



AGENDA

Regular Meeting of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **Monday, June 4, 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.

D. Approve minutes of previous meeting of the Board of Education.

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

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 18, 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 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.

- E-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.

- E-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 elementary schools 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

- E-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.

- E-5.** RECOMMENDATION: Approve the Will Rogers High School's girls' basketball team to travel to Fayetteville, Arkansas, for the University of Arkansas team camp, June 6-8, 2012.

COST AND FUNDING: Total cost not to exceed \$1,200 will be paid from Rogers' school activity fund #540.

RATIONALE: A competitive team camp offers the opportunity to compete against teams and also gives student athletes a chance to spend time on an NCAA campus.

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

- E-6.** RECOMMENDATION: Renew the contract with the Oklahoma Department of Rehabilitation Services (DRS) to provide a transition school-to-work program for students with disabilities for the 2012-2013 school year.

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

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

RATIONALE: A major component of the transition school-to-work program is work-readiness training and work experience. The work experience can be provided through work adjustment training or the two types of work study. School work study is supervised or closely monitored by school personnel and the school pays the stipend with DRS making reimbursement to the school for that payment. Employer work study is employment experience in a part-time job in the community with the employer paying the salary. In both cases, the student is given school credit and important guidance and instructional help is given around the work experience.

- E-7.** 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

E-8. 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 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 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.

- E-9.** 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.

- E-10.** 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.

- E-11.** 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 the District has paid a number of non-classroom teachers who held the certification. Our philosophy has been that the District benefits from their expertise even if they are not teaching in a classroom.

- E-12.** 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.

- E-13.** 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-14.** 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-15.** 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.

- E-16.** RECOMMENDATION: Enter into a contract for the purchase of waste and refuse removal, hauling and disposal, services from Republic Services, Tulsa, Oklahoma, and engage recycling services from AbiBow, Tulsa, Oklahoma, 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 \$258,195 will be charged to the Building Fund, 21-0000-2620-504230-000-000000-000-01-002. Total amount not to exceed \$35,000 will also be charged to the Building Fund, 21-0000-2620-504230-000-000000-01-002, when unforeseen services are required for disposal of increased waste at school sites (\$195 per haul).

REQUISITION NUMBER: 41300006 (Republic Services) and 41300007 (AbiBow)

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: These services are necessary for the removal of trash and waste produced at District sites. The contract will result in an immediate reduction of \$169,445 from the existing contract. Recycling services, classroom bins for implementation and promotional materials are provided by AbiBow at no cost to the District. This recommendation will reduce expenses for waste hauling and disposal, increase recycling activities Districtwide and create revenue for the schools.

- E-17.** 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.

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

- E-18.** 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.

E-19. 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

E-20. 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.

- E-21.** 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 not to exceed \$350,000 for 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.

- E-22.** RECOMMENDATION: Increase the contract with Lowry and Hemphill Construction Co., Inc. for the interior improvements at Mayo Demonstration and Professional Development Center at the Wilson site approved on the April 16, 2012, Agenda. Change Order Number One

COST AND FUNDING: The additional amount not to exceed \$169,539 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.

- E-23.** 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 \$64,000) 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.

E-24. 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.

E-25. 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, the Tulsa Police Department, and the Psychology Department will be relocated to the Roosevelt facility.

E-26. 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.

- E-27.** 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 Fund, 21-0221-4700-504530-000-000000-000-12-158.

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.

- E-28.** 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 Building Bond Fund, 21-0221-4700-504500-000-000000-000-12-130.

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.

- E-29.** 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.

- E-30.** 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.

- E-31.** 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.

- E-32.** 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 by law on construction projects in the State of Oklahoma. This project is part of the 2010 bond proposal.

E-33. 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 by law on construction projects in the State of Oklahoma. This project is part of the 2010 bond proposal.

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 for 13 McLain High School students to travel to Dallas, Texas, May 11 - 12, 2012, to visit the American Airlines training facility and headquarters.

COST AND FUNDING: There was no cost to the District. Mr. Paul Taylor (McLain alumni and American Airlines employee) and the McLain Foundation sponsored the trip.

RATIONALE: This trip was a great opportunity for the students to visit the American Airlines training facility and headquarters in Dallas/Fort Worth. Unfortunately there was not enough time to submit the item in time for Board approval; however, the school did obtain approval for the trip from the Secondary School office.

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

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

F-2. RECOMMENDATION: Enter into a service contract with Life Time Fitness Club Operations Company, Inc., Tulsa, OK, June 6 - 30, 2012, District transportation department to provide busing of students to various camps and field trips sponsored by Life Time Fitness Club Operations Company, Inc.

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

REQUISITION NUMBER: 41300008

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

RATIONALE: District transportation department will bus students to various camps and field trips during the month of June. The estimated revenue to the District during this time is approximately \$4,500. This item is postfact due to a policy change. This new procedure for leasing buses for transportation to outside agencies will be similar to the current process of leasing facilities to outside agencies.

F-3. RECOMMENDATION: **Postfact** approval to enter into a service contract with the sole source vendor, Thor Guard, Inc., Sunrise, Florida, to provide software support and data resources for the Thor Guard Integrated Lightning Prediction and Warning system that is currently operating within the District.

COST AND FUNDING: Total cost not to exceed \$5,500 will be charged to the Building Fund, 21-0000-2660-504300-000-000000-000-17-049.

REQUISITION NUMBER: 41200040

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 is the first renewal of an annual subscription, December 2011-December 2012, renewing a license to use software associated with the lightning warning system that provides 30 minutes advance notification of potential lightning threats via email. This software supports the Thor Guard system that was approved by the Board for purchase on the September 7, 2010, Agenda, item E-13. It was determined during review of the renewal that the subscription falls within the terms of a service contract/agreement. Due to this change and a need to not interrupt public safety services the item has been submitted as postfact.

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

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

F-4. RECOMMENDATION: Purchase a 400-ton chiller from Trane Company for Edison Preparatory School.

COST AND FUNDING: Total cost not to exceed \$165,013 will be paid from the Building Fund, 21-0000-2630-504300-000-000000-000-03-025.

REQUISITION NUMBER: 11220894

RATIONALE: The existing chiller is not operational. This purchase is necessary to provide air conditioning to the middle and high school. A rental unit, approved on the May 21, 2012, Agenda, item F-4, has been providing cooling at the school. It is necessary to expedite the order to ensure that the unit is installed prior to the start of school.

ITEMS LISTED BELOW SUBMITTED BY THE BOARD OF EDUCATION

- F-5.** RECOMMENDATION: Accept the resignation of Ms. Oma Jean Copeland, Board of Education member representing Election District Number 2, to be effective immediately and to declare such office to be vacant.

FURTHER RECOMMEND: The Board of Education receive written applications until a date certain, to be set by the Board at this meeting, from qualified persons applying for appointment by the Board of Education to the vacant position created by Ms. Copeland's resignation, to serve for the balance of her term expiring in February 2013.

G. INFORMATION AGENDA

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

- G-1.** RECOMMENDATION: Allow Tulsa School of Arts and Sciences, Inc. (TSAS) to make certain interior and exterior improvements at TSAS's sole cost and expense to the Barnard building site.

COST AND FUNDING: There is cost to the District.

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, if needed.

RATIONALE: TSAS has a signed lease contract that will go into effect on July 1, 2012. As this site has been traditionally used for elementary students, there are several improvements that need to be made in order for it to be ready for high school students. This list includes the following.

Patching of asphalt and potential new asphalt to gain parking spaces on the Northeast corner of the building, where the playground currently stands.

Room 4- Gas, water, and sewage plumbing and electrical installation in the science laboratory in the downstairs section of the building; and replacement of tiles.

Room 2W- Installation of sinks with water and sewage to create a Biology room and tile flooring.

Room 3E- Water and sewage plumbing, electrical installation, and drywall walls to create a darkroom; and tile flooring.

Room 3W- Drywall installation, electrical, data and phone to create three offices; possible new carpet; and minor demolition to create a doorway between current offices and room 3W offices.

Library- Installation of acoustic ceiling tiles and acoustic panels to create a band/instrumental music room; installation of wall and door to create small rehearsal area; and possible new carpeting.

Room 12- Possible replacement of current sinks with adult height sinks and plumbing.

General painting, carpet replacement, tile replacement, and installation in any room where necessary.

Remove the lockers along the hallway going into the cafeteria (lockers are not built into the walls).

- G-2.** RECOMMENDATION: Purchase stadium foods and beverages concessions from the following organizations during the 2012-2013 school year.

Carver Athletic Association, Carver Stadium
Soccer Booster Club, Eastside Stadium
Memorial Band Parents Club, LaFortune Stadium
BTW Touchdown Club, SE Williams Stadium
McLain Quarterback Club, Melvin Driver Stadium
Webster PTSA Warrior Wagon, Marshall Milton Stadium

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

RATIONALE: These contractors will provide concession services at all athletic and other events in the stadiums during the 2012-2013 school year. The District benefits monetarily from stadium concessions to enhance the overall athletic program.

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

- G-3.** RECOMMENDATION: Enter into a retainer contract with Efficacy-Based Technical Assistance, LLC (EBTA) Principal - Gene Kleindienst, for the period of July 1, 2012, through June 30, 2013. EBTA will provide technical assistance/professional development on a retainer basis directed at the effectiveness challenges (Teacher and Leader Effectiveness Initiative) identified District-wide and within individual school buildings, including, but not limited to, following effectiveness measures; classroom management, instructional effectiveness, organizational/school management, instructional leadership, professional growth and responsibility, interpersonal skills, leadership skills and stakeholder perceptions.

COST AND FUNDING: The total cost not to exceed \$200,000 (\$164,000) will be paid from the Title IIA Fund, 11-5410-2213-503600-000-000000-000-05-093-541 and (\$36,000) from the Civic Donor Fund, 11-0844-2340-503200-100-000000-000-05-093-0844.

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

RATIONALE: There is a need to provide continuing technical assistance/professional development in the District and all schools that will enhance, produce efficacy in teacher/leader effectiveness that complements the spirit and intent of Senate Bill 2033, Oklahoma's Teacher and Leader Effectiveness legislation.

- G-4.** RECOMMENDATION: Enter into a contract with New Teacher Center to provide consultation and professional development for mentors and new teachers, July 1, 2012, to June 30, 2013.

COST AND FUNDING: Total cost not to exceed \$150,000 will be paid from the Title II Professional Development Grant Fund, 2-12-5410-2213-3200-494-0000-000-05-093.

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

RATIONALE: In any given year, the District typically has a turnover rate of over 300 teachers. Teachers are the single most important school-based determinant of student success, accelerating teacher effectiveness so that new teachers quickly become skillful is one of the greatest opportunities for change in education today. The New Teacher Center will guide the District in the second year of design of a comprehensive teacher induction program which will include one-on-one mentoring and professional development, all taking place within school environments that support new teachers.

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

- G-5.** RECOMMENDATION: Accept the proposal from Rich and Cartmill, Inc., to provide insurance through Travelers Insurance Company, for blanket coverage for District employees and specifically, treasurers of the school activity funds throughout the District. The blanket limit is \$500,000 with \$5,000 per occurrence deductible; specific treasurer coverage is \$150,000 for high schools, \$40,000 for middle schools, \$15,000 for elementary schools and \$10,000 for all others with a deductible of \$1,000 per occurrence.

COST AND FUNDING: Total cost not to exceed \$12,201 will be paid from the General Fund, 11-0000-2319-505250-000-000000-000-03-025.

RATIONALE: This insurance covers all District employees. The total cost for 2011-2012 was \$12,218.

- G-6.** RECOMMENDATION: Accept the proposal from the best and most qualified provider for claims administration services associated with the District's liability insurance during the 2012-2013 school year, for a unit cost fee based on the number of claims incurred.

COST AND FUNDING: Total cost of approximately \$80,000 will be paid from the General Fund, 11-0325-7930-505290-000-000000-000-03-025.

RATIONALE: This insurance covers claims administration services connected to the liability insurance. The actual cost will be based on settled claims. Total cost for 2011-2012 was approximately \$77,500.

- G-7.** RECOMMENDATION: Accept the proposal from the best and most qualified provider for general liability insurance (including for automotive equipment, including driver training services) and School Board/Professional Liability with limits of liability as specified in the Governmental Tort Claim Act, with \$175,000 deductible per occurrence.

COST AND FUNDING: Total cost of approximately \$190,000 will be paid from the General Funds, 11-0000-2319-505220-000-000000-000-03-025 and 11-0000-2720-505240-000-000000-000-03-025.

RATIONALE: This insurance covers tort claims that the District receives. The total cost for 2011-2012 was \$189,346.

- G-8.** RECOMMENDATION: Accept the proposal from Rich and Cartmill, Inc., to provide insurance for the District through Princeton Excess & Surplus Lines Insurance Company for the \$1,000,000 excess limit required in order to meet the lease requirement for the classrooms located at Tulsa Promenade Mall.

COST AND FUNDING: Total cost not to exceed \$7,579 will be paid from the General Fund, 11-0000-2319-505220-000-000000-000-03-025.

RATIONALE: This insurance is required by Promenade Mall. The total cost for 2011-2012 was \$5,500. The increase is primarily due to additional square footage.

G-9. RECOMMENDATION: Accept the proposal from Rich and Cartmill, Inc., to provide insurance through Lexington Insurance Company and RSUI, for property, fire and extended coverage on buildings and contents (where contents are insured, i.e., in the Education Service Center and Maintenance/Warehouse facility) as well as vehicle lot coverage, aka catastrophic vehicle physical damage coverage with a blanket limit of \$18,500,000 and a deductible of \$100,000 per occurrence.

COST AND FUNDING: Total cost not to exceed \$630,270.50 will be paid from the Building Fund, 21-0000-2620-505230-000-000000-000-03-025.

RATIONALE: This covers repair/replacement of buildings damaged/destroyed by fire, acts of nature, etc. The total cost for 2011-2012 was \$580,100.

G-10. RECOMMENDATION: Accept the proposal from Rich and Cartmill Insurance Agency to provide bond coverage during the 2012-2013 school year.

COST AND FUNDING: Total cost will be \$2,794 to be paid from the General Fund, 11-0000-2511-505250-000-000000-000-03-025.

RATIONALE: These surety bonds will provide coverage for the Treasurer and Assistant Treasurer as well as five other District public official positions. The cost for 2011-2012 was \$2,794.

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

- G-11.** RECOMMENDATION: Enter into a contract with Metropolitan Tulsa Urban League to use Burroughs Elementary School, June 11, 2012, through July 27, 2012, to operate Freedom Schools in cooperation with the Children's Defense Funds' Freedom School program.

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

REQUISITION NUMBER: 41300010

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 District.

RATIONALE: This is the seventh year of the Freedom Schools programs at District facilities. The purpose of the program is to connect the needs of children and families to community resources and to enhance parental involvement. Activities include reading circles, work stations for cooperative group activities, conflict resolution, and social action activities. The six-week program is provided at no cost to students. There is no additional cost to the District as a summer feeding program will be held at this site.

- G-12.** RECOMMENDATION: Approve the 2012-2013 Preliminary School Budget and Financing Plan which has been prepared in accordance with Section 5-154 of the School District Budget Act. The subject preliminary budget herewith presented to the Board of Education presents the details of the estimated revenue and expenditures that total \$_____ and \$_____ respectively for all appropriated funds.

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

FURTHER RECOMMEND: The Superintendent's publishing of the Budget Summary in the Tulsa Daily Commerce & Legal News be ratified and he be authorized to file such documents as are required to affect compliance with the School District Budget Act. The Clerk of the Board shall make available ten copies of the proposed budget and shall have them available for review or for distribution at the office of the Chief Financial Officer.

RATIONALE: Review by the Board, publishing and approval of the Preliminary Budget is the first required step in compliance with the provisions of the School District Budget Act (Section 5-150 et. Seq. of Title 70). The 2011-2012 Preliminary School Budget and Financing Plan presented to the Board of Education with the details of the estimated revenue and expenditures totaled \$519,204,759 and \$510,705,334, respectively for all appropriated funds.

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

- G-13.** RECOMMENDATION: Approve an agreement with Hilborne and Weidman to serve as Bond Counsel on the District's Combined Purpose Bonds, Series 2012B.

RATIONALE: The District engages experts for these services in connection with bond issuing to ensure compliance with all rules and regulations governing the sale of bonds, prepare the required documentation, and provide legal opinion to the purchaser of the bonds regarding tax-exempt status of the obligations.

- G-14.** RECOMMENDATION: Approve a resolution fixing the amount of Combined Purpose Bonds, Series 2012B to mature each year; fixing the time and place the bonds are to be sold; approving the preliminary official statement and authorizing distribution of same; authorizing the Clerk of the Board to give notice of said sale as required by law; and approving other matters related to the issuance of the District's Combined Purpose Bonds, Series 2012B.

RATIONALE: The sale of bonds approved as part of the 2010 voter referendum will allow the District to proceed with projects as outlined in the District's Bond Issuance. The resolution authorizes the issuance of \$27,055,000 in building bonds (Proposition No. 1); \$2,300,000 in library bonds (Proposition No. 2); and \$8,645,000 in classroom bonds (Proposition No. 3). The 2012B bonds in the aggregate amount of \$38,000,000 would be sold on July 2, 2012, and approved at the July 2, 2012, Board Meeting, with proceeds made available to the District around August 14, 2012.

- G-15.** RECOMMENDATION: Approve an agreement for registrar and paying agent services on the District's Combined Purpose Bonds, Series 2012B.

RATIONALE: The registrar and paying agent is necessary to properly administrate the sale and receipt of bond funds. BOKF, NA dba Bank of Oklahoma has served as the District's Registrar and Paying Agent for all past bond programs with excellent results.

- G-16.** RECOMMENDATION: Increase the contract with K & M Shillingford, Inc., in the amount of \$150,000 for the HVAC and electrical renovations at Cooper Elementary School. The original contract was approved on the March 5, 2012, Agenda, in the amount of \$1,036,400. Change Order Number One

COST AND FUNDING: This cost will be contingent upon receipt of the proceeds from the sale of 2012B bonds.

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 contract on behalf of the District.

RATIONALE: The additional cost will provide for replacement of the existing multizone unit serving the northwest wing of the building.

- G-17.** RECOMMENDATION: Decrease the contract with Trigon General Contractors and Construction Managers, Inc., in the amount of \$15,000 for the window replacement project at Rogers High School. The original contract was approved on the August 2, 2010, in the amount of \$1,916,493. Change Order Number Two

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 contract on behalf of the District.

RATIONALE: This decrease is due to a reduction in the scope of work on the project.

- G-18.** RECOMMENDATION: Enter into a contract with Fabulous Floors, the lowest responsible bidder, for flooring at ECDC Reed.

COST AND FUNDING: Total cost not to exceed \$33,626 will be paid from the Building Fund, 21-0221-4700-506540-000-000000-000-12-456.

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: Constructing an early childhood development center at the Reed building is part of the 2010 bond issue.

- G-19.** RECOMMENDATION: Purchase additional drivers from Presidio Networked Solutions, Greenbelt, Maryland, for the storage of transcripts. (PO)

COST AND FUNDING: Total cost not to exceed \$36,950.25 will be paid from the Classroom Bond Fund, 38-3720-2580-506530-000-000000-00-02-026.

RATIONALE: The current technology for storing transcripts has become obsolete and is no longer supported necessitating replacement.

- G-20.** RECOMMENDATION: Enter into an agreement with SecureNet, Inc., for access controls and security cameras at KIPP Academy, Roosevelt Elementary School, and East Central and Rogers high schools.

COST AND FUNDING: Total cost not to exceed \$226,479. 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.

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: Installing security equipment at District sites is part of the 2010 bond issue.

SUPPORTING INFORMATION

CONSENT ITEM E-10

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

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SUPPORTING INFORMATION

CONSENT ITEM E-13

POSITION CREATIONS/DELETIONS

Administrative/Certificated

Create:

| Position | Salary/Grade | Duties |
|--|--------------------|---|
| TPS Fellow - ESC/ Superintendent | 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. |
| <i>Annual Budget Impact:</i> \$ 68,100 min. – \$ 98,100 max. | | |

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

Support

Create:

| Position | Salary/Grade | Duties |
|---|--|---|
| Human Capital Finisher I-ESC/ Human Capital | 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. |
| <i>Annual Budget Impact:</i> \$24,045 min. – \$32,282 max. | | |
| <i>Funding Source: 11-0000-2572-501210- 000-000000-337-04-041</i> | | |

Delete:

| Position | Salary/Grade | Duties |
|---|--|--|
| ID Specialist- ESC/Campus Police | 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. |
| <i>Annual Budget Impact:</i> \$24,045 min. – \$32,282 max. | | |
| <i>Funding Source: 11-0000-2660-501210- 000-000000-961-10-049</i> | | |

SUPPORTING INFORMATION

CONSENT ITEM E-14

ROUTINE STAFFING ITEMS

ELECTIONS

| Name | Effective Date | Degree/ Step | Contract Amount | Assignment |
|-------------------------------------|--------------------|--------------|-----------------|---|
| Certificated/Administrative: | | | | |
| Allen, Dora | 5/14/12 | B-1 | \$ 1,135.23 | Teacher-Eisenhower/ Grade 2 Rate: \$33,300.00 Return from leave. |
| Harper, Melodie | 5/14/12 | B-5 | 1,404.75 | Teacher-Cooper/Grade 1 Rate: \$41,206.00 Return from leave. |
| Henderson, Charles | 5/14/12 | M-4 | 1,212.82 | Teacher-Central/ Social Studies Rate: \$35,576.00 Return from leave. |
| McCoy, Gracye | 4/30/12 | B-7 | 5,882.39 | Teacher-Kendall Whittier/ Kindergarten Rate: \$35,700.00 Return from leave. |
| Parks, Shawn | 4/27/12 | M60-8 | 1,351.53 | Teacher-Early College High/ Language Arts Rate: \$39,645.00 Return from leave. |
| Support (Hourly): | | | | |
| Brannon, Otha | 5/07/12 6/30/12 | MT-3 | \$ 8.81 .44 | Custodian-Skelly Shift differential |
| Davis, Ruth | 5/08/12 6/30/12 | MT-6 | 11.96 .30 | Bus Driver Lead Driver Return from leave. |
| Dawson, Jedidiah | 5/08/12 6/30/12 | MT-3 | 8.81 .44 | Custodian-Chouteau Shift differential |

ELECTIONS - Continued

| Name | Effective Date | Degree/ Step | Contract Amount | Assignment |
|------------------|---------------------|--------------|-----------------|---|
| Fields, David | 5/10/12 6/30/12 | MT-6 4-CI | \$ 15.52 .30 | Bus Driver Lead Driver Stipend Return from leave. |
| Forshee, Cynthia | 4/17/12 6/30/12 | MT-3 | 8.81 .44 | Custodian-McClure Shift differential Return from leave. |
| Gage, Roy Jr. | 11/15/11 5/24/12 | IS-10 | 13.11 | ED Paraprofessional-McLain Jr. High |
| Hart, Kaitlyn | 1/25/12 5/24/12 | IS-6 | 10.81 | Teacher Assistant (TA)- Carver |
| Holman, Earlene | 5/14/12 6/30/12 | MT-3 | 8.81 .44 | Custodian-Plant Operations Shift differential |
| Jones, Nykoa | 5/14/12 5/24/12 | MT-6 | 11.35 | Bus Driver Return from leave. |
| Lewis, William | 2/28/12 5/24/12 | IS-6 | 10.81 | Paraprofessional-McKinley |
| Oliver, Tonya | 5/07/12 6/30/12 | CA-3 | 10.22 | Clerk-Hale |
| Thomas, Paul | 5/09/12 6/30/12 | MT-8 3-CI | 15.26 | Grounds Journeyperson- Maintenance Return from leave. |

ADJUSTMENTS

| Name | Position Grade/Step (if applicable) | Effective Date | Present Contract | Proposed Contract | Reason |
|-------------------------------------|---|--------------------|---------------------|----------------------|--|
| Certificated/Administrative: | | | | | |
| Foshee-Moore, Erica | Principal Intern- Anderson B-8 | 1/04/12 | \$ 36,300.00 | \$ 37,406.00 | M-8 |
| Support (Hourly): | | | | | |
| Crawford, Kristina | TA-Remington IS-6 | 1/23/12 5/24/12 | \$ 10.81 | \$ 13.11 | Autism Paraprofessional- Remington IS-10 |
| Cunningham, Lakisha | CNS Assistant- McLain MT-1 7hrs/day | 5/14/12 5/24/12 | 8.36 | 8.36 | Child Nutrition Services (CNS) Assistant-Canton MT-1 6hrs/day |
| Nutter, Gary | Bus Driver MT-6 8hrs/day | 5/07/12 5/24/12 | 11.90 | 11.90 | 6hrs/day |
| Roland, Demetrius | Bus Driver Trainee MT-4 | 5/07/12 5/24/12 | 9.21 | 10.56 | Bus Driver MT-6 |
| | Bus Driver- Transportation MT-6 | 5/23/12 5/24/12 | 10.56 | 10.56 .15 | Bus Driver Lead Driver Stipend |
| Ruffin, Carmelita | Bus Driver Trainee MT-4 | 4/24/12 5/24/12 | 9.21 | 10.56 | Bus Driver MT-6 |
| Waldie, Susan | TA-Carnegie, Eliot IS-6 | 1/13/12 5/24/12 | 11.59 | 13.11 | Autism Paraprofessional- Carnegie IS-10 |

LEAVES OF ABSENCE

| Name | Effective Date | Assignment | Reason |
|-------------------------------------|----------------|--|---------------------|
| Certificated/Administrative: | | | |
| Fogle, Anthony | 4/16/12 | SIG Attendance Officer-Hale | Personal illness |
| McCune, Vicky | 8/15/12 | Teacher-Carver/ Spanish | Maternity |
| Palmer, Patti | 2012-2013 | Teacher-Hale | Vice President-TCTA |
| Smith, Richard | 5/03/12 | Teacher-McLain/ Special Education | Personal illness |
| Support (Hourly): | | | |
| Ballard, Shatiea | 5/04/12 | Bus Driver | FMLA |
| Gordillo, Alba | 5/21/12 | Custodian-McClure | Personal illness |
| Howeth, Glenda | 6/05/12 | Accountability Specialist- ESC/School and District Accountability | Personal illness |
| Lincks, Carroll | 4/13/12 | Warehouse Distribution Specialist-Materials Management | Personal illness |
| Taylor, Edwina | 4/27/12 | Clerk-Washington | Personal illness |

DECEASED

| Name | Effective Date | Assignment |
|-----------------|----------------|-----------------------------|
| Support: | | |
| Mullins, Becky | 4/20/12 | Paraprofessional-Mark Twain |

RESIGNATIONS

| Name | Effective Date | Assignment |
|-------------------------------------|----------------|---------------------------------------|
| Certificated/Administrative: | | |
| Anderson, Carl | 5/21/12 | Teacher-Memorial/History |
| Baker, Luke | 5/21/12 | Teacher-Hale Jr. High/Science |
| Baker, Tammy | 5/22/12 | Teacher-Wright/Special Education |
| Boaz, Julie | 5/22/12 | Counselor-Park |
| Carter, Jeffrey | 5/21/12 | Teacher-Edison/English |
| Cathey, Crystal | 6/08/12 | Teacher-Marshall/Kindergarten |
| Chaney, Gwenette | 5/22/12 | Counselor-Burroughs |
| Dilworth, Bridgette | 5/21/12 | Teacher-McLain Jr. High/Language Arts |
| Fiedler, Lindsay | 5/22/12 | Teacher-Cooper/Kindergarten |
| Grant, Anthony | 7/31/12 | Teacher-McLain/Special Education |
| Hendricks, Chastain | 6/08/12 | Teacher-Gilcrease/Grade 6 |
| Hlavacek, Lily | 6/08/12 | Teacher-Gilcrease/PreK |
| Hood, Donna | 5/31/12 | Teacher-Mark Twain/Grade 4 |
| Johnson, Elizabeth | 5/21/12 | Teacher-Hale/Math |
| Kellum, Donna | 6/08/12 | Teacher-Gilcrease/Grade 4 |
| Martin, Joshua | 5/21/12 | Teacher-Hale/ACE Remediation |
| McClintock, Payton | 6/08/12 | Teacher-Marshall/Grade 2 |
| Miller, Margaret Ann | 5/25/12 | Teacher-Carver/Special Education |
| Miron, Jessica | 5/21/12 | Teacher-Kerr/ELL |
| Miskell, Ryan | 7/02/12 | Teacher-McLain/Language Arts |
| Nicholas, Jennifer | 5/21/12 | Teacher-Cooper/Grade 1 |
| Osbon, Angela | 5/21/12 | Teacher-Central Jr. High/PE |

RESIGNATIONS - Continued

| Name | Effective Date | Assignment |
|--------------------------|----------------|--|
| Parker, Kimberly | 5/22/12 | Teacher-Skelly/Grade 1 |
| Pharr, Wendy | 6/29/12 | Principal-Early College High |
| Ramon-Garcia, Ana | 6/29/12 | Teacher-Eisenhower/Grade 1 |
| Rubert, Beverly | 6/29/12 | Budget Analyst-ESC/Federal Programs and Special Projects |
| Shelton, Donna | 6/30/12 | Teacher-Street School/Special Education |
| West, Molly | 5/21/12 | Teacher-Lewis and Clark/Special Education |
| Wheeler, Emily | 5/22/12 | Teacher-Hamilton/Grade 1 |
| Wollner, Margaret | 6/01/12 | Teacher-KIPP/Social Studies |
| Support (Hourly): | | |
| Amin, Saleem | 5/07/12 | Bus Driver Trainee |
| Amos, Charles Jr. | 5/15/12 | Bus Driver Trainee |
| Banning, Megan | 5/09/12 | TA-Lindbergh |
| Berg, Rebekah | 3/30/12 | TA-Hamilton |
| Brown, Ruben | 5/21/12 | Bus Driver |
| Carruthers, Keith | 5/11/12 | Custodian-Lewis and Clark |
| Cleveland, Shevonne | 4/27/12 | TA-Whitman |
| Hill, Angela | 5/18/12 | Bus Driver |
| Huggins, Lucy | 4/16/12 | Bus Driver |
| Libey, Sandra | 9/30/12 | Health Assistant-Owen |
| Reagor, Stephen | 5/18/12 | Apprentice-Transportation |
| Scarberry, Connie | 5/15/12 | Bus Driver Trainee |
| Smoot, Patrice | 5/11/12 | MD Paraprofessional-Kendall Whittier |
| Taylor, Cynthia | 5/07/12 | Bus Driver Trainee |
| Toppins, Venus | 6/07/12 | Custodian-Chouteau |

RETIREMENTS

| Name | Effective Date | Assignment |
|-------------------------------------|----------------|-------------------------------------|
| Certificated/Administrative: | | |
| Buchanan, Debra | 7/02/12 | Teacher-Kendall Whittier/Grade 1 |
| Ray, Faith | 5/22/12 | Teacher-Burroughs/Special Education |
| Turner, Johnny | 5/21/12 | Teacher-Monroe/Grade 6 |
| Support (Hourly): | | |
| Geurin, Sandra | 5/24/12 | Principal's Secretary-Robertson |
| Guess, Delois | 6/29/12 | Registrar-Webster |
| Martin, Rose | 6/29/12 | Registrar-McLain |

TERMINATIONS

| Name | Effective Date | Assignment |
|--------------------------|----------------|----------------------------|
| Support (Hourly): | | |
| Crawford, Kenyon | 5/08/12 | Custodian-Plant Operations |
| Grintals, Angela | 5/11/12 | CNS Assistant-Marshall |

SUBSTITUTE AND TEMPORARY ELECTIONS

Tutor

Jackson, Barbara

Teacher Assistant

Goodman, Nathaniel

Clerk

Alcocer, Jasmin

CNS

Washington, Julia

DRS Student Worker

Allen, Tationa

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES

Campus Security - 21-0000-2660-5011700-000-000000-603-100-49

Pay certified personnel, to be named @ \$11.75/hr. to work on a part-time basis within the Communications and Security Center for the Campus Police Department. Shifts will be primarily on the weekends, holidays and periods when school is out of session.

KIPP - 11-0543-1000-501700-100-000000-000-07-543

Pay certified staff, to be named a stipend of \$1,500 (total not to exceed \$30,000) for KIPP Tulsa College Preparatory Summer Duty June 25-June 29, 2012.

Staff Development Teachers - 11-5410-2213-501700-000-000000-210-05-093-5410

Pay staff development teachers, to be named @ \$18/hr. (total not to exceed \$76,680) for a total of 48 hours each to participate in a total of six days of staff development teacher professional development and service outside of their contracted days, including four days in July 2012 (July 17-20, 2012), and two additional days prior to or during the 2012-2013 school year.

Transportation – 12-0000-2720-501210-000-000000-513-03-003

Pay transportation supervisors and managers, to be named @ \$140/day (cost to be reimbursed by non-TPS groups) and approve to pay managers and supervisors an additional \$2,000 (total not to exceed \$20,000) to provide coverage for Saturdays, on-call duties, evenings, weekends and holidays July 1, 2012 – June 30, 2013.

Webster Tutoring – School Activity Fund #519

Pay certified staff, to be named @ \$23/hr. (total not to exceed \$5,888) to provide tutoring for Webster students during the months of June and July, 2012.

CORRECTIONS TO PREVIOUSLY APPROVED ITEMS

May 21, 2012 Agenda, page 30 – Correct proposed contract amount.

Adjustments

| Name | Position Grade/Step (if applicable) | Effective Date | Present Contract | Proposed Contract | Reason |
|-------------------------------------|--|-------------------|---------------------|----------------------|---|
| Certificated/Administrative: | | | | | |
| Cloud, Gilbert | Interim Director of Secondary School Student Activities and Athletics EL-6 | 5/22/12 | 81,000.00 | 99,700.00 | Director of Secondary School Student Activities and Athletics EL-6 |

May 7, 2012 Agenda, pages 34, 35 and 36 – Correct effective date.

Resignations

| Name | Effective Date | Assignment |
|-------------------------------------|-------------------|------------------------------|
| Certificated/Administrative: | | |
| Kang, Hannah | 9/01/12 | Teacher-Canton/Math |
| Stockdale, Sarah | 7/20/12 | Teacher-Central/ELL, English |
| Support (Hourly): | | |
| Moseby, Billie | 7/13/12 | MD Paraprofessional-Jackson |

May 21, 2012 Agenda, pages 32 and 33 – Correct effective date.

Resignations

| Name | Effective Date | Assignment |
|-------------------------------------|-------------------|---------------------------|
| Certificated/Administrative: | | |
| Anderson, Jackie | 7/31/12 | Teacher-Burroughs/Grade 1 |
| Mikel, Myrtha | 4/06/12 | Counselor-Hoover |

May 21, 2012 Agenda, pages 26 and 27 – Correct amount of annual budget impact.

Administrative/Certificated:

Create:

| Position | Salary/Grade | Duties |
|---|-------------------|---|
| Assistant Director of Athletics for Compliance -ESC/ Athletics | 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. |

Annual Budget Impact:
\$ 43,000 min. –
\$ 61,800 max.

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