
Washington Fieldhouse - David Reed Architect & Consultants
Edison Fieldhouse - David Reed Architect & Consultants

COST AND FUNDING: There is no cost to the District.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate agreement and the proper officers of the Board of Education be authorized to execute the agreement on behalf of the District.

RATIONALE: The designers agree to split the tax allocations evenly with the District once all third-party expenses have been paid.

- G-18.** RECOMMENDATION: Purchase band uniforms from Fruhauf, Incorporated for East Central, Edison, Hale, Memorial, McLain, Rogers, Washington, and Webster high schools per the request for proposal. (PO)

COST AND FUNDING: Total cost will not exceed \$350,000. Edison, Hale, and East Central's uniforms will be paid from current bond funds. The remaining sites will be contingent upon the sale of future bonds.

RATIONALE: The purchase of band uniforms is part of the Fine Arts program included in the 2010 bond proposal.

- G-19.** RECOMMENDATION: Increase the contract with Lowry and Hemphill Construction Co., Inc. for the interior improvements at Mayo Demonstration and Professional Development Center at Wilson approved on the April 16, 2012, Agenda. Change Order Number One

COST AND FUNDING: The additional amount not to exceed \$100,000 will be paid from the Classroom Bond Fund, 38-3210-4700-504500-000-000000-000-12-315.

FURTHER RECOMMEND: The attorneys for the School District review and approve the contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: Additional carpet is necessary to complete the renovation project. The District's Maintenance Department will provide the installation.

G-20. RECOMMENDATION: Increase the contract with The Watts Company of the April 16, 2012, Agenda, item E-32, for the renovation of the Cleveland building. Change Order Number One

COST AND FUNDING: The total cost not to exceed \$525,711 (an increase of \$50,000) will be paid from the Classroom Bond Fund, 38-3210-4700-506540-000-000000-000-12-405.

FURTHER RECOMMEND: The attorneys for the School District review and approve the contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: Additional carpet is necessary to complete the renovation project. The District's Maintenance Department will provide the installation.

G-21. RECOMMENDATION: Increase the contract with Nabholz Construction Services for the new cafeteria at Rogers College High School approved on the November 15, 2010, Agenda. Change Order Number One

COST AND FUNDING: The total cost not to exceed \$3,830,184 (an increase of \$119,437) will be paid from the Building Fund, 21-0221-4700-504500-000-000000-000-12-730.

FURTHER RECOMMEND: The attorneys for the School District review and approve the contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: This additional cost will provide a sound barrier around the new HVAC equipment. It will also provide for additional electrical and data to the new lecture halls as part of Phase III of the project.

G-22. RECOMMENDATION: Approve an agreement with Conner Athletic Products, Inc. to purchase weight equipment for the new athletic center at Edison Preparatory School.

COST AND FUNDING: Total cost not to exceed \$59,999 will be paid from Classroom Bond Fund, 38-3210-4700-506540-100-000000-000-12-712.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate agreement and the proper officers of the Board of Education be authorized to execute the agreement on behalf of the District.

RATIONALE: The new athletic center is part of the 2010 bond issue.

G-23. RECOMMENDATION: Enter into a contract with Trigon General Contractors and Construction Managers, Inc., the lowest responsible bidder, for the interior renovations at Roosevelt Elementary School.

COST AND FUNDING: Total cost not to exceed \$375,000 will be paid from the Classroom Bond Fund, 38-3210-4700-504500-000-000000-000-12-101.

FURTHER RECOMMEND: The attorneys for the School District review and approve the contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: As part of Project Schoolhouse II, Teach for America, Indian Education, Project Accept, Tulsa Police Department, and the Psychology Department will be relocated to the Roosevelt facility.

G-24. RECOMMENDATION: Enter into a contract with Best Companies, the lowest responsible bidder, to provide and install lockers at Sequoyah Elementary School.

COST AND FUNDING: Total cost not to exceed \$113,430 will be paid from the Classroom Bond Fund 38-3210-4700-506540-000-000000-000-12-405.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contract and the proper officers of the Board of Education be authorized to execute the contract on behalf of the District.

RATIONALE: The Cleveland building is being renovated to accommodate Sequoyah Elementary School as part of Project Schoolhouse.

G-25. RECOMMENDATION: Pay Graebel Movers, Inc. to relocate and store furniture and other miscellaneous items at Cooper Elementary School.

COST AND FUNDING: Total cost not to exceed \$48,500 will be paid from the Facility Bond, 39-1270-4700-504530-000-000000-000-12-158.

RATIONALE: In order to accommodate work on the new HVAC system, items located in the building must be moved into a storage facility. These items will be returned to Cooper once the HVAC project is complete.

- G-26.** RECOMMENDATION: Correct Item E-21 of the March 15, 2012, Agenda, to change the funding source for the window replacement project at Bell Elementary School.

COST AND FUNDING: Total cost not to exceed \$282,531 will be paid from the Classroom Bond Fund, 38-3210-4700-504500-000-000000-000-12-130.

RATIONALE: In order to accommodate the needs of Project Schoolhouse, at times it is necessary to alter the funding source to provide for the cost of projects.

- G-27.** RECOMMENDATION: Enter into a master agreement with Crossland Construction to provide construction management services on projects approved in the 2010 Bond Proposal to include the Construction management services on the classroom and library addition at Salk Elementary School. (Supplement No. 1)

COST AND FUNDING: Total amount not to exceed \$2,250,000. This cost includes architect fees and a furniture allowance. Construction management fees, including general conditions, will be paid at 10.5 percent of the total cost of construction. This project is contingent upon the successful sale and receipt of 2012B bond funds.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate contracts and the proper officers of the Board of Education be authorized to execute the contracts on behalf of the District.

RATIONALE: Hiring construction managers is necessary to complete projects for the 2010 bond issue.

- G-28.** RECOMMENDATION: Approve Supplement No. 2 to the master agreement with Trigon General Contractors and Construction Managers, Inc. to provide construction management services on the renovation of LaFortune Stadium.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate document and the proper officers of the Board of Education be authorized to execute the document on behalf of the District.

RATIONALE: This project is part of the 2010 bond issue.

- G-29.** RECOMMENDATION: Approve Supplement No. 3 to the master agreement with Vargas Construction Company to provide construction management services on the renovation of the Nimitz building.

FURTHER RECOMMEND: The attorneys for the School District review and approve the appropriate document and the proper officers of the Board of Education be authorized to execute the document on behalf of the District.

RATIONALE: This renovation is part of Project Schoolhouse.

- G-30.** RECOMMENDATION: Approve Supplement No. 7 to the master agreement with Kinslow, Keith, and Todd, Inc. to provide architectural services on the renovation of the Nimitz building.

COST AND FUNDING: Total construction cost of approximately \$3,000,000 is contingent upon the successful sale and receipt of proceeds from the 2012B bonds. The architectural firm will be paid on a floating fee schedule of six percent for projects over \$5,000,000; seven percent on projects between \$1,000,000 and \$4,999,999; and eight percent on projects over under \$1,000,000.

FURTHER RECOMMEND: The attorneys for the School District prepare the appropriate document and the proper officers of the Board of Education be authorized to execute the document on behalf of the District.

RATIONALE: Employing architects is required on construction projects by law in the State of Oklahoma. this project is part of the 2010 bond proposal.

- G-31.** RECOMMENDATION: Approve Supplement No. 8 to the master agreement with Kinslow, Keith, and Todd, Inc. to provide architectural services on the classroom and library additions at Salk Elementary School.

COST AND FUNDING: Total construction cost of approximately \$2,250,000 is contingent upon the successful sale and receipt of proceeds from the 2012B bonds. The architectural firm will be paid on a floating fee schedule of six percent for projects over \$5,000,000; seven percent on projects between \$1,000,000 and \$4,999,999; and eight percent on projects over under \$1,000,000.

FURTHER RECOMMEND: The attorneys for the School District prepare the appropriate document and the proper officers of the Board of Education be authorized to execute the document on behalf of the District.

RATIONALE: Employing architects is required on construction projects by law in the State of Oklahoma. This project is part of the 2010 bond proposal.

SUPPORTING INFORMATION

CONSENT ITEM E-7

POSITION CREATIONS/DELETIONS

Administrative/Certificated:

Create:

<u>Position</u>	<u>Salary/Grade</u>	<u>Duties</u>
Assistant Director of Athletics for Compliance -ESC/ Athletics Annual Budget Impact: \$ 66,500 min. – \$ 99,700 max. <i>Funding Source:</i> 2-11-0000-50-2490-000-0000-109-16-068	BL-6 12 Months	Work closely with the Superintendent, Associate Superintendent for Secondary Schools, athletics conferences and the Oklahoma Secondary Schools Activities Association. Apprise the Superintendent, Associate Superintendent and the Director of Athletics of the progress and the issues related to maintaining institutional compliance and control with the District and OSSAA rules, regulations and bylaws as well as reporting the discovery of any and all violations of those rules to the Associate Superintendent and the Director of Athletics. Assist the Director of Athletics in developing departmental procedures that will ensure rule notification and compliance and facilitate ongoing monitoring efforts. Serve as an administrative staff member of the Department of Athletics, attending administrative, individual sport and departmental staff meetings as deemed necessary by the Director of Athletics and/or the Associate Superintendent. Evaluate athletics coaching staff as assigned by the Director of Athletics. Serve as the primary resource person for the school district on athletics related rules, regulations, policies and procedures. Coordinate the review, modification and the development of all school district policies and procedures for identifying, investigating, reporting and responding to rules violations. Coordinate equipment and facilities with the Office of Facilities Management. Coordinate outdoor venue operations, playoff game day operations and special events. Other duties assigned by the Director of Athletics, the Associate Superintendent or the Superintendent.

Delete:

<u>Position</u>	<u>Salary/Grade</u>	<u>Duties</u>
Assistant Director of Athletics and Activities - ESC/Athletics Annual Budget Impact: \$ 66,500 min. – \$ 99,700 max	BL-6 12 Months	Oversee the District's athletic program, physical education and health program. Schedule activities and coordinate usage of all facilities in coordination with the District's athletic schedules. Update TPS athletic website with all schedules and pertinent information. Address all disputes, protests, conflicts and incident reports for athletic issues.

Funding Source:
2-11-0000-50-2490-000-
0000-109-16-068

Support:

Create:

<u>Position</u>	<u>Salary/Grade</u>	<u>Duties</u>
Requisition Technician and Inventory Assistant –Child Nutrition Services Annual Budget Impact: \$ 19,988 min. – \$ 26,603 max.	CA-5 \$ 9.61/hr. to \$12.79/hr. 12 Months	Enter all department requisitions. Maintain purchase orders, process invoices and accounts for purchase order balances. Make budget transfers. Update vendors in Munis. Review grocery orders for school sites and release them for distribution. Make corrections/adjustment to site grocery orders before export into Munis. Maintain inventory in Munis. Notify Inventory Control Manager of shortages. Assist Inventory Control Manager with bid openings, assimilating bid openings and product testing. Other Inventory related duties as assigned. Establish and maintain rapport with the warehouse personnel and Purchasing personnel. Submit proposed annual budget with assistance of Child Nutrition Director.

Funding Source:
2-22-3850-50-3120-000-
000-0000-609-03-053

Delete:

<u>Position</u>	<u>Salary/Grade</u>	<u>Duties</u>
Data Entry Clerk –Child Nutrition Services	CA-4 \$ 9.21/hr. to \$12.20/hr.	Enter grocery data into Walker. Make substitutions for product shortages. Inform inventory clerk of product shortages and also excess inventory products. Assist inventory control clerk with bid openings, assimilating bid information and product testing. Other duties as assigned.
Annual Budget Impact: \$ 13,704 min. – \$ 18,153 max.	186 days	

Funding Source:
2-22-3850-50-3120-000-
000-0000-609-03-053

SUPPORTING INFORMATION

CONSENT ITEM E-8

ROUTINE STAFFING ITEMS

ELECTIONS

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Certificated/Administrative:				
North, Vicky	4/30/12	B-4	\$ 3,136.36	Teacher-Disney/Grade 6 Rate: \$34,500.00 Return from leave.
Walton, Sherrie	5/07/12	M-14	2,575.38	Teacher-Academy Central/ Grade 6 Rate: \$41,206.00 Return from leave.
Support (Hourly):				
Arreola, Marco	4/30/12 6/30/12	MT-5	\$ 10.47	Head Custodian-Marshall Return from leave.
Crump, Deborah	4/30/12 6/30/12	MT-3	8.81	Custodian-Plant Operations
Davis, Maurcus	3/26/12 5/24/12	IS-6	10.81	Teacher Assistant (TA)- Grissom
Duran, Maria	4/27/12 5/24/12	MT-1	8.36	Child Nutrition Services (CNS) Assistant-Rogers
Fune, Amparo	4/30/12 6/30/12	MT-3	8.81 .44	Custodian-Plant Operations Shift differential
Jones, Timothy	5/08/12 6/30/12	TS-9	19.76	Investigator-ESC/ Campus Police
Reyes De Laguna, Issis	4/27/12 5/24/12	MT-1	8.36	CNS Assistant-Disney
Walker, Veo	4/30/12 6/30/12	MT-3	8.81 .44	Custodian-Tulsa Met Middle Shift differential

ADJUSTMENTS

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Certificated/Administrative:					
Carter, Cheryl	Assistant Principal-Rogers EL-3	5/01/12	\$ 67,461.00	\$ 81,806.00	Principal-TRAICE Academy EL-5
Cloud, Gilbert	Interim Director of Secondary School Student Activities and Athletics EL-6	5/22/12	81,000.00	81,000.00	Director of Secondary School Student Activities and Athletics EL-6
Lewis, Barbara	Teacher-McLain/ Biology M-10	8/17/11	38,326.00	39,444.00	M30-10
Ritchie, Mary	Teacher-Lanier/ Grade 3 M30-4	8/15/12	36,694.00	37,825.00	M60-4
Stinson-Hoxie, Beatrice	Teacher- Washington/ English B-17	1/04/12	42,220.00	42,220.00	M-17
Support (Hourly):					
Cowan, Dallas	Bus Driver MT-6 6hrs/day	4/23/12 5/24/12	\$ 11.04	\$ 11.04	Bus Driver MT-6 8hrs/day
Lovell, Clifford	Bus Driver MT-6	4/23/12 5/24/12	11.86	11.86 .15	Bus Driver Lead Stipend
Nichols, Karen	Clerk-Hale Jr. High CA-8 200 days	3/05/12 6/30/12	12.80	12.80	Principal's Secretary- Hale CA-8 12 months
Schibbelhut, Victor	Brick Mason- Maintenance MT-13	7/01/11 6/30/12	16.81	17.29	Add career increment MT-13 1-CI
Welch, Misti	Campus Police Officer-ESC/ Campus Police TS-9	7/05/12 6/30/13	15.90	15.90	GREAT Instructor- ESC/Campus Police TS-9

LEAVES OF ABSENCE

Name	Effective Date	Assignment	Reason
Certificated/Administrative:			
Ferguson, Haven	2012-2013	Principal-Wright	Child Care
Harrell, Jane L.	2012-2013	Manager, General Accounting-ESC/Accounting	Personal illness
Hill, Lorie	4/18/12	Teacher-Hale Jr. High/ Special Education	Personal illness
Murray, Jessica	4/30/12	Teacher-Jackson/Grade 3	Maternity
Parker, Pamela	5/07/12	CNS Manager I-Carnegie	Maternity
Rabovsky, Renee	5/07/12	Teacher-Edison/Math	Maternity
Stockley, Lynn	2012-2013	Counselor-Washington	TCTA President
Winegarten, Kathee	5/01/12	Teacher-East Central Jr. High/Special Education	FMLA
Support (Hourly):			
Ghaziosharif, Siavash	4/26/12	Electronics Foreperson- Maintenance	FMLA
Nash, Dianna	3/28/12	Bus Assistant-Transportation	Personal illness
Thomas, Paul	4/16/12	Grounds Journeyperson- Maintenance	Personal illness
Thompson, Dalena	5/04/12	Custodian-Owen	Personal illness
Williams, Renita	3/16/12	Bus Driver	Personal illness
Wilson, Russell	4/26/12	Sheet Metal Craftsperson- Maintenance	Personal illness

RESIGNATIONS

Name	Effective Date	Assignment
Certificated/Administrative:		
Anderson, Jackie	5/19/12	Teacher-Burroughs/Grade 1
Bomer, Canon	5/31/12	Teacher-Key/Grade 2
Boyle, Kathryn	6/01/12	Teacher-Hale Jr. High/Special Education
Chambers, Donna	5/21/12	Teacher-Memorial Jr. High/Special Education
Chase, Kassidie	5/21/12	Teacher-Sequoyah/Grade 1
Clegg, Lane	5/21/12	Teacher-Hamilton/Kindergarten
DeGuzman, Joseph	5/21/12	Teacher-Jackson/Grade 6
Duininck, Andrew	6/01/12	Teacher-Bell/Grade 4
Duvall, Amanda	6/01/12	Teacher-Wright/Grade 4
Emery, Alyssa	5/21/12	Teacher-Greeley/Special Education
Foster, Carissa	5/21/12	Teacher-Lee/Grade 3
French, Carolyn	5/21/12	Teacher-Celia Clinton/Grade 3
Freudenheim, Mark	5/21/12	SIG Technology Coach-East Central
Gilgenbach, Elizabeth	8/01/12	Teacher-Hale Jr. High/Special Education
Giovanelli, Alison	5/21/12	Teacher-McClure/Kindergarten
Gress, Matthew	5/25/12	Teacher-Central/English
Hamilton, Cassie	5/21/12	Teacher-Hoover/Grade 5
Hargrove, Theresa	5/21/12	Teacher-Grissom/Kindergarten
Holmes, Dawn	5/21/12	Counselor-Remington
Holmes, Molly	5/21/12	Teacher-Celia Clinton/Grade 5
Kruse, Brandon	5/21/12	Teacher-Central/Science
Lawson, Linda	7/02/12	Counselor-Kendall Whittier
Lewis, Kiah	5/21/12	Teacher-Hale Jr. High/Special Education

RESIGNATIONS - Continued

Name	Effective Date	Assignment
Marzett, Donterrio	6/06/12	Teacher-KIPP/Music
Mikel, Myrtha	4/07/12	Counselor-Hoover
Reynolds, Allison	7/17/12	Teacher-Celia Clinton/Grade 1
Shimada, Jennifer	5/25/12	Teacher-Hamilton/Grade 5
Shook, Sarah	5/21/12	Teacher-Mitchell/ELL
Strauser, Laura	7/31/12	Teacher-Bell/Grade 5
Walker, Andrea	6/06/12	Teacher-KIPP/Special Education
Warren, Kyle	5/21/12	Teacher-Celia Clinton/Grade 5
<u>Rescind:</u>		
Smith, Richard	5/21/12	Teacher-McLain/Special Education
Support (Hourly):		
Caine, Donovan	4/27/12	TA-Walt Whitman
Chester, Allie	4/27/12	Paraprofessional-Clinton
Coutler, David	4/19/12	Bus Driver
Garrett, Ruby	5/04/12	Clerk-Edison
Gill, Virginie	5/24/12	TA-Eisenhower
Gilligan, Amanda	3/30/12	TA, Clerk-Emerson
Gonzales De Cervantes, Jesus	4/23/12	Assistant CNS Manager-Washington
Haumpy, Stephen	5/17/12	Campus Police Officer-ESC/Campus Police
Lawson, Anthony	4/30/12	Bus Driver
Miller, LaRoyce	5/02/12	Custodian-McLain
Najera, Leopoldo	4/30/12	Custodian-Rogers
Nickols, Mike	5/03/12	Locksmith-Maintenance

RESIGNATIONS - Continued

Name	Effective Date	Assignment
Payne, LaJuania	4/25/12	TA-Burroughs
Rowe, Thurman	4/27/12	Bus Driver
Suarez Ortiz, Jaime	5/24/12	TA-Skelly
White, Susan	4/25/12	TA-Celia Clinton
Williams, Shantay	5/01/12	CNS Cook I – Frost

RETIREMENTS

Name	Effective Date	Assignment
Certificated/Administrative:		
Hines, Jonathan	8/01/12	Assistant Principal-Clinton
Kees, Steven	6/01/12	Teacher-Wright/Grade 5
Linton, Patricia	6/01/12	Librarian-Owen
Thomas, Deborah	6/01/12	Teacher-Bell/Special Education
Support (Hourly):		
Mullins, Frank	5/25/12	CNS Assistant-Anderson

TERMINATIONS

Name	Effective Date	Assignment
Support (Hourly):		
Fuselier, Kennard	4/27/12	TA-McKinley
McDowell, Laurie	6/30/12	Para Teacher-Thoreau
Welch, Sandi	4/27/12	TA-Park

DECEASED

Name	Effective Date	Assignment
Support:		
Sexton, Michelle	4/29/12	Clerk on Special Assignment-ESC/Human Capital

SUBSTITUTE AND TEMPORARY ELECTIONS

Clerks

Bell, Sandra
Cudjo, Sheerondon
Davis, Cynthia
Geurin, Sandra
Jordan, Sheree
Nunn, Cathy
Oliver, Tonya
Pearson, Renetta
Roberts, Ilsa
Wiley-Mahoney, Donna
Yingst, Kathy

Campus Police Officer

Haumpy, Stephen

Teacher Assistant

Duke, Charlottie
Kelley, Jacqueline

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES

Campus Police Extra Duties - 11-0844-2660-501800-000-000000-000-05-093

Pay campus police staff, to be named, @ their current hourly rate (total not to exceed \$10,973) to work at each of the 3 secondary summer school sites.

Before/After School Tutoring Title I -11-5118-1000-501700-494-000000-05-000-xxx-5118 11-5118-1000-501800-494-000000-05-000-xxx-5118

Pay certified staff, to be named @ \$23/hr. and support staff, to be named @ their current hourly rate (total not to exceed amount budgeted in each site 5118 budget) to provide before/after school academic tutoring in allowable content areas outside of contract hours during the 2012-2013 school year.

Instructional Media & Library Services - 11-0000-2220-501700-000-000000-000-06-069

Pay certified library media specialists, to be named @ \$23/hr. (total not to exceed \$2,900) to write, development, and organize internet safety & information literacy curriculum materials as part of the transition to Common Core from May 23, 2012 – June 29, 2012.

Linkage - 11-0844-2213-501700-000-000000-000-05-093

Pay certified staff, to be named, a one-time extra-duty stipend of \$100 (total not to exceed a \$6,000) for providing training and technical support to teachers and principals to complete the data linkage process.

Medication Administration Training - 11-0844-2213-501800-000-000000-000-05-093

Pay school nurse staff, to be named, @ their current rate of pay equal to 5 hours (total not to exceed \$300) to conduct diabetes medication administration training and other related training to summer school support staff.

Memorial Extra Duties – School Activity Fund #520

Pay Susan Hollingsworth, certificated staff @ \$20/hr. (total not to exceed \$240) to provide adult tutoring in English as an outreach program during the 2011-2012 school year.

Nathan Hale Extra Duties – School Activity Fund #519

Pay Michael Green, support staff a \$800 stipend (total not to exceed \$800) to assist school staff in monitoring in ED Classroom during the 2011 – 2012 school year.

Parental Involvement Activities Title I - 11-5118-2194-501700-494-000000-05-000-xxx-5118 11-5118-2194-501800-494-000000-05-000-xxx-5118

Pay certified staff to be named @ \$18/hr. and support staff, to be named @ their current hourly rate (total not to exceed amount budgeted in each site 5118 budget) to participate in parent events and make home visits with parents to better serve students during the 2012-2013 school year.

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES – Continued

Professional Development -Title I - 11-5118-2213-501700-494-000000-05-000-xxx-5118
11-5118-2213-501800-494-000000-05-000-xxx-5118

Pay certified instructional staff, to be named @ \$18/hr. and support staff, to be named @ their current rate of pay (total not to exceed amount budgeted in each site 5118 budget) to attend professional development in allowable areas during the 2012-2013 school year.

Professional Development - Title I - 11-5118-2573-501700-494-000000-000-05-xxx-5118
11-5118-2573-501800-494-000000-05-000-xxx-5118

Pay certified noninstructional staff, to be named @ \$23/hr. and support staff, to be named @ their current rate of pay (total not to exceed amount budgeted in each site 5118 budget) to provide professional development in allowable areas during the 2012-2013 school year.

Summer Internships - 11-0844-2340-501700-000-000000-000-05-093

Pay certified staff, to be named @ \$13/hr. (total not to exceed a \$35,000) for summer work performed as interns for several ESC departments.

Summer School - 11-0844-2490-501700-000-000000-000-05-093

Pay certified administrators, to be named @ their current rate of pay (total not to exceed \$34,290) to work as site administrators at each of the 9 summer school sites.

Summer School Clerks - 11-0844-2340-501800-000-000000-000-05-093

Pay support staff, to be named @ \$10/hr. (total not to exceed \$21,082) to work as site clerks at each of the 9 summer school sites

TFA Summer Institute - 11-5118-2210-501700-494-000000-210-05-093-5118

Pay certified teachers, to be named @ \$23/hr. (total not to exceed \$300,150.00) to serve as Faculty Advisors who will be responsible for supervision of two classrooms and mentoring/coaching of up to eight Teach for America Corps Members during the 2012-2013 school year.

TRAICE Extra Duties – School Activity Fund #519

Pay Jamar Louie, support staff a \$500 stipend (total not to exceed \$500) to provide coverage in placing and monitoring students for TRAICE Satellite during the 2011-2012 school year.

Virtual Summer School – 11-0100-1000-5001700-100-000000-210-07-643

Pay certified staff, to be named @ \$200/student taught (total amount not to exceed \$35,000) to teach summer school June 4, 2012 – August 3, 2012.

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES – Continued

Extended Contract Days Food Service - 22-3850-3120-301210-000-000000-953-03-053

Support staff, listed below, @ the hourly rates listed below, to work extended contract days at Porter Elementary due to the site remaining open to accommodate students from Continuous Learning School, Eugene Field May 22, 2012 – June 8, 2012

Assistant Manager @ \$10.57

Farr, Lisa

Café Assistant @ \$ 8.84

Rollins, Doris

Extended Contract Days - 11-0000-xxxx-501210-000-000000-xxx-07-xxx

Support staff, listed below @ their current hourly rate of pay to work Extended contract days at Porter Elementary due to the site remaining open to accommodate students from Continuous Learning School, Eugene Field May 22, 2012 – June 8, 2012

Principal's Secretary

Johnson, Tracy

Health Assistant

Walls, Ladona

Library Assistant

Horn, Carolyn

CORRECTIONS TO PREVIOUSLY APPROVED ITEMS

February 21, 2012 Agenda, page 45 - Correct effective date.

Adjustments

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Smietanski, Rhoda	Interpreter V- ESC/Edison IS-NS	4/15/11 5/24/12	31.32	35.95	Interpreter Nationally Certified

May 7, 2012 Agenda, page 31 – Correct effective dates.

Retirements

Name	Effective Date	Assignment
------	-------------------	------------

Certificated/Administrative:

Buffington, John	6/29/12	Supervisor-ESC/Printing, Mail Services
Hemm, Cindi	6/29/12	Principal-Eugene Field

May 7, 2012 Agenda, page 34 and 36 – Correct effective dates.

Resignations

Name	Effective Date	Assignment
------	-------------------	------------

Certificated/Administrative:

McKenzie, Ashley	6/08/12	Teacher-Kendall Whittier/Grade 5
Meek, Chelsea	6/08/12	Teacher-Kendall Whittier/Grade 5
Maxwell, Elizabeth	6/01/12	Librarian-East Central Jr. High

Support (Hourly):

Guerrero De Limeli, Eveli	6/29/11	CNS Assistant-Disney
Merritt, Marquita	6/29/11	CNS Assistant-Penn

SUPPORTING INFORMATION

INFORMATION ITEM G-8

POLICIES/REGULATIONS

TULSA PUBLIC SCHOOLS

Policy 2210

CONCURRENT ENROLLMENT

PURPOSE: To provide for students to enroll concurrently in high school and in an area college or university for both high school and college credit.

- Eleventh-grade or twelfth-grade students who meet the Oklahoma State Regents for Higher Education enrollment guidelines may be admitted to a college or university in the Oklahoma State System of Higher Education as special students.
- Students may enroll in college courses to meet minimum high school graduation requirements. Courses approved for concurrent enrollment shall be reflected on the high school transcript.
- Concurrently enrolled students who elect to withdraw from or drop a college course prior to the completion of the semester must return to full time enrollment in their high school. The withdrawal grade will be reflected on the high school transcript as issued by the participating college or university. Students who have not completed the course requirements of any replacement course(s) will be subject to the TPS attendance policy for determination of a letter grade and credit. .
- High school students concurrently enrolled in college courses taken for high school credit may continue concurrent enrollment in subsequent semesters if they achieve a college cumulative grade point average of 2.0 or above on a 4.0 scale.
- Students who meet the requirements for concurrent enrollment shall not be prohibited from participating in the program.

The superintendent or designee will develop and publish approved courses, information, and materials explaining the requirements, features, and opportunities for concurrent enrollment prior to each year, in accordance with applicable law and this policy.

Adopted: April 2007

Revised: January 2010

RESIGNATIONS

PURPOSE: To require employees to give notice of resignation.

Resignations are irrevocable when submitted and may be accepted or rejected by the Superintendent or designee at any time.

Issued (as regulation): November 1982

Adopted (as policy): February 2005

NAMING FACILITIES

PURPOSE: To establish a process for naming a District facility, or a portion of a facility and establish a process for formal recognition for a District facility or a portion of a facility.

Facility – For the purpose of this policy “facility” refers to a District-owned site, school or a portion of a school or site. Examples of a portion of a facility may include, but not be limited to, auditoriums, theaters, conference areas, cafeterias, media centers/libraries, gymnasiums, athletic fields/structures, etc.

Formal Recognition – For the purpose of this policy will include, but not be limited to, plaques, statues, and signs.

The naming or renaming of a facility must be approved by the Board of Education. In addition, the Board must approve all decisions relative to formal recognition plaques or other forms of formal recognition for the donation of real property, equipment, or furnishings by private sources, including those items acquired by the District from donated funds.

The Board of Education recognizes that the name selected for a facility is a vital factor in the public image of the school system and the community. Naming a facility is an important matter that deserves thoughtful attention. The selection of a facility namesake is intended to be the highest honor bestowed upon an individual, corporation, foundation, organization or entity that has made an everlasting impact on the community.

In cases when facilities are named after individuals, the credentials, character and reputation of each individual for whom the facility is to be named shall be carefully scrutinized and evaluated. The Board expects discretion of the highest caliber to be exercised in such deliberations. Personal prejudice, favoritism, political pressure, or temporary popularity should not be an influence in choosing a name. Highest consideration should be given to a name with educational significance or inspiration. Recognizing that the ethnic and cultural composition of a local school community will change, the name selected should have broad acceptance in a multicultural society.

Names selected for facilities or for formal recognition should reflect substantial achievements of extraordinary and lasting distinction. Except for compelling reasons, names to be considered shall be persons who are deceased. When unusual circumstances or compelling reasons prevail, facilities may be named for a living person who had a positive, direct, substantial and active association with the District. District facilities will not be named after a current employee of the District or an elected official while serving in office. A new facility that replaces an existing facility on the same or on a different site will be given the name of the school facility it replaces. To move an existing school or program from one site to another, the name of the school or site will follow that move unless the Board and Superintendent recommend otherwise.

The following criteria may be considered in recommending and adopting names for facilities or for formal recognition.

- a. To honor a person, foundation, corporation, organization or other entity that has made a significant contribution or given outstanding service to the District, the city, the nation, or society.
- b. To recognize the geographic section of the city in which the facility is located.
- c. To recognize the academic theme of the school, or the function of the facility in the case of non-instructional facilities.

Nominations must be made in writing. Any person or group who wishes to recommend a name for a facility or for formal recognition must present the request to the Superintendent accompanied by supporting documentation. Once a request has been made, the Board President will appoint an ad hoc advisory committee that will be chaired by the Board member who represents the district in which the facility is located. This committee will be comprised of members representing the diversity of the community and will include, but not be limited to, the following:

- A Board member who represents the district in which the facility is located
- An administrative employee of the District representing facilities
- A teacher currently employed by the District
- A parent with at least one child currently enrolled in the District
- An alumnus of the affected school/facility
- A student currently attending the affected school/facility

The committee will review nomination requests and seek community input prior to a recommendation to the Board of Education.

The Board of Education may, at any time, consider action to rescind an approved name of a facility or formal recognition. Sufficient cause to rescind the name of a facility or portion thereof exists when, as determined by the Board, the individual, corporation, foundation, or entity for which the facility is named has been convicted of a felony, engages in acts involving moral turpitude, has engaged in behavior which has brought the name of the individual, corporation, foundation, or entity into ill repute for any reason.

Adopted: August 1998
Revised: June 2007

Page 2 of 2

SUPPORTING INFORMATION

INFORMATION ITEM G-9

POSITION CREATIONS/DELETIONS

Administrative/Certificated

Create:

Position	Salary/Grade	Duties
TPS Fellow - ESC/ Superintendent <i>Annual Budget Impact:</i> \$ 68,100 min. – \$ 98,100 max.	BL-10 12 Months	Lead major projects working with teams of professionals with experience in Human Capital, Operations, Finance, Strategic Planning and other critical school business areas. Work in close collaboration with district level managers.

Funding Source:
 Position to be funded entirely by outside source.

Support

Create:

Position	Salary/Grade	Duties
Human Capital Finisher I-ESC/ Human Capital <i>Annual Budget Impact:</i> \$24,045 min. – \$32,282 max.	CA-9 \$11.56/hr. to \$15.52/hr. 12 Months	Assist in all human capital functions to finalize personnel transactions relating to transfers, trims and new teachers or supporting services employment. Ensure personnel files are maintained current and complete to provide timely and accurate information to authorized internal and external customers. Create and issue identification badges for all District employees. Take and submit fingerprints of all District employees and maintain records of the results.

Funding Source:
 11-0000-2572-501210-
 000-000000-337-04-041

Delete:

Position	Salary/Grade	Duties
ID Specialist- ESC/Campus Police <i>Annual Budget Impact:</i> \$24,045 min. – \$32,282 max.	CA-9 \$11.56/hr. to \$15.52/hr. 12 Months	Coordinate employee fingerprint system for new employees and as directed by the State Department of Education. Assist in the completion of fingerprint cards, computer scans and in the record keeping associated with this program. Review and file all Safe School Plans, REMS Grant programs, TRACIS Crime Reports, Ban Letters, Suspension/Termination letters served, and any other appropriate or associated filing or clerical duties as may be deemed necessary by the Chief of Police for Tulsa Public Schools.

Funding Source:
 11-0000-2660-501210-
 000-000000-961-10-049