



## **AGENDA**

**Regular Meeting** of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **Monday, October 21, 2013**, 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 led by the East Central High School JROTC under the direction of Major Mike McGuire.
- 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. Consideration and vote to endorse the Tulsa Metro Chamber's 2013 OneVoice Regional Legislative Agenda, which includes educational support at both the state and federal levels.

**D. Approve minutes of previous meetings of the Board of Education.**

Regular Meeting

October 7, 2013

Special Meeting

October 3, 2013  
October 7, 2013  
October 14, 2013

**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**

**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, November 4, 2013, 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, DR. KIM DYCE**

**Recommendations submitted by Lead Secondary Instructional Leadership Director, Dr. Oliver Wallace**

**E-1.** RECOMMENDATION: Approve Rogers College High School's JROTC to participate in the following drill meetings during the 2013-2014 school year.

October 25-27, 2013	Rifle Match	San Antonio, TX
December 7, 2013	Civilian Marksmanship	Colorado Springs, CO
January 18, 2014	Ozark Drill Meet	Ozark, MO
March 1, 2014	Air Capital Drill Meet	Wichita, KS
March 22, 2014	Joplin Drill Meet	Joplin, MO
April 5, 2014	Western Regionals	Mesquite, TX
May 1-4, 2014	National's	Daytona Beach, FL
June 30-July 3, 2014	Daisy Nationals	Rogers, AR

**COST AND FUNDING:** The total cost not to exceed \$10,000 will be paid from Roger's JROTC school activity fund #564.

**RATIONALE:** Competitions provide cadets the opportunity to observe and interact with other teams around the country.

**E-2.** RECOMMENDATION: Approve East Central High School's JROTC cadets to travel to Fort Worth, Texas, to participate in the Fort Worth drill meeting, November 2, 2013.

**COST AND FUNDING:** The total cost not to exceed \$3,000 will be paid from East Central's JROTC school activity fund #564.

**RATIONALE:** Competitions provide cadets with the opportunity to observe and interact with other teams around the country.

**E-3.** RECOMMENDATION: Approve 24 members of the Washington High School baseball team to travel to Pensacola, Florida, March 17-20, 2014, to participate in the Aggie Classic baseball tournament.

**COST AND FUNDING:** There is no cost to the District. All expenses will be paid through the Washington Baseball Booster Club.

**RATIONALE:** Participation in the tournament provides students with the opportunity to work together to achieve a common goal.

**E-4.** RECOMMENDATION: Approve 17 students from Washington High School's basketball team to travel to Dallas, Texas, to participate in the Faith Family Academy Classic, November 29-30, 2013.

COST AND FUNDING: The total cost not to exceed \$3,000 will be paid from Washington's school activity fund #539.

RATIONALE: Participation in this event will give students experiences for extra-curricular cultural/education exchanges and the development of teamwork and collaboration in various competitions.

**E-5.** RECOMMENDATION: Enter into a contract with the Clarion Inn Tulsa International Airport to host Memorial High School's Military Ball on April 5, 2014.

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.

COST AND FUNDING: The total cost not to exceed \$4,100 will be paid from Memorial school's activity fund #564.

RATIONALE: The Military Ball has been held annually for over 19 years. Approximately 150 student cadets and guests will attend the ball, which is the culminating activity for students participating in JROTC.

**E-6.** RECOMMENDATION: Enter into a contract with the Home Builders Association of Tulsa to host Memorial High School's Holly Ball on December 14, 2013.

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.

COST AND FUNDING: The total cost not to exceed \$2,500 will be paid from Memorial's school activity fund #864.

RATIONALE: The Holly Ball has been held annually for over 25 years. Approximately 400 Memorial students and their guests attend each year.

**E-7.** RECOMMENDATION: Enter into a contract with the Tulsa Event Center to host Washington High School's annual junior/senior prom, April 26, 2014.

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.

COST AND FUNDING: The total cost not to exceed \$8,500 will be paid from Washington's school activity fund #856.

REQUISITION NUMBER: The junior/senior prom is a tradition at Washington High School. The junior and senior classes come together in an elegant setting to celebrate and promote school spirit.

**E-8.** RECOMMENDATION: Pay Advanced Placement Services for Advanced Placement (AP) exams for students at Washington High School during the 2013-2014 school year.

COST AND FUNDING: The total cost not to exceed \$68,975 will be paid from Washington's school activity fund #529.

RATIONALE: Students at Washington High School experience quality learning in the classroom by participating in AP courses and validating that experience by taking AP exams. Washington High School has administered AP exams for the past 43 years. There will be approximately 775 exams given, which are prepaid by students at a cost of \$89 per exam.

**E-9.** RECOMMENDATION: Enter into a contract with Director's Choice Tour & Travel to provide transportation, lodging, meals and registration for Washington High School's choir students who are participating in the Performing Arts Consultants Festival, Chicago, Illinois, April 10-13, 2014.

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: Students will be given an opportunity to participate in choral competitions and performances with other schools across the nation, receive feedback from choral clinicians, and receive exposure to possible scholarships and job opportunities.

**E-10.** RECOMMENDATION: Enter into a contract with the Tulsa Country Club to host Washington High School's senior dinner and dance, May 16, 2014.

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 senior dinner and dance has been held annually for over 36 years. Approximately 300 seniors and guests will attend.

**E-11.** RECOMMENDATION: Enter into a contract with ORU Mabee Center for the 2014 commencement exercises to be held on May 21, 22 and 23, 2014.

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.

COST AND FUNDING: The total cost not to exceed \$50,000 will be paid from the General Fund, 11-0071-2199-504400-000-000000-000-16-077.

REQUISITION NUMBER: 41300616

RATIONALE: Graduation is an annual event to celebrate the success of the District's high school seniors. Rental of the above-named facility and other expenses involved in the 2014 ceremonies are included in the contract.

**E-12.** RECOMMENDATION: Amend item E-4 of the July 1, 2013, Agenda to change the date from December 17 to December 6 for Edison Preparatory School's annual Jingle Bell Ball XXVII to be held at the University of Tulsa's Allen Chapman Activity Center Great Hall C.

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.

COST AND FUNDING: There is no additional cost. The total amount not to exceed \$1,000 will be paid from Edison's school activity fund #573.

RATIONALE: There was a conflict with Edison Preparatory School's schedule necessitating a need to change the date of the event.

**E-13.** RECOMMENDATION: Approve Edison Preparatory School students to travel to Milan, Venice, Florence, Assisi, Rome, Pompeii, Sorrento, and Capri, Italy, to participate in the "Best of Italy" trip, June 2-12, 2014.

COST AND FUNDING: There is no cost to the District. Students will pay Education First Tours directly.

RATIONALE: The trip to Italy will give students the opportunity to experience, first-hand, the culture of another country and to see, in person, the places and things of which they study in their fine arts and history classes.

**E-14.** RECOMMENDATION: Change the dates for Carver Middle School sixth-grade students to travel to Diamond City, Missouri, to participate in a study trip of Dr. George Washington Carver, to October 29 and November 7, 2013.

COST AND FUNDING: The total cost not to exceed \$6,000 will be paid from Carver's school activity fund #558. Students will pay \$25 each to cover some expenses.

RATIONALE: The trips scheduled for October 8 and 15, 2013, were cancelled due to the partial government shutdown. Half the students will go on October 29 and the remaining half will go on November 7, 2013.



**Recommendations submitted by Lead Elementary Instructional Leadership Director, Dr. Phyllis Lovett**

- E-15.** RECOMMENDATION: Enter into a contract with Community Action Project of Tulsa County, Inc. (CAP) to implement Oklahoma Parents as Teachers program, including, but not limited to, applying to the Oklahoma State Department of Education for the Oklahoma Parents as Teachers (OPAT) Grant requesting funding for \$84,000 to partially fund the OPAT program, which will require a 25 percent match for cash or in-kind services by the District.

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, and the proper administrative officials of the District be authorized to submit the grant application.

COST AND FUNDING: The total cost not to exceed \$21,000 will be paid from the General Fund, 11-3380-2194-503200-000-000000-000-05-093-3380.

REQUISITION NUMBER: 41300604

RATIONALE: The program is primarily funded through the Oklahoma Parents as Teachers (OPAT) grant. CAP, a local antipoverty and Head Start agency, has been a longtime partner in serving Early Head Start and Head Start Children in the District. They serve children and families in the birth-to-three age group as identified in the OPAT grant requirements. The District's Parents As Teachers program in collaboration with CAP staff served 230 families and 277 children through personal visits, group meetings for families and screening during the 2012-2013 school year. The cost to the District is estimated based on the in-kind services provided to Parents As Teachers from the District. These services include the use of the Burroughs cottage, custodial services, accounting services, and District administration oversight and support.

**Recommendations submitted by Chief Academic Officer, Ms. Tracy Bayles**

- E-16.** RECOMMENDATION: Appoint Gifted and Talented Local Advisory Committee members for the 2013-2014 and 2014-2015 school years as follows:  
Linnea Van Eman Ph.D. - Coordinator of Gifted and Talented Services  
Pat O'Dea - Site Gifted Coordinator - Title 1 Elementary School (west)  
Jesse Guardiola - Community Representative  
Holly Raley - Parent Representative  
Karen Dotson - Gifted Site Coordinator - Title 1 Elementary School (east)  
Teresa Pena - Academic Coordinator - World Languages & Culture  
Susan Comfort - Gifted Site Coordinator- Title 1 Elementary School (south)  
Shirley Hill - Gifted Site Coordinator - Middle School (east)  
Mary Jane Snedeker - Academic Coordinator - Social Studies  
Earon Cunningham - Parent/Library-Media Specialist

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

RATIONALE: According to the Education of Gifted and Talented Children Act Section 910.1, the District is required to create a Board approved local advisory committee tasked with the duties to assist in the formulation of District goals for gifted education, to assist in development of the District plan for gifted child education programs, and to perform other advisory duties as may be requested by the Board of Education.

- E-17.** RECOMMENDATION: Enter into individualized education plans (IEP) service agreements with the Glenpool Public Schools to provide a Free Appropriate Public Education (FAPE) for certain students for whom they are unable to do so.

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

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

RATIONALE: An IEP Service Agreement between two districts is entered into when the student's resident district is unable to provide FAPE. The resident district maintains all legal, financial and transportation obligations for their student and pays tuition to the receiving district. The student is counted on the resident district's child count and the resident district receives average daily attendance for the student. The receiving district will invite the resident district to all meetings regarding the provision of FAPE for the student.

**E-18.** RECOMMENDATION: Enter into an Agreement with Oklahoma State University to participate in the JUNTOS initiative.

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

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

REQUISITION NUMBER: 41300610

RATIONALE: Oklahoma State University and the District will collaborate in an effort to develop a stronger relationship with the students of the Latino population. JUNTOS (Together for a Better Education) is a six session workshop series that brings together parents, youth, school staff, and community stakeholders to promote high school graduation and explore possible paths to higher education. The focus of this program is helping parents and youth gain knowledge and resources to prevent 8th-12th grade students from dropping out and to encourage families to work together to gain access to college. Hale Jr. High School and East Central Jr. High School will pilot this program during the 2013-2014 school year.

**E-19.** RECOMMENDATION: Enter into a technical assistance agreement with the Intercultural Development and Research Association (IDRA) to support the Title III Program in a process of programmatic review to ensure implementation of best practices for ELL students and compliance with Title III law and regulations during the 2013-2014 school year.

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 contract on behalf of the District.

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

REQUISITION NUMBER: 41300611

RATIONALE: The Intercultural Development and Research Association will collaborate with the Title III Office and stakeholders in the District to review the current programmatic structure and procedures of the English Language Development program to ensure that all English Learners receive quality, effective, and appropriate instruction and services and that their families are involved in the education of their children.

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

- E-20.** RECOMMENDATION: Increase the purchase order for the maintenance/supply agreements with Xerox Corporation, Tulsa, Oklahoma, for the Printing Department during the 2013-2014 school year.

COST AND FUNDING: The total cost not to exceed \$28,700 will be paid from the General Fund, 11-0000-2530-504400-000-000000-14-062.

REQUISITION NUMBER: 11402881

RATIONALE: These agreements provide for the maintenance and supplies for a color copier system which is located in the basement at the Education Service Center and is used to support the District's printing needs.

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

- E-21.** RECOMMENDATION: Declare the following vacant lots to be surplus to the needs of the District and authorize the Superintendent to offer the real estate for public sale: Lynn Lane, 1120 S. 177th E. Avenue; Whittier Site, 68 N. Lewis Avenue; Posey, 15 St. and 156 E. Avenue; Russell, 4th Place and 165 E. Avenue; McLain Lot, 49th North Avenue and Peoria; Grant, 7th St and 138th E. Avenue; Harte, 24 St and 130 E. Avenue.

RATIONALE: School districts may sell surplus property in accordance with surplus sale procedures set forth in OKLA.STAT., Title 70, section 5-17(11) and Board Policy 5402.

- E-22.** RECOMMENDATION: Authorize the sale of the Barnard site, lots 1-10 and 33-42, block 5, Maywood Addition, an addition to the City of Tulsa, Tulsa County, State of Oklahoma, to Lindsay Development LLC, for the purchase price of \$1,005,000, in response to RFP #13081 issued June 20, 2013.

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

COST AND FUNDING: Proceeds from the sale will pay for any costs related to the closing of the property.

RATIONALE: Five proposals were received and opened on September 19, 2013. The surplus property committee reviewed the proposals and bids and recommended Lindsay Development LLC for Board approval.

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

- E-23.** RECOMMENDATION: Enter into a contract with The Watts Co., the lowest responsible bidder, to provide and install a new walk-in freezer at Salk Elementary School.

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.

COST AND FUNDING: The total cost for the contract will not exceed \$49,750 and will be paid from the Facilities Bond Fund, 3B-1220-4700-504500-000-000000-000-12-402-T-0189.

REQUISITION NUMBER: 11405088

RATIONALE: The improvement of the school's cafeteria is part of the 2010 bond issue.

- E-24.** RECOMMENDATION: Enter into a contract with Cotton Trucking, the lowest responsible bidder, to remove and replace existing parking lot at Thoreau Demonstration Academy.

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.

COST AND FUNDING: The total cost for the contract will not exceed \$48,600 and will be paid from the Facilities Bond Fund, 3B-1212-4700-504500-000-000000-000-12-573-T0187.

REQUISITION NUMBER: 11405105

RATIONALE: The improvement of the school's parking lot is part of the 2010 bond issue.

**E-25.** RECOMMENDATION: Enter into contract with Lighthouse Electric, the lowest responsible bidder, to provide and install data and voice cabling throughout 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.

COST AND FUNDING: The total cost for the contract will not exceed \$250,000.

REQUISITION NUMBER: Individual requisitions will be entered for each site.

RATIONALE: Additional cabling is required to support new technology included in the 2013 Bond program.

**E-26.** RECOMMENDATION: Accept a letter of commitment from Field Turf to replace synthetic turf at LaFortune and S.E. Williams stadiums pursuant to existing warranty and replace the warranty for an additional eight years.

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.

COST AND FUNDING: The total cost for the contract will not exceed \$374,000 from the Facilities Bond Fund, 3B-1250-4700-504500-000-000000-000-12-735-T-0188 and 3B-1250-4700-504500-000-000000-000-12-725-T0188.

RATIONALE: The existing turf is seven years old and part of an eight-year warranty. There have been problems with the fiber maintaining its original g-force. The manufacture will replace the turf and provide the District with a new eight-year warranty.

**E-27.** RECOMMENDATION: Enter into contract with All American Fire Systems, Inc., the lowest responsible bidder, to provide and install a fire sprinkler system in the restrooms at ECDC Bunche.

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.

COST AND FUNDING: The total cost for the contract will not exceed \$170,000. The cost of the project was part of the previously approved guaranteed maximum price.

RATIONALE: The restroom improvements at ECDC Bunche is part of the 2010 Bond issue.

**ITEMS LISTED BELOW SUBMITTED BY CHIEF HUMAN CAPITAL OFFICER, MS. TALIA SHAULL**

**E-28.** 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 department budget.

**E-29.** RECOMMENDATION: Approve routine staffing items.

RATIONALE: Routine personnel actions implement the various human capital plans and priorities authorized by the Board of Education.

**E-30.** RECOMMENDATION: Enter into a one-year agreement with the President and Fellows of Harvard College for the purpose of having two District employees participate in the Strategic Data Project (SDP) at the Center for Education Policy Research at Harvard.

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

COST AND FUNDING: The total cost not to exceed \$28,000 will be paid from the Civic Donors Fund, 11-0844-2542-503200-000-000000-000-05-093-0844.

RATIONALE: By participating in the Strategic Data Project at the Center for Education Policy Research at Harvard, the District will receive extensive support in its continued commitment to using high quality research methods and data analysis to bear on strategic management and policy decisions. The SDP program has already allowed the District to place highly qualified data fellows in the District's Accountability and TLE offices. By participating in the SDP, the District's data fellows will receive extensive in-person and remote professional development and guidance in District-centered data projects. The program anticipates a two-year partnership upon the mutual agreement of the parties. Harvard provides travel and other incidental costs associated with the in-person trainings.

**E-31.** RECOMMENDATION: Approve the following teachers for adjunct status of one class.

Nancy Riphahu	Sixth Grade Music	Hamilton Elementary
Linda Curtis	Sixth Grade Art	Salk Elementary

**COST AND FUNDING:** There is no cost to the District; however, each teacher must make application for adjunct status and pay a \$25 dollar application fee to the Oklahoma State Department of Education.

**RATIONALE:** All teachers must hold a valid Oklahoma teaching certificate and be "highly qualified" to teach in that field according to the No Child Left Behind Act. An elementary teaching certificate is valid for grades one through eight if the teacher is considered a self-contained teacher in an elementary school setting. If a teacher is teaching in an area in which they are not considered self-contained, the teacher must hold the "subject matter" certificate. i.e.: Art/Music. Teachers must hold "highly qualified" status to teach one subject area class outside of their elementary certification. The above teachers possess "elementary" certification and are qualified to teach one class of a specific subject outside their area by adjunct status per the Oklahoma State Department of Education.



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

**ITEMS LISTED BELOW SUBMITTED BY DEPUTY SUPERINTENDENT, DR. KIM DYCE**

**Recommendations submitted by Lead Secondary Instructional Leadership Director, Dr. Oliver Wallace**

- F-1.** RECOMMENDATION: Enter into a special event permit with the City of Tulsa for blocking off a section of North Peoria Avenue from the 4600 block through the 5000 block, and from the Walgreen's Shopping Center to McLain High School's east side parking lot for McLain's homecoming parade, November 1, 2013. The west curb southbound lane of Peoria Avenue will remain open to traffic.

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

RATIONALE: The parade has been held for years. The homecoming parade promotes school pride and community involvement.

**ITEMS LISTED BELOW SUBMITTED BY SUPERINTENDENT, DR. KEITH E. BALLARD**

- F-2.** RECOMMENDATION: Adopt a Resolution calling a Board Member Election for Election District Number 4 and Election District Number 7 on February 11, 2014; authorizing publication of Legal Notice of Board Member Election; posting of Legal Notice of Board Member Election at the Education Service Center and at the Wagoner County Election Board Office; and authorizing a press release of filing period for Board Member Election; and to take all other actions required by law.

FURTHER RECOMMEND: Reimburse the Tulsa County Election Board for expenses associated with the election, not to exceed \$25,000, chargeable to the General Fund, 11-0000-2314-503100-000-000000-09-091.

RATIONALE: The Annual School Election resolution must be filed with the Tulsa County Election Board no later than November 15, 2013. Payment for expenses includes equipment, supplies, postage, etc.

**G. INFORMATION AGENDA**

**ITEMS LISTED BELOW SUBMITTED BY DEPUTY SUPERINTENDENT, DR. KIM DYCE**

**Recommendations submitted by Lead Secondary Instructional Leadership Director, Dr. Oliver Wallace**

- G-1.** RECOMMENDATION: Enter into a contract with the University of Tulsa to host the Rogers College High School JROTC Military Ball at the Allen Chapman Activity Center, April 12, 2014.

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.

COST AND FUNDING: The total cost not to exceed \$5,000 will be paid from Rogers' school activity fund #564.

RATIONALE: The annual military ball is the culminating activity for students participating in JROTC.

**Recommendations submitted by Chief Academic Officer, Ms. Tracy Bayles**

- G-2.** RECOMMENDATION: Enter into a contract with the Oklahoma State Board of Career and Technology Education to provide funding for the extended salaries, equipment, materials, and professional development for College and Career Readiness programs in middle and high schools for the 2013-2014 school year.

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.

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

REQUISITION NUMBER: 41300622

RATIONALE: Oklahoma Career and Technology Education funds will be used to assist in the development and maintenance of College and Career Readiness Education Programs that meet the standards, provisions, and requirements, contained in the State Plan for Career and Technology Education.

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

- G-3.** RECOMMENDATION: Renew the contract for services with Columbia TeenScreen of Mental Health Association in Tulsa to provide voluntary mental health check-ups to students at Central, East Central, Edison, Hale, McLain, Memorial, Rogers, Webster, and Washington high schools during the 2013-2014 school year.

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.

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

RATIONALE: TeenScreen is a health screening program developed by Columbia University to identify teens who may suffer from depression or other emotional problems and to help their parents connect teens in need with professional health resources in the community.

- G-4.** RECOMMENDATION: Enter into an agreement with the City of Tulsa/Veteran's Day Parade Committee to participate in the 2013 Veteran's Day Parade.

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.

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

RATIONALE: The Veteran's Day Parade will be held on Monday, November 11, 2013. Tulsa Public Schools will create floats with materials provided by the Maintenance Department.

- G-5.** RECOMMENDATION: Enter into an agreement with the Martin Luther King (MLK) Committee to participate in the 2014 MLK Day Parade.

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.

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

RATIONALE: The MLK Day Parade and Rally will be held on January 20, 2014. Tulsa Public Schools will create floats with materials provided by the Maintenance Department.

**G-6.** RECOMMENDATION: Enter into an agreement with the Parade of Lights Committee to participate in the 2013 Parade of Lights parade.

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 Parade of Lights will be held on Saturday, December 14, 2013. Tulsa Public Schools will create a float with materials provided by the Maintenance Department.

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

**G-7.** RECOMMENDATION: Enter into a lease agreement with Devotional Associates of Yogeshwara (D.A.Y.) for the rental of Thoreau Demonstration Academy for cultural classes, November 3, 2013 - June 30, 2014.

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.

COST AND FUNDING: There is no cost to the District. The rental amount is \$3,920 payable in monthly installments of \$490.

RATIONALE: This organization will operate classes in the building indicated. The rental rate is based on hourly usage per room. The reimbursement for custodial services is \$904 of the rental amount. Utilities are included in the hourly rental rate. Note: Rental payments are reduced on the occasional Sundays when the facility is not used. Security concerns have been reviewed and waived by the District's Police Chief.

**G-8.** RECOMMENDATION: Approve sanctioning of the following booster clubs and parent-teacher associations in accordance with Board Policy 5707 for the 2013-2014 fiscal year.

Booster Clubs

- |                                       |                           |
|---------------------------------------|---------------------------|
| BTW Hornet Baseball                   | Edison Soccer             |
| BTW Basketball                        | Edison Tennis             |
| BTW Cheer                             | Edison Track & Field      |
| BTW Golf Club                         | Edison Wrestling          |
| BTW Pom                               | Hale Band Booster         |
| BTW Hornet Speech/Debate              | McLain Titans Booster     |
| BTW Soccer                            | TMC Football Club         |
| BTW T-Connection Band Parents         | Memorial Army JROTC       |
| BTW Touchdown                         | Memorial Band             |
| BTW Volleyball                        | Memorial Baseball         |
| East Central Cardinal Basketball      | Memorial Boys Basketball  |
| East Central Cardinal Lady Basketball | Memorial Charger Pom      |
| East Central Kickoff Club             | Memorial Charger Cheer    |
| East Central Cardinal Soccer          | Memorial Robotics         |
| Edison Boys Basketball                | Memorial Soccer           |
| Edison Cross Country                  | Memorial Softball         |
| Lady Eagles Booster Club              | Memorial Vocal Music      |
| Edison Eagles Home Run Club           | Memorial Volleyball       |
| Edison Eagles Pom                     | Rogers Football           |
| Edison Eagles Quarter Note Club       | Webster Band Booster Club |
| Edison String                         | Webster Lady Basketball   |

Parent-Teacher Associations

- |          |           |               |           |
|----------|-----------|---------------|-----------|
| Anderson | Emerson   | MacArthur     | Remington |
| Bell     | Gilcrease | Mayo          | Rogers    |
| Carnegie | Grimes    | Memorial      | Salk      |
| Carver   | Jackson   | Owen          | Thoreau   |
| Cooper   | Jones     | Park          | Webster   |
| Disney   | Key       | Patrick Henry | Zarrow    |
| Edison   | Lanier    | Peary         |           |
| Eliot    | Lee       | Penn          |           |

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

**RATIONALE:** Sanctioned status provides organization exemption from the statutory controls relating to school activity funds found in the Oklahoma School Code. The Board may sanction associations and clubs that advance the educational objectives of the District and are beneficial to students under the guidelines established in Board Policy 5707. Organizations requesting sanctioned status are required to annually submit an application and supporting documentation by October 1. These organizations have submitted the required information in support of their applications.

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

**G-9.** RECOMMENDATION: Enter into contracts with the lowest responsible bidders for the construction of the McBirney transportation facility.

Electrical	Blue Star Electric	\$49,900
Epoxy Flooring	Universal Painting	\$5,500
Flooring	Interior Concepts	\$8,000
Metal Building Systems	Crossland Construction	\$60,000
Painting	Brothers United	\$5,600
Site & Building Concrete	Crossland Construction	\$125,000
Site Demo & Earthwork	Crossland Construction	\$80,000
Specialty Items	Builders Supply	\$10,900
Window Treatments	Advantage Glass	\$1,060

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.

COST AND FUNDING: The contracts are part of the previously approved guaranteed maximum price that was encumbered through the construction manager, Crossland Construction.

RATIONALE: The transportation building is part of the 2010 bond issue.

**G-10.** RECOMMENDATION: Approve developer's contracts for the City of Tulsa for the following projects.

- Athletic locker rooms at East Central High School
- Restroom addition at ECDC Bunche
- Classroom/Library addition at Mitchell Elementary School
- Library addition at Lindbergh Elementary School

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

RATIONALE: It is a requirement of the City of Tulsa to obtain developer contracts on all projects to issue building permits.

**G-11.** RECOMMENDATION: Correct item E-18 of the October 7, 2013, Agenda, item E-18, the supplement to the master agreement with Trigon General Contractors and Construction Management, to reflect a nine percent general conditions fee for the construction of the East Central locker room.

COST AND FUNDING: The total cost of the project will remain the same at \$2,000,000. The fee will be based on five percent profit/overhead and nine percent (an increase of four percent) general conditions.

RATIONALE: The general conditions fee was incorrectly submitted on the original Agenda item.

**G-12.** RECOMMENDATION: Approve Supplement No.12 to the master agreement with Gregory S. Helms to provide architectural services on the library addition at Lindbergh Elementary 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.

COST AND FUNDING: The total construction cost of approximately \$1,700,000 will be paid from the Library Bond Fund, 3B-1210-4400-503320-000-000000-000-275-CM042.

REQUISITION NUMBER: 11405022

RATIONALE: Employing architects is required by law on construction projects in the State of Oklahoma. The new library was included in the 2010 bond issue.

**ITEMS LISTED BELOW SUBMITTED BY CHIEF HUMAN CAPITAL OFFICER, MS. TALIA SHAULL**

**G-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 department budget.

**G-14. RECOMMENDATION:** Enter into an agreement with the most responsive and responsible offeror to provide life and disability insurance to District eligible employees.

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

**COST AND FUNDING:** The total cost not to exceed an approximate amount of \$1,000,000 on covered payroll in accordance with the terms and conditions of the Request for Proposal will be charged to the applicable fund/account.

**RATIONALE:** Life and disability insurance is an employee benefit provided by the District for the purpose of hiring and retaining qualified employees.

**G-15. RECOMMENDATION:** Enter into agreements with Drexel and Mansfield universities setting forth the terms under which they will place student interns (student teachers) with teachers within the District for purposes of fulfilling teacher preparation requirements for the 2013 – 2014 school year.

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

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

**RATIONALE:** The agreements will allow the District to partner with area universities in their efforts to train and prepare future teachers. Partnering with universities in this manner allows the District to provide valuable feedback on student progress in regards to the success of future employment in an urban school setting and in addition to influencing the knowledge, experiences and practical skills of its future workforce and applicant pool.

**G-16. RECOMMENDATION:** Engage in services of independent contractors to serve as hearing officers to review student suspensions and to attend training as required for the 2013 - 2014 school year.

**COST AND FUNDING:** The total cost not to exceed \$2,500 (at the rate of \$250 per hearing) will be paid from the General Fund, 11-0000-2199-503200-000-000000-000-09-092.

**RATIONALE:** The Board of Education has directed that out-of-school suspensions of 11 to 45 days be reviewed by a hearing officer in appropriate cases, which is outlined in Board Regulation 2619-R.



## SUPPORTING INFORMATION

### CONSENT ITEM E-28

### POSITION CREATIONS/DELETIONS

#### Certificated/Administrative

#### Create:

Position	Salary/Grade	Duties
<b>Lead Human Capital Partner-ESC/Human Capital</b>  <i>Annual Budget Impact:</i> \$74,900 min. – \$112,300 max.  <i>Funding Source:</i> 11-0000-2572-501110- 000-000000-107-04-041	EL-7 12 Months	Cultivate awareness among school administrators and Human Capital (HC) team members that a core function of HC is to support the growth of Human Capital at the school level. Lead and direct HC Partner processes. Develop and grow collaborative relationships with principals by serving as the primary business partner contact. Establish effective ongoing professional development opportunities to help principals manage human capital, including “just in time” training to principals on human capital related topics as requested. Enhance principals’ abilities to effectively and efficiently manage Human Capital within their school by providing human capital data and related counsel and advice that will allow principals to more effectively manage human capital issues within their schools. Be actively involved in the Teacher Leader Effectiveness (TLE) process, to include a review of all Personal Development Plans (PDP) and oversee corrective measures. Monitor, project and plan for specific unit and FTE instructional needs for assigned schools. Assist principals in finding high-quality candidates to meet individual school needs. Provide guidance regarding teacher dismissal procedures. Attend relevant meetings including professional conferences and School Board meetings as necessary. Participate in local, state and national organizations and maintain a high level of expertise.

Certificated/Administrative Creations/Deletions - Continued

**Delete:**

Position	Salary/Grade	Duties
<p><b>Program Management Officer-ESC/</b>                      Accountability and Program Management</p> <p>Annual Budget Impact:                      \$80,600 min. –                      \$121,000 max</p> <p><i>Funding Source:</i>                      0-11-0950-50-2340-1110-000-0000-109-05-093</p>	<p>EL-8                      12 Months</p>	<p>Oversee and evaluate existing instructional programs. Review existing programs and make recommendations to the Superintendent in regards to programs that need to be added or eliminated based on District initiatives. Oversee and supervise the Program Management Office. Design and deliver initiative communications. Coordinate with other departments.</p>
<p><b>Accountability School Improvement Partner-ESC/School and District</b>                      Accountability</p> <p><i>Annual Budget Impact:</i>                      \$ 69,400 min.-                      \$ 104,200 max.</p> <p><i>Funding Source:</i>                      11-0000-2213-501110-000-000000-211-16-058</p>	<p>EL-6                      12 Months</p>	<p>Work as a team to support the school improvement efforts of the District’s lowest performing schools and build the capacity of the principal and teachers to utilize Oklahoma Core benchmark, and other student achievement data to improve student achievement. Work at the site level 75 percent of the time to provide support and professional development to principals, leadership teams, professional learning communities and teachers.</p>

Certificated/Administrative Creations/Deletions - Continued

**Delete:**

Position	Salary/Grade	Duties
<p><b>Coordinator of Community Based Services-ESC/Special Education and Student Services</b></p> <p><i>Annual Budget Impact: \$ 55,200 min. – \$ 82,800 max.</i></p> <p><i>Funding Source: 11-62-3050-2122-1210- 239-000-109-05066</i></p>	<p>BL-8 12 Months</p>	<p>Coordinate the monitoring, implementation and evaluation of contracts issued by the Department of Special Education and Student Services with state and community social services organizations and mental health agencies as assigned. Coordinate the implementation and monitoring of the PBIS program initiative within the School District. Coordinate the day-to-day supervision of the team members assigned to the community team and the evaluation of School psychologist/psychometrist and speech therapist assigned to the team. Ensure that facilities which contract with the District for the provision of special education services maintain compliance with all special education policies and procedures. Maintain ongoing working relationships with the community systems of the care team as well as the community service council and its respective membership. Coordinate the delivery of services provided by assigned behavior coaches. In partnership with principal, completes performance evaluation of assigned ESC staff.</p>

Certificated/Administrative Creations/Deletions - Continued

**Delete:**

<b>Position</b>	<b>Salary/Grade</b>	<b>Duties</b>
<p><b>Data Analyst-ESC/Teacher and Leader Effectiveness</b></p> <p><i>Annual Budget Impact:</i> \$ 31,000 min. – \$ 46,600 max.</p> <p><i>Funding Source:</i> 11-0844-2340-501210-000-00000-305-05-093-0844</p>	<p>BL-3 12 months</p>	<p>Support the Teacher and Leader Effectiveness (TLE) department with analytical competency, database management, and research development. Analyze teacher evaluation data. Conduct research and write briefs and reports for a range of audiences. Compute and analyze data, using statistical formulas and computers or calculators. Compile statistics from source materials, evaluation data, value added estimates and other performance data. Compile reports, charts, or graphs that describe and interpret findings of analyses. Participate in the publication of data or information.</p>
<p><b>Intern Occupational Therapist-ESC/Special Education and Student Services</b></p> <p><i>Annual Budget Impact:</i> \$5,000</p> <p><i>Funding Source:</i> 0-11-6210-50-2135-1210-239-0000-334-05-066</p>	<p>Non-Scheduled (NS) \$2,500 upon completion of internship</p>	<p>Work within the District and receive practical training under the direct supervision of a certified occupational therapist to assist schools in the full implementation of IDEA with an emphasis upon the delivery of the highest quality service to children within the least restrictive environment. Provide comprehensive school occupational services to children consistent with the established Office of Special Education and Student Services Policies and Procedures.</p>
<p><b>Intern Occupational Therapy Assistant-ESC/Special Education and Student Services</b></p> <p><i>Annual Budget Impact:</i> \$2,000</p> <p><i>Funding Source:</i> 0-11-6210-50-2135-1210-239-0000-334-05-066</p>	<p>Non-Scheduled (NS) \$1,000 upon completion of internship</p>	<p>Work within the District and receive practical training under the direct supervision of a certified occupational therapist to assist schools in the full implementation of IDEA with an emphasis upon the delivery of the highest quality service to children within the least restrictive environment. Provide comprehensive school occupational services to children consistent with the established Office of Special Education and Student Services Policies and Procedures.</p>

Creations/Deletions - Continued

Support

**Create:**

Position	Salary/Grade	Duties
<b>Administrative Secretary-Wilson/Teaching and Learning</b>  Effective 7/01/13  <i>Annual Budget Impact:</i> \$28,953 min. – \$ 39,062 max.  <i>Funding Source:</i> 11-0000-2212-501210- 000-000000-615-06-070	CA-12 \$13.92/hr. to \$18.78/hr. 12 Months	Serve as secretary with minimal supervision. Compose and edit correspondence, memoranda, and forms. Receive and screen callers in a professional, polite and tactful manner and refer callers to other employees, officials or departments when warranted. Maintain department records and filing systems and computer databases as required. Ensure the smooth and efficient office operations by performing a variety of complex secretarial and administrative duties.

**Delete:**

Position	Salary/Grade	Duties
<b>Director's Secretary-Wilson/Teaching and Learning</b>  Effective 7/01/13  <i>Annual Budget Impact:</i> \$25,126 min. – \$ 33,738 max.  <i>Funding Source:</i> 11-0000-2212-501210- 000-000000-615-06-070	CA-9 \$12.08/hr. to \$16.22/hr. 12 Months	Serve as secretary with minimal direction from administrator. Compose and edit correspondence, memoranda and forms. Maintain records and filing systems and computer databases as required. Perform secretarial duties as assigned.

Support Creations/Deletions - Continued

**Create:**

Position	Salary/Grade	Duties
<p><b>Administrative Secretary-ESC/ Communications</b></p> <p>Effective 7/01/13</p> <p><i>Annual Budget Impact:</i> \$28,953 min. – \$ 39,062 max.</p> <p><i>Funding Source:</i> 11-0000-2560-501210- 000-000000-615-14-062</p>	<p>CA-12 \$13.92/hr. to \$18.78/hr. 12 Months</p>	<p>Serve as secretary with minimal supervision. Compose and edit correspondence, memoranda, and forms. Receive and screen callers in a professional, polite and tactful manner and refer callers to other employees, officials or departments when warranted. Maintain department records and filing systems and computer databases as required. Ensure the smooth and efficient office operations by performing a variety of complex secretarial and administrative duties.</p>

**Delete:**

Position	Salary/Grade	Duties
<p><b>Director's Secretary-ESC/Communications</b></p> <p>Effective 7/01/13</p> <p><i>Annual Budget Impact:</i> \$25,126 min. – \$ 33,738 max.</p> <p><i>Funding Source:</i> 11-0000-2560-501210- 000-000000-615-14-062</p>	<p>CA-9 \$12.08/hr. to \$16.22/hr. 12 Months</p>	<p>Serve as secretary with minimal direction from administrator. Compose and edit correspondence, memoranda and forms. Maintain records and filing systems and computer databases as required. Perform secretarial duties as assigned.</p>

Support Creations/Deletions - Continued

**Create:**

Position	Salary/Grade	Duties
<p><b>Finisher I-ESC/Human Capital</b> (2 positions)</p> <p><i>Annual Budget Impact:</i> \$50,252 min. – \$ 67,476 max.</p> <p><i>Funding Source:</i> 11-0000-2572-501210- 000-000000-337-04-041</p>	<p>CA-9 \$12.08/hr. to \$16.22/hr. 12 Months</p>	<p>Manage all phases of the personnel hiring process for prospective employees, including candidate selection, background and eligibility verification, new-hire documentation, orientation, HRIS data entry, and employment contract preparation. Ensure active and inactive personnel files for employee groups are organized, accurate, up-to-date, and in compliance with applicable law and regulations. Is the primary HC point of contact for staffing position control and allocations and provide timely, accurate, and customer-friendly administration of processes relating to transfers, demotions, promotions, leaves of absence, disciplinary issues, other employment related processes, and processing association membership set up and withdrawal information, as well as responses to inquiries regarding such processes. Dependable, punctual attendance and completion of assigned projects and responsibilities. Assist HR peers in the performance of related duties and responsibilities as needed.</p>

**Delete:**

Position	Salary/Grade	Duties
<p><b>Finisher II-ESC/Human Capital</b></p> <p><i>Annual Budget Impact:</i> \$26,333min. – \$ 35,402 max.</p> <p><i>Funding Source:</i> 11-0000-2572-501210- 000-000000-337-04-041</p>	<p>CA-10 \$12.66/hr. to \$17.02/hr. 12 Months</p>	<p>Provide timely, accurate and customer serviced administrative support within the Human Capital Department. Responsible for the completion and submission of all Board of Education agenda items, monitor all Board actions for accurate submission and ensure timely submission of all agenda items. Monitor and track all unemployment related matters and provide timely notification of issues related to unemployment. Serve as the assets manager for the Human Capital Department. Provide backup and support to all Human Capital Finisher I and perform additional duties as required.</p>

Support Creations/Deletions - Continued

**Delete:**

Position	Salary/Grade	Duties
<p><b>Administrative Secretary-ESC/</b> Accountability and Program Management</p> <p><i>Annual Budget Impact:</i> \$28,953 min. – \$39,062 max.</p> <p><i>Funding Source:</i> 0-11-7787-50-2330-0000- 000-0000-110-05-093</p>	<p>CA-12 \$13.92/hr. to \$18.78/hr. 12 months</p>	<p>Serve as secretary with minimal supervision. Compose and edit correspondence, memoranda, and forms. Receive and screen callers in a professional, polite and tactful manner and refer callers to other employees, officials or departments when warranted. Maintain department records and filing systems and computer databases as required. Ensure the smooth and efficient office operations by performing a variety of complex secretarial and administrative duties.</p>
<p><b>Pressman-ESC/</b> Printing, Mail Services (4 positions)</p> <p><i>Annual Budget Impact:</i> \$133,203 min. - \$180,627 max.</p> <p><i>Funding Source:</i> 11-0000-2530-501210- 000-000000-615-14-062</p>	<p>MT-15 \$16.01/hr. - \$21.71/hr. 12 months</p>	<p>Examine job ticket and/or printing department requisitions to determine quantity, paper requirements; ink color(s) and any special printing instructions. Operate press, perform visual examination of printed copy for ink density, registration, and make necessary adjustments needed to ensure specific registration and color density. Perform routine and daily maintenance in addition to cleaning, wash-ups, and oiling, also including necessary adjustment to ensure trouble free operation. Prepare finished printed jobs. Perform other tasks as assigned by Printing Department Supervisor.</p>
<p><b>Secretary-ESC/</b> Printing, Mail Services</p> <p><i>Annual Budget Impact:</i> \$20,883 min. - \$27,684 max.</p> <p><i>Funding Source:</i> 11-0000-2530-501210- 000-000000-615-14-062</p>	<p>CA-5 \$10.04/hr. - \$13.31/hr. 12 months</p>	<p>Perform various secretarial tasks as assigned.</p>



**SUPPORTING INFORMATION**

**CONSENT ITEM E-29**

**ROUTINE STAFFING ITEMS**

**ELECTIONS**

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
<b>Certificated/Administrative:</b>				
Bailey, Arrica	10/08/13	BL-5	\$ 33,855.93	Community School Coordinator-Gilcrease Rate: \$42,500
Ballard, Molly	8/19/13 5/29/14	M-0	33,956.00	Teacher-Hamilton/Grade 2
Ballinger, Kendall	10/02/13 5/29/14	B-6	28,480.68	Teacher-Bell/ELD Rate: \$35,300
Bolterstein, Jessica	10/01/13 5/29/14	M-5	27,799.64	Teacher-Chouteau/ Kindergarten Rate: \$35,976
Broadwell, Daniel	9/30/13	B-1	27,655.93	Teacher-Owen/Grade 5 Rate: \$33,300 Return from leave
Brown, Laura	9/01/13	B-12	35,657.18	Teacher-Hawthorne/Grade 2 Rate: \$38,020 Return from leave
Culley, Shenara	9/03/13 5/29/14	M-3	30,412.58	Teacher-Hamilton/ Kindergarten Rate: \$35,176
Dill, Tommy	10/03/13	B-13	31,452.20	Teacher-Kerr/Grade 5 Rate: \$38,660 Return from leave
Eddleman, Erin	9/25/13 5/29/14	B-1	26,488.63	Teacher-Eugene Field/ Grade 6 Rate: \$ 33,300 Former Employee (f.e.)

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Gillespie, Pamela	9/27/13 5/29/14	B-28	\$ 20,867.16	Teacher-Disney/Enrichment Half-Time Rate: \$49,360
Grinder, Devonny	10/01/13 5/29/14	B-0	27,292.05	Teacher-Hawthorne/ Grade 3 Rate: \$32,900
Henderson, Tara	9/26/13 5/29/14	M-17	37,593.72 1,879.69	Teacher-Celia Clinton/ Special Education Rate:\$44,406/\$2,220.03
Ide, Judith	9/26/13 5/29/14	M-28	45,661.13	Teacher-Salk/Grade 6 Rate: \$53,936
Jellison, Stacy	10/04/13 5/29/14	B-4	27,872.88	Staff Development Teacher- Memorial Rate: \$34,500 Return from leave
Kalbe, Dana	8/20/13 5/29/14	M-5	35,771.59	Teacher-Hawthorne/ Academic Engagement Rate: \$35,976
Klenda, Carol	8/21/13 5/29/14	M-7	18,188.00 899.49	Counselor-Salk Half-Time Counselor Rate: \$36,796/\$1,831
Lambert, Linda	8/19/13 5/29/14	B-18	32,900.00	Teacher-McClure/Grade 4
Lundy, Shelley	9/24/13 5/29/14	B-0	28,226.70	Teacher-Skelly/Grade 6 Rate: \$32,900
Mize, Chelsea	9/20/13 5/29/14	B-0	28,600.57	Teacher-Robertson/Grade 5 Rate: \$32,900
Mizell, Sara	9/18/13 5/29/14	B-5	30,735.80	Teacher-Hamilton/Grade 4 Rate: \$34,900

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Moore, Linda	10/01/13 5/29/14	M-28	\$ 22,657.22  1,045.85	Teacher-Tulsa Met Jr. High/P.E. Half-Time Alternative Education Rate: \$54,936/\$2,746.80
Myers, Pamela	9/25/13 5/29/14	B-0	28,039.77	Teacher-McClure/ Kindergarten Rate: \$32,900
Rainwater, Lindsey	10/07/13 5/29/14	B-0	25,609.66	Teacher-Mark Twain, Salk/ ELL Rate: \$32,900
Rainwater, Terry	10/07/13 5/29/14	B-0	26,394.35 1,327.21	Teacher-TRAICE/Read 180 Alternative Education Rate: \$32,900/\$1,645
Ramirez, Shana	9/19/13 5/29/14	B-5	15,268.75	Teacher-Bell/ELD Half-Time Rate: \$34,900
Randall, Candace	10/08/13 5/29/14	B-0	25,349.18	Teacher-Penn/ Kindergarten Rate: \$32,900
Reilly, Margaret	8/19/13 5/29/14	B-7	35,700.00	Teacher-Bell/Grade 1
Rothman, Danielle	8/21/13 5/29/14	B-0	32,526.14	Teacher-McClure/ Special Education Rate: \$32,900
Sams, Jennifer	9/23/13 5/29/14	M-0	29,325.64	Teacher-McLain Seventh Grade Academy/ELD, Science Rate: \$33,956
Tatro, Anna	8/19/13 5/29/14	B-0	32,900.00	Teacher-Cooper/ Enrichment

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Trebonik, Marie	9/30/13 5/29/14	M-10	\$ 16,472.00	Teacher-Wright/ELD Half-Time Rate: \$38,444
Young, Erin	8/19/13 5/29/14	B-2	33,700.00	Title I Reading Interventionist-Robertson
<b>Support (Hourly):</b>				
Barnett, Alysses	9/25/13 6/30/14	MT-3	\$ 9.21 .46	Custodian-Plant Operations Shift differential
Boone, Mindy	10/07/13 6/30/14	MT-9	12.74	Culinary Coordinator-Child Nutrition
Brown, Ruth	9/30/13 5/28/14	MT-1	9.37	Child Nutrition Services (CNS) Assistant-McLain
Clark, Rebecca	9/16/13 5/28/14	IS-10	13.11	Autism Paraprofessional- Hale
Crawford, Janis	9/30/13 5/28/14	MT-3	9.61	CNS Cook II – Rogers
Davison, Allean	9/30/13 5/28/14	MT-1	8.90	CNS Assistant-Rogers
De La Mora Ramirez, Maria	9/30/13 6/30/14	MT-3	9.21 .46	Custodian-ESC Shift differential
Dickison, Andrew	10/07/13 5/28/14	IS-10	13.11	ED Paraprofessional- Memorial
Duckett, Morisha	9/30/13 5/28/14	MT-4	9.63	Bus Driver Trainee
Flores, Ivan	9/30/13 5/28/14	MT-1	8.74	CNS Assistant-Rogers
Frank, Jennifer	9/03/13 5/28/14	MT-1	8.74	CNS Assistant-Washington
Fuel, Kimberly	9/30/13 5/28/14	MT-6	10.72	Bus Driver Trainee f.e.

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Garcia, Amparo	9/27/13 5/28/14	MT-3	\$ 10.89	CNS Cook II – Lindbergh
Guy, James	9/30/13 5/28/14	MT-3	10.26	CNS Cook II-Monroe
Harris, Janet	9/30/13 5/28/14	MT-1	8.90	CNS Assistant-McKinley
Horton, Jill	9/30/13 5/28/14	MT-1	8.74	CNS Assistant-Hale Jr. High
Hout, Edward	10/22/13 6/30/14	MT-11	13.29	Painter Craftsperson-Maintenance
Hughs, Earlene	10/07/13 5/28/13	MT-6	10.72	Bus Driver Trainee
Humphrey, Anna	9/30/13 5/28/14	MT-6	10.72	Bus Driver Trainee
Jones, Allive	10/07/13 5/28/14	MT-4	9.63	Bus Driver Trainee
Jones, Brandon	9/30/13 6/30/14	MT-4	9.63	Bus Driver Trainee
Jones, Daniel	10/07/13 5/28/14	MT-4	9.63	Bus Driver Trainee
Lee, Amy	9/30/13 5/28/14	IS-6	10.81	Teacher Assistant (TA)-Disney
Lowe, Tammy	9/03/13 5/28/14	MT-1	8.74	CNS Assistant-Lewis and Clark
Luhring, Karen	9/30/13 6/30/14	MT-6	10.72	Bus Driver Trainee
Marquez De Nunez, Maria	9/30/13 6/30/14	MT-3	9.21 .46	Custodian-McClure Shift differential
Mason, Mary	9/30/13 5/28/14	MT-1	8.90	CNS Assistant-Mitchell

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Mason, Micah	10/07/13 5/28/14	IS-10	\$ 13.11	MD Paraprofessional-Central
McCormick, Charles	9/25/13 5/28/14	IS-10	15.02	ED Paraprofessional-East Central Jr. High
Mills, Kari	9/30/13 5/28/14	MT-1	8.90	CNS Assistant-McClure
Newby, Nidya	9/16/13 5/28/14	IS-3	9.21	TA-Dual Language Immersion Program
Owens, Henrietta	9/30/13 5/28/14	MT-1	8.74	CNS Assistant-Clinton
Reed, Erica	9/30/13 5/28/14	MT-1	8.74	CNS Assistant-MacArthur
Robertson, Radiance	9/30/13 5/28/14	MT-1	8.90	CNS Assistant-Kendall Whittier
Shaw, Clifford	10/07/13 5/28/14	IS-10	13.11	ED Paraprofessional-Central
Smith, Katelyn	9/30/13 5/28/14	IS-6	10.81	TA-Cooper
Stevens, Jennifer	9/30/13 5/28/14	IS-3	9.21	TA-ECDC Porter
Sutton, Roxie	9/30/13 6/30/14	MT-3	9.21	Custodian-Jones
Taylor, Stephanie	10/04/13 5/28/14	IS-10	13.11	Autism Paraprofessional-McClure
Walker, Francine	8/22/13 5/28/14	MT-1	9.37	CNS Assistant-McLain
White, Sidnee	9/30/13 6/30/14	MT-3	9.21 .46	Custodian-Plant Operations Shift differential

ADJUSTMENTS

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
<b>Certificated/Administrative:</b>					
Anderson, Dorothy	Teacher-Disney/ Grade 4 B-4	8/19/13	\$ 34,500.00	\$ 35,576.00	M-4
Austin, Judy	Manager in Training MT-6	9/30/13	10.95/hr.	14,538.84/yr.	Traveling Manager BL-A Rate: \$17,954
Ballard, Joseph	Teacher- Memorial/ Special Ed B-10	8/19/13	37,200.00 1,860.00	38,326.00 1,916.30	M-10 Special Education
Carter, Lashasha	Traveling Manager-CNS BL-A	9/03/13	18,561.00	19,311.25	CNS Manager-KIPP BL-B Rate: \$20,788
Conroy, Deborah	Manager in Training MT-6	9/30/13	11.05/hr.	14,671.64/yr.	Traveling Manager- BL-A Rate: \$18,118
Cunningham, Lakisha	Manager in Training MT-6	9/30/13	10.52/hr.	14,031.91/yr.	Traveling Manager BL-A Rate: \$17,328
Elmore, Sarah	Teacher-Skelly, Grimes/ELL B-0	9/16/13	32,900.00	31,112.38	Credit for Experience B-5 Rate: \$34,900
Evans, Christopher	Manager in Training MT-6	9/30/13	12.28/hr.	16,014.26/yr.	Traveling Manager BL-A Rate: \$19,776
Gregory, Melanie	Manager in Training MT-6	9/30/13	10.52/hr.	14,031.91/yr.	Traveling Manager BL-A Rate: \$17,328
Grigsby, Dawn	Manager in Training MT-6	9/30/13	12.28/hr.	16,014.26/yr.	Traveling Manager BL-A Rate: \$19,776

ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Jimenez, Hannah	Teacher-Bell/ ELD B-3	10/07/13	\$ 34,100.00	\$ 27,357.06 1,477.28 968.75	Dual Language Program Specialist- Specialist Rate: \$34,100/ \$1,831 Additional days B-3
Johnson, Shari	Manager in Training MT-6	9/30/13	11.64/hr.	15,455.51/yr.	Traveling Manager BL-A Rate: \$19,086
Launchbaugh, Sarah	Speech Pathologist- Disney M-8	8/19/13	22,443.60 1,122.18	23,114.40 1,155.72	M30-8 Special Education
Madden, Rebecca	Dean-Rogers B-7	8/19/13	35,700.00 2,028.41 2,289.00	36,796.00 2,090.68 2,289.00	M-7 Additional duties Dean
Martin, Darla	Assistant CNS Manager MT-6	9/16/13	11.86/hr.	15,029.57/yr.	Traveling Manager BL-A Rate: \$18,560
Masingale, Jennifer	Teacher-Kendall Whittier/ Special Ed B-10	8/05/13	37,200.00 1,860.00	38,329.00 1,916.30	M-10 Special Education
Mota, Maria	CNS Manager- Carnegie BL-A	9/30/13	17,497.00	16,170.20	CNS Manager-Peary BL-B Rate: \$19,597
Norberg, Bonnie	Manager in Training MT-6	9/30/13	10.58/hr.	14,048.11/yr.	Traveling Manager BL-A Rate: \$17,348
Place, Elizabeth	Manger in Training MT-6	9/30/13	11.06/hr.	14,685.41/yr.	Traveling Manager BL-A Rate: \$18,135



ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Quigley, Carrie	CNS Manager A-Park BL-A	10/08/13	\$ 20,699.00	\$ 17,695.47	CNS Manager B- Clinton BL-A Rate: \$22,769
Shippo, Raymond II	Leadership Instructor- TRAICE TS-11	9/16/13 5/29/14	19.35/hr.	29,348.29/yr. 1,467.41	Teacher-Rogers/ Special Education Rate: \$32,900/ \$1,645 B-0
Strickland, Susan	Manager in Training MT-6	9/30/13	11.30/hr.	15,003.65/yr.	Traveling Manager BL-A Rate: \$18,528
Suppes, Rebecca	Speech Pathologist- ECDC Bunche M-14	8/19/13	32,964.80 1,648.24	35,075.20 1,753.76	M30-15 Special Education
Thompson, Wendy	Manager in Training MT-6	9/30/13	10.67/hr.	14,167.15/yr.	CNS Traveling Manager BL-A Rate: \$17,495
<b>Support (Hourly):</b>					
Allen, Linda	CNS Assistant- Wright MT-1 6.5hrs/day	10/14/13 5/28/14	\$ 9.39	\$ 9.39	4hrs/day
Austin, Judy	CNS Cook II – Carver MT-3	9/09/13 5/28/14	10.05	10.95	Manager in Training MT-6
Bean, Shameka	Bus Driver Trainee MT-4	9/30/13 5/28/14	9.63	10.72	Bus Driver MT-6
Becerra De Ortiz, Cecilia	CNS Assistant- Hale Jr. High MT-1 6hrs/day	8/22/13 5/28/14	8.74	9.35	CNS Cook I-Hale Jr. High MT-2 7hrs/day

ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Conroy, Debra	CNS Cook II – McClure MT-3	9/09/13 5/28/14	\$ 10.14	\$ 11.05	Manager in Training MT-6
Cooper, Jacqueline	CNS Assistant- McLain MT-1 6hrs/day	9/30/13 5/28/14	9.87	9.87	CNS Assistant- McLain Seventh Grade Academy MT-1 7.5hrs/day
Cunningham, Lakesha	Assistant Manager- Robertson MT-6 7hrs/day	9/09/13 5/28/14	10.52	10.52	Manager in Training MT-6 8hrs/day
Dawkins, Paula	CNS Cook II – Key MT-3 7hrs/day	10/14/13 5/28/14	10.37	11.30	CNS Assistant Manager-Key MT-6 8hrs/day
Fitzer, Barbara	CNS Assistant- Hale Jr. High MT-1 2-CI 5hrs/day	8/22/13 5/28/14	11.73	11.73	6hrs/day
Gregory, Melinda	CNS Assistant Manager- Carnegie MT-6 7.5hrs/day	9/09/13 5/28/14	10.52	10.52	Manager in Training MT-6 8hrs/day
Henry, Floyd	Custodian-Plant Operations MT-3	9/16/13 5/28/14	9.21	9.85	Bus Driver Trainee
Johnson, Jerry	Bus Driver Trainee MT-4	9/30/13 5/28/14	9.63	10.72	Bus Driver MT-6
Johnson, Shari	CNS Assistant Manager- Lindbergh MT-6 7hrs/day	9/09/13 5/28/14	11.46	11.46	Manager in Training MT-6 8hrs/day
Jordan, Alfred	Custodian- McLain MT-3	9/26/13 6/30/14	9.79	10.57	Assistant Head Custodian-McLain MT-5 Shift differential
			.48		

ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Place, Elizabeth	CNS Assistant Manager-Wright MT-6 7.5hrs/day	9/09/13 5/28/14	\$ 11.06	\$ 11.06	Manager in Training MT-6 8hrs/day
Rebollar, Matilda	CNS Assistant- Robertson MT-1	8/16/13 5/28/14	9.38	10.13	CNS Cook II – Robertson MT-3
Stalnakar, Linda	CNS Assistant- McLain MT-1 7hrs/day	9/30/13 5/28/14	9.25	9.89	CNS Cook I – McLain Seventh Grade Academy MT-2 7.5hrs/day
Strickland, Susan	CNS Cook II- Sequoyah MT-3	9/09/13 5/28/14	10.37	11.30	Manager in Training MT-6
Suarez, Sarah	CNS Cook I- Hale Jr. High MT-2 7hrs/day	8/22/13 5/28/14	9.89	10.58	7.5hrs/day
Tottress, Thea	CNS Assistant- McLain MT-1 6hrs/day	9/30/13 5/28/14	9.37	9.37	CNS Assistant- McLain Seventh Grade Academy MT-1 7hrs/day
Tucker, Meika	Bus Driver Trainee MT-4	9/30/13 5/28/14	9.63	10.72	Bus Driver MT-6
Walker, Debra	CNS Cook II- MacArthur MT-3 2-CI	8/22/13 5/28/14	12.01	13.00	CNS Assistant- MacArthur MT-6 2-CI
Ware, Danetta	CNS Cook I- Hamilton MT-2	8/22/13 5/28/14	9.80	10.48	CNS Cook II- Hamilton MT-3 7.5hrs/day
Wimberly, Shelley	CNS Assistant Manager-Hale Jr. High MT-6 .5hrs/day	8/22/13 5/28/14	11.85	11.85	8hrs/day

## LEAVES OF ABSENCE

Name	Effective Date	Assignment	Reason
<b>Certificated/Administrative:</b>			
Hayes, Barbara	9/03/13	Counselor-ECDC Porter	Personal illness
Hilsheimer, Linda	8/26/13	Teacher-Jones/Grade 1	Personal illness
Huss, Beth	9/16/13	Teacher-Mitchell/Grade 4	Maternity
McKenzie, Rashelle	9/16/13	Staff Development Teacher-Marshal	FMLA
Suender, Stephanie	10/07/13	Teacher-Robertson/Kindergarten	Maternity
Wale, Ashley	9/25/13	Social Services Specialist-Skelly	Maternity
Wayman, Kacie	9/09/13	Teacher-Celia Clinton/ Grade 1	Personal illness
<b>Support (Hourly):</b>			
Dalton, Bridgette	9/30/13	CNS Assistant-Jones	Personal illness
Dixon, Angela	10/15/13	CNS Assistant Manager-Rogers	Personal illness
Gary, Misty	9/12/13	Bus Driver	FMLA
Gideon, William	10/01/13	Autism Paraprofessional-MacArthur	Personal illness
Gomez, Ana	9/24/13	Custodian-Lindbergh	FMLA
Keys, Patricia	9/09/13	Registrar-Memorial Jr. High	Personal illness
Lewis, Marcus	9/08/13	Bus Driver Trainee	Personal illness
Lyles, Gwendolyn	8/19/13	MD Paraprofessional-Edison	Personal illness
Medina, Yesica	9/24/13	Custodian-Hawthorne	Maternity
Pierce, Cynthia	9/23/13	TA-Lindbergh	Personal illness
Ray, Connie	10/03/13	Clerk-McLain	Personal illness
Shennib, Fatiha	10/08/13	CNS Assistant-Salk	Personal
Terrazas, Guerreo	8/22/13	Custodian-Penn	Personal illness
Ward, Karissa	11/04/13	Paraprofessional-Remington	Maternity

## RESIGNATIONS

Name	Effective Date	Assignment
<b>Certificated/Administrative:</b>		
Clemons, Nicole	9/20/13	Teacher-Academy Central/Grade 1
Evans, Dustin	9/27/13	Teacher-Celia Clinton/Art
Fiddler, James	10/01/13	Teacher-McKinley/Grade 3
Lam, Tuyet	9/09/13	Teacher-Kendall Whittier/Grade 1
O'Neal, Starr	9/30/13	Teacher-McClure/Grade 5
Reed, Karen	9/24/13	Teacher-Academy Central/Grade 5
Webster, Cindy	10/16/13	Teacher-Central Jr. High/Art
<b>Support (Hourly):</b>		
Allen, Eryne	6/28/13	Autism Paraprofessional-Bell
Bean, Shameka	10/07/13	Bus Driver
Butler, Donna	9/27/13	CNS Assistant-Sequoyah
Cooper, Alene	8/21/13	TA-Jackson
Donald, Tiffany	5/16/13	TA-Academy Central
Gonzalez, Alejandra	8/02/13	TA-Skelly
Howeth, Glenda	7/31/13	Accountability Specialist-ESC/Accountability
Lilley, Nita	8/22/13	Paraprofessional-Project Accept
Loggins, Michelle	9/20/13	Custodian-Carnegie
Pamperl, Enno	9/18/13	Bus Driver
Pearson, Crystal	10/11/13	TA-Hawthorne
Rangi, Manpreet	9/27/13	CNS Assistant-Springdale
Terry, Melvin	9/18/13	Bus Driver

RESIGNATIONS - Continued

<u>Name</u>	<u>Effective Date</u>	<u>Assignment</u>
Titworth, Nevada	6/21/13	TA-Central
Williams, Nehru	9/16/13	Bus Driver Trainee
Willis, Tamar	5/16/13	TA-Project Accept
Zeigler, Taulease	9/30/13	Paraprofessional-Hoover
Ziegler, Elisabeth	6/03/13	TA-ECDC Reed

TERMINATIONS

<u>Name</u>	<u>Effective Date</u>	<u>Assignment</u>
<b>Certificated/Administrative:</b>		
Taylor, Betsy	10/04/13	Teacher-TRAICE Academy/Alternative Education

## SUBSTITUTE AND TEMPORARY ELECTIONS

### Adjunct Teachers

Curtis, Linda - Art  
Riphahn, Nancy - Music

### Substitute Teachers

Barnett, Shirley  
Blank, Kathryn  
Burns, Alvin  
Carver, Melinda  
Cathey, Gary  
Crosby, Bobbie  
Dillard, Ernestine  
Dunbar, Marcus  
Flickinger, Tiffany  
Gaddis, Karen  
Goodrich, Victoria  
Hart, James  
Henrie, Denise  
Juergens, Jacqueline  
Lee, Linda  
McKinney-Olden, Tammara  
Nash, Lakeisha  
Rutledge, Cindy  
Socholotuk, Kathryn  
Tatum, Maria

### Tutors

Bigelow, Virginia  
Butler, Mary  
Byrd-Magee, Janet  
Erker, Anne  
Goodlow, Jennifer  
Griggs, Mary  
Jones, Cathryn  
Krottinger, Mary Ann  
Leach, Kathy  
McCormick, Sabrina  
Simmons, Martha  
Spence, Sharon  
Towner, Cheryl  
Williams, Brenda

### Community School Liaison

Shrewsbury, Linda  
Data Fellow – Accountability  
Holt, Anna

### Speech-Language Pathologist

Flickinger, Tiffany

### Accompanist

Hintz, Sandra

### Teacher Assistants

Amador Diaz, Oscar  
Armstrong, Tiara  
Cole, Stefanie  
Lindsey, Kimberly

### Clerks

Clancy, Deborah  
Owen, Marsha  
Packer, Deborah

### Site Assistant – Before and After Care

Stay, Kaityln

### CNS

Bettis, Britany  
Burns, Catherine  
Chesson, Lotis  
Glover, Sherry  
Hansard, Elissa  
Johnson, Uniqua  
Jones, Ronesha  
McGee, Derrika  
McVay, LaToya  
Norris, Tracy

SUBSTITUTE AND TEMPORARY ELECTIONS - Continued

Adjunct Teachers

East Central – 13-11-000-1000-501930-820-330000-201-07-710

Tyler Gooch, Football @ \$3,335, September 1, 2013 – May 25, 2014

Edison – 13-11-000-1000-501930-820-330000-201-07-712

Jonathan Brown, Football @ \$2,877, September 1, 2013 – May 25, 2014

Edison – 13-11-000-1000-501930-820-330000-201-07-712

Terry Bradford, Football @ \$3,335, September 1, 2013 – May 25, 2014

Hale – 13-11-000-1000-501930-820-330000-201-07-715

Mark Clymer, Baseball @ \$1,387, September 1, 2013 – May 25, 2014

Hale – 13-11-000-1000-501930-820-330000-201-07-661

Robert Banks, Basketball @ \$2,577, September 1, 2013 – May 25, 2014

McLain Jr. High – 13-11-000-1000-501930-820-330000-201-07-662

Patrick Jamison, Football @ \$1,373, September 1, 2013 – May 25, 2014

McLain Jr. High – 13-11-000-1000-501930-820-330000-201-07-662

Curtice Williams, 8<sup>th</sup> Grade Football @ \$2,014, September 1, 2013 – May 25, 2014

Curtice Williams, 7<sup>th</sup> Grade Assistant Football @ \$1,373, September 1, 2013 – May 25, 2014

Thoreau – 13-11-000-1000-501930-820-330000-201-07-573

Mark Ott, Football @ \$1,373, September 1, 2013 – May 25, 2014



## SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES

### Area Manager Supervision Stipend for CAP, Head Start and Satellite meal service

Pay Sheila Russell a monthly stipend at the rate of \$225 for direct monitoring of operations for contracted and satellite programs, September 2013-May 2014. Stipend at the rate of \$25 per site up to a maximum of \$300.

Pay Debbie Cearley a monthly stipend at the rate of \$50 for direct monitoring of operations for contracted and satellite programs, September 2013-May 2012. Stipend at the rate of \$25 per site up to a maximum of \$300.

Pay Sheila Russell a monthly stipend at the rate of \$75 for direct monitoring of operations for contracted and satellite programs, September 2013- May 2014. Stipend at the rate of \$25 per site up to a maximum of \$300.

Pay Toni Sorrels a monthly stipend at the rate of \$25 for direct monitoring of operations for contracted and satellite programs, September 2013- May 2014. Stipend at the rate of \$25 per site up to a maximum of \$300.

Pay Sally Sutton a monthly stipend at the rate of \$25 for direct monitoring of operations for contracted and satellite programs, September 2013- May 2014. Stipend at the rate of \$25 per site up to a maximum of \$300.

Pay Kurt Stillman a monthly stipend at the rate of \$25 for direct monitoring of operations for contracted and satellite programs, September 2013- May 2014. Stipend at the rate of \$25 per site up to a maximum of \$300.

### Cafeteria Manager Extra Duties

Kipp Saturday School Meal Service - 22-3850-3120-501210-700-000000-513-03-053

Pay cafeteria manager LaSasha Carter for Saturday school meal service, @ her current daily rate, for working five additional days beginning September 29, 2013.

CLS Intersession – 22-3850-3120-501210-700-000000-953-03-053

Pay the following Continuous Learning sites cafeteria managers @ their current daily rate, for days worked during the Fall Intersession, October 22, 2013, through November 1, 2013, and Spring Intersession March 10, 2014, through March 14, 2014, and March 24, 2014 through, March 28, 2014.

Barnes, Vicki  
Boone, Delores  
Jensen, Stephanie

Jeremiah, Vicki  
Morris, Michelle  
Sabala, Margaret

CAP/Head Start Extra Duties - 22-3850-3120-501210-700-000000-953-03-053

Pay cafeteria manager Jamie Jordan @ her current daily rate for days worked during the fall break, October 13, 2013, through November 1, 2013, and winter break January 2, 2014, and January 3, 2014.

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES - Continued

Multi Café Site Management– 22-3850-3120-501210-700-000000-513-03-xxx

Pay cafeteria manager Adairia Washington a stipend of \$800/month (total not to exceed \$8,000) to manage all operational and administrative café duties for the dual sites McLain Jr./Sr. and McLain 7<sup>th</sup> Grade Academy October through May 2014.

ACE Remediation – School Activity Fund #520

Pay certified staff member Jack Mitchell staff, a total not to exceed \$2,000 to serve as the Ace Remediation Coordinator for Memorial High School during the school year 2013-2014.

Arts Integration - 11-0165-2212-501700-000-000000-210-16-079

Pay 60 certified teachers to be named, @ \$30/hr. (total not to exceed \$18,000) for ten hours to write arts integration lesson plans for the Any Given Child program for the 2013-2014 school year.

Curriculum Writing - 11-0165-2212-501700-000-000000-210-16-079

Pay certified staff member Eileen Simmons @ \$30/hr. (total not to exceed \$1,200) for 40 hours to guide Professional Development of curriculum writers for the Any Given Child program for the 2013-2014 school year.

Edison Before/After School Supervision – School Activity Fund #520

Pay certified staff member Mike Cummins a total not to exceed \$1,200 for Before/After School Supervision during the 2013-2014 school year.

Edison Football –School Activity Fund #536

Pay certified staff member Donald Howell Jr., a total not to exceed \$4000 for coaching Edison Football during the 2013-2014 school year.

Memorial Detention – School Activity Fund #520

Pay Memorial certificated staff, to be named @ \$18/hr. (total not to exceed \$2,750) to provide before and after school detention for students during the school year 2013-2014.

Nathan Hale Detention – 11-0000-10000-501700-421-400000-210-07-715

Pay Nathan Hale High School certified staff, to be named, @ \$18/hr. (total not to exceed \$4,400) to provide Saturday School detention for students during the 2013-14 school year.

Supplemental Tutoring Title I Delinquent -11-5320-1000-501700-429-000000-05-000-093-5118  
11-5320-1000-501800-429-000000-05-000-093-5118

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 project 5320 budget) to provide before school, after school, supplemental day tutoring, or weekend academic tutoring in allowable content areas outside of contract hours during the 2013-2014 school year. The Life program provides students who have been at the Juvenile Detention Center, David L. Moss and Phoenix Rising transition services from these special facilities to their home school. These services include: counseling, job skill training, life skills and family counseling.

CORRECTIONS TO PREVIOUSLY APPROVED ITEMS

**October 7, 2013 page 68 – Correct proposed contract amounts**

Adjustments

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
<b>Certificated/Administrative:</b>					
Pruitt, Latricia	TRAICE Satellite Advisor-Tulsa Met B-24	8/19/13	46,630.00	46,630.00	Interim LTI Coordinator-Tulsa Met B-24
			8,088.00		Additional Duties
			2,431.50	2,431.50	Alternative Education
			1,854.60	1,854.60	Additional days

**June 17, 2013 Agenda, page 87 – Correct total amount not to exceed**

Advanced Placement Testing – Washington’s School Activity Fund #529

Pay Terry Beach, certified staff member, a total not to exceed \$1,000 to serve as Advanced Placement Coordinator at Washington High School during the 2013-2014 school year.

**SUPPORTING INFORMATION**

**INFORMATION ITEM G-13**

**POSITION CREATIONS/DELETIONS**

**Create:**

Position	Salary/Grade	Duties
<p><b>Principal Coach for Leadership Development - ESC/ Teacher and Leadership Effectiveness (2 positions )</b></p> <p><i>Annual Budget Impact:</i> \$ 129,200 min. – \$ 194,000 max.</p> <p><i>Funding Source:</i> 11-7789-2573-501110-000-000000-110-05-093-7789</p>	<p>EL-5 12 Months</p>	<p>Provide needed support and mentoring to novice principals, thereby accelerating their effectiveness. Support principals' development in regards to instructional leadership, school culture and climate, performance management and data-driven decision practices in alignment with Tulsa's leadership effectiveness framework. Assist the school leader in goal setting activities. Provide high quality, relevant professional development for new principals through New Principal Academy modules and study groups. Collaborate with the Teacher and Leadership Effectiveness Office, Professional Development and others to insure the delivery of high-quality, job embedded, just-in-time professional learning for District and school administrators.</p>