



AGENDA

Regular Meeting of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **Tuesday, January 20, 2015**, 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 McLain High School JROTC under the direction of Lieutenant Colonel Darwin Sellers.
- 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. Consideration and vote to endorse the OSSBA and CCOSA, For the People: A Vision for Oklahoma Public Education Resolution that speaks to embracing change and improvements that will help public education better serve all children.
- C-2. Superintendent's special presentations and awards.

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

<u>Regular Meeting</u>	<u>Special Meetings</u>
January 5, 2015	December 16, 2014
	December 17, 2014
	December 19, 2014
	January 3, 2015
	January 8, 2015

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 NONROUTINE 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, February 2, 2015, at 6:30 p.m. in the Cheryl Selman Room at the Education Service Center, 3027 South New Haven Avenue, Tulsa, Oklahoma.

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 routine secondary field trips.

RATIONALE: Board Policy 3314 requires that all out-of-state student field/study trips and travel have prior authorization by the Board of Education.

E-2. RECOMMENDATION: Enter into a contract with Music Theatre International (MTI) to provide The Seussical Broadway Musical for Edison Preparatory High School, March 6-7, 2015.

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

COST: Not to exceed \$1,970

FUND NAME/ACCOUNT: Edison's School Activity Fund #520

RATIONALE: Participation in this type of theatrical production is limited for students unless offered through high school music programs. The students will strengthen as a performance team by honing musical and theatrical skills in a collaborative setting and focusing on a quality performance, thus providing a quality experience for all.

E-3. RECOMMENDATION: Enter into an agreement with the University of Oklahoma to provide a room for McLain High School's junior/senior prom, May 8, 2015.

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

COST: Not to exceed \$800

FUND NAME/ACCOUNT: McLain's School Activity Fund #856

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

- E-4.** RECOMMENDATION: Enter into a contract with the Tulsa Zoo to provide a room and catering for Hale High School's senior prom, April 25, 2015.

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

COST: Not to exceed \$6,000

FUND NAME/ACCOUNT: Hale's School Activity Fund #856

RATIONALE: The senior prom is a tradition at Hale High School. The senior class comes together in an elegant setting to celebrate and promote school spirit.

- E-5.** RECOMMENDATION: Enter into a contract with Sway Medical, LLC to provide a software application for baseline testing and postconcussive symptom testing during the 2014-2015 school year.

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

COST: No cost to the District

REQUISITION NUMBER: 41301057

RATIONALE: The Sway Balance System is an FDA approved mobile platform used to assess balance, reaction time, and postconcussive symptom intensity. Following a concussive event, return-to-learn and return-to-play criteria is often based on subjective reporting by the athlete and subjective testing by the medical providers. The Sway Balance System is a tool that provides objective data by testing the athlete following a concussive event and comparing the results to baseline and normative data. This information would be used by the doctors and athletic trainers caring for the individual to aid in the care and treatment of the individual in the classroom and on the field.

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

E-6. RECOMMENDATION: Enter into a lease agreement with Mail Finance Inc., Melford, Connecticut, for a mailing and item tracking system for the District's Mail Services, Materials Management Office, effective March 1, 2015 - June 30, 2015. The total amount of the lease agreement is \$56,211 for a term of 60 months annually renewable. The lease is payable in installments and will be encumbered as follows upon annual renewals:

2014-15 \$3,748 (4 months)

2015-16 \$11,242

2016-17 \$11,242

2017-18 \$11,242

2018-19 \$11,242

2019-20 \$7,495 (8 months)

COST: Not to exceed \$3,748 (for 2014-2015)

FUND NAME/ACCOUNT: Postage Services, 11-0000-2629-505310-000-000000-000-08-054

REQUISITION NUMBER: 11508478

RATIONALE: The current postage equipment is obsolete and will no longer be supported by the manufacturer. The new lease will provide the District with up-to-date equipment which will provide additional features that will allow for electronic tracking of express mail and package items for internal distribution purposes. The proposed lease will reduce the annual cost to the District by \$3,600 a year.

E-7. RECOMMENDATION: Purchase postage services from USPS Hasler, Neopost, Eagan, Minnesota, for the District's Mail Services, Materials Management Office.

COST: \$41,000

FUND NAME/ACCOUNT: General Fund, 11-0000-2620-505310-000-000000-000-08-054

REQUISITION NUMBER: 11508461

RATIONALE: Postage is necessary for the mailroom to meet District needs.

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

- E-8.** RECOMMENDATION: Purchase late model buses by bid from several responsible dealerships identified through the RFP.

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

COST: The total cost will not exceed \$1,500,000 and is contingent upon the sale and receipt of the 2015A Bond sale.

REQUISITION NUMBER: 11509584

RATIONALE: The purchase will provide late model used school buses to immediately address the volatile condition of the District's bus fleet and improve the quality of on-time service to customers. Funding is part of the 2010 bond issue for the Transportation Department.

- E-9.** RECOMMENDATION: Amend the contract with I4 Systems, Inc. of Tulsa, Tulsa, Oklahoma, approved on the August 29, 2014, Agenda, item E-15, to remove items from Exhibit B (two Dell servers and three Dell client workstations) to be purchased by the vendor and reduce the contract value by \$24,400.

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

COST: No cost to the District

REQUISITION NUMBER: 41200042

RATIONALE: Items to be removed include two Dell servers and three Dell client workstations. Better value will be achieved if the District purchases this equipment separately through the established pricing agreement with Dell. Doing so will ensure equipment exceeds the SCADA system functional requirements and meets the standard District's technology requirements.

- E-10.** RECOMMENDATION: Purchase a professional development management system from My Learning Plan, Sarasota, Florida, in accordance with the terms and conditions of the Request for Proposal #14041.

COST: Not to exceed \$150,000

FUND NAME/ACCOUNT: Classroom Bond Fund, 3E-1171-2213-503600-100-105000-000-06-044 (\$90,000) and Technology Bond Fund, 3F-1171-1000-506530-100-000000-000-06-044 (\$60,000)

REQUISITION NUMBER: 11508597

RATIONALE: This purchase includes implementation setup, on-site and remote training, data migration and software as a service for three years. The District is currently utilizing a professional development management system that is no longer supported or functional on current Internet browsers. This system will support iPD District initiatives, will catalog and transcript District and individual professional learning offerings to support personalized learning, and will replace DK as the District's professional development management system.

- E-11.** RECOMMENDATION: Approve Deduct Change Order Number One with Architectural Materials for the window replacement project at Penn Elementary School.

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

COST: The total deduct amount will be \$101,151.58

RATIONALE: The scope of work was reduced to remove the installation of ACM and soffit lights from the contract. The District will enter into a contract directly. The original contract was approved on the July 8, 2014, Agenda, item E-11 in the amount of \$440,752. Window replacement was part of the 2010 bond issue.

- E-12.** RECOMMENDATION: Enter into a contract with Image Builders Inc., Owasso, Oklahoma, to install ACM and guttering at Penn Elementary School.

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

COST: Not to exceed \$49,837

FUND NAME/ACCOUNT: Facilities Bond Fund, 3F-1251-4700-504500-000-000000-000-12-355-T0225

REQUISITION NUMBER: 11508943

RATIONALE: Window replacement is part of the 2010 bond issue.

- E-13.** RECOMMENDATION: Enter into contract with Image Builders Inc., Owasso, Oklahoma, to install soffit and soffit lighting at Penn Elementary School.

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

COST: Not to exceed \$49,314.58

FUND NAME/ACCOUNT: Facilities Bond Fund, 3F-1251-4700-504500-000-000000-000-12-355-T-0225

REQUISITION NUMBER: 11508946

RATIONALE: Window replacement is part of the 2010 bond issue.

- E-14.** RECOMMENDATION: Enter into a contract with Oklahoma Automatic Door Company Inc., Oklahoma City, Oklahoma, the lowest responsible bidder, for the auditorium chair replacement project at Memorial High School, Webster High School, Monroe Demonstration Academy, and Hale Junior High School.

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

COST: Not to exceed \$380,084. This project is contingent upon the successful sale and receipt of the 2015A Bond funds.

RATIONALE: Auditorium chair replacements are part of the 2010 bond issue.

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

- E-15.** 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-16. RECOMMENDATION: Approve routine staffing items.

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

E-17. RECOMMENDATION: Approve adjunct status of one class for Lindsay Dudding, Phoenix Rising/Art.

FUND NAME/ACCOUNT: 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 (OSDE) 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 first through eighth if the teacher is considered a self-contained teacher in an elementary school setting. If a teacher is teaching in an area in which he or she is 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 CHIEF FINANCIAL OFFICER, DR. TRISH WILLIAMS

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

F-1. RECOMMENDATION: Approve a developer's contract with the City of Tulsa for projects at Mayo Demonstration Academy, Eliot Elementary School, and the Eastside expansion project site.

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

COST: There is no cost to the District.

RATIONALE: Development contracts are required to obtain building permits for construction projects. The time required to receive the permit from the City caused a delay in submitting this item for Information. This item is being submitted for Action in order to allow work to begin in a timely manner.

ITEMS LISTED BELOW SUBMITTED BY THE BOARD OF EDUCATION

F-2. RECOMMENDATION: Increase the contract approved on the July 8, 2014, Agenda, with the Oklahoma State Schools Boards Association (OSSBA) for superintendent search services.

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

COST: Not to exceed \$35,000 (an increase of \$10,000)

FUND NAME/ACCOUNT: General Fund, 11-0091-2319-503110-000-000000-000-09-092

RATIONALE: OSSBA will assist the Board of Education in the process of searching for a new Superintendent of Schools. Services will include but not be limited to meetings with the Board of Education, community interviews and meetings, candidate recruiting and communication, and staff and candidate travel expenses. The original contract was approved on the July 8, 2014, Agenda, item E-28 in the amount of \$25,000. The increase in the contract amount will ensure adequate funding for all search-related expenses.

G. INFORMATION AGENDA

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

Recommendations submitted by Chief Accountability Officer, Mr. Chris Johnson

- G-1.** RECOMMENDATION: Enter into a contract with Covanta 4Recovery to provide the permanent disposal service of all Tulsa Public Schools confidential student records stored on microfiche.

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

COST: \$400

FUND NAME/ACCOUNT: General Fund, 11-0000-2112-503400-000-000000-000-16-058

REQUISITION NUMBER: 11509104

RATIONALE: The Office of Accountability has converted all microfilm records to digital images. The microfilm machine has been sold. All film needs to be properly destroyed.

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

- G-2.** RECOMMENDATION: Approve a 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, Anderson, Wright, and Robertson elementary schools for a total of 200 students at each site for the 2015 summer school session.

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

COST: No cost to the District. The District will include the use of District space at each site and the sharing of data collected for evaluation purposes. The YMCA will cover the entire cost to offer the program free to students.

RATIONALE: The District and the YMCA have collaborated to offer GO Club, Graduate Oklahoma, programs for several years. The program is currently serving students at McClure as an extended day offering throughout the school year. Children who are healthy and feel better about 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 recreational programs, schools, and home. The program also includes, nutrition, literacy, the arts, STEM and specialty programming. The results from the project will help in better understanding out-of-school time programs and the impact on children and their families and their success in school.

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

- G-3.** RECOMMENDATION: Approve sanctioning of the Mitchell Elementary PTA in accordance with Board Policy 5707 for the 2014-2015 fiscal year. The original organization sanctioning item was approved on the November 3, 2014, Agenda, item E-5.

COST: No cost to the District

RATIONALE: Sanctioned status provides an 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 education objectives of the District and are beneficial to students under the guidelines established in Board Policy 5707. This organization has submitted the required information in support of their application.

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

- G-4.** RECOMMENDATION: Approve Supplement Schedule Number 13 to Trigon Construction to provide construction management services for the interior renovation project at Peary and Lee elementary schools.

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

COST: The cost of the services will be based on four percent construction management fees and six percent general conditions fees.

FUND NAME/ACCOUNT: The bid process for this award has not been finalized. Final information on amount and awardee will be included when the item is on the consent agenda.

RATIONALE: Interior renovations are part of the 2010 bond issue.

G-5. RECOMMENDATION: Approve a sanitary sewer easement and temporary construction easement at Memorial High School with the City of Tulsa.

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

COST: No cost to the District.

RATIONALE: The existing sanitary sewer interceptors need to be upsized and replaced to better serve the area.

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

G-6. 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.

SUPPORTING INFORMATION

CONSENT ITEM E-1

ROUTINE ELEMENTARY FIELD TRIPS

SCHOOL/ PARTICIPANTS	NUMBER OF STUDENTS/ PARENTS/ STAFF	PURPOSE OF TRAVEL AND LOCATION	TRAVEL DATES	NUMBER SCHOOL DAYS MISSED	TRAVEL COST AND FUNDING SOURCE
Washington High School/AFJROTC	Students:4 Parents: 0 Staff: 1	Participation in the USAF Regional Drill Meet/San Antonio, Texas	March 27-29, 2015	1	Not to exceed \$2500/ Washington's SAF #564
Rogers College High/JROTC	Students: 5 Parents: 2 Staff: 2	Participation in the Northside High School Invitational Rifle March/Fort Smith, Arkansas	February 14, 2015	0	Not to exceed \$500/ Roger's SAF #564

SUPPORTING INFORMATION

CONSENT ITEM E-15

POSITION CREATIONS/DELETIONS

Certificated/Administrative Positions

Create:

Position	Salary/Grade	Duties
Manager of Business Intelligence-ESC/ Information Technology <i>Annual Budget Impact:</i> \$ 69,400 min. – \$ 104,200 max. <i>Funding Source:</i> 11-0000-2580-501210- 000-000000-603-02-056	BG-10 12 Months	Assess and cultivate long-term strategic goals for business intelligence development in conjunction with end users, managers, clients, and other stakeholders. Supervise project teams organized to support the business intelligence needs of the District. Apply best practices in design of data modeling and reporting. Assist in development of standards to ensure data quality. Develop standard reporting templates, dashboards and scorecards and maintain related documentation based on needs of the District. Mentor and guide the development of District data architecture strategy and standards and facilitate adoption by individuals with data-related roles. Provide day to day oversight of employees and contractors as required. Management oversight and team leadership for information technology staff. Stand in as the Director of Applications Development deputy will be required periodically.

Delete:

Position	Salary/Grade	Duties
Senior Systems Programmer-ESC/ Information Technology <i>Annual Budget Impact:</i> \$ 69,400 min. – \$ 104,200 max. <i>Funding Source:</i> 11-0000-2580-501210- 000-000000-603-02-056	BG-10 12 Months	Manage enterprise systems such as mainframe, data warehouse, and backup and recovery systems. Responsible for third party vendor software and system installations and maintenance.

Position Creations/Deletions - Continued

Create:

Position	Salary/Grade	Duties
Deputy Police Chief- ESC/ Campus Police 2 positions <i>Annual Budget Impact:</i> \$ 79,200 min. – \$ 118,800 max. <i>Funding Source:</i> 11-0000-2660-501210- 000-000000-959-17-049	BG-5 12 Months	Organize and supervise daily activities and future strategic goals of one of two divisions in the police department. Play a critical part in developing strategic overall goals for the police department and ensure alignment with Tulsa Public School board and district goals.

Delete:

Position	Salary/Grade	Duties
Assistant Police Chief- ESC/ Campus Police <i>Annual Budget Impact:</i> \$ 39,600 min. – \$ 59,400max. <i>Funding Source:</i> 11-0000-2660-501210- 000-000000-959-17-049	BG-5 12 Months	Second in command within the rank structure of the District Police Department and an essential member of the management team. Serve in the place of the Chief of Police whenever necessary.

Position Creations/Deletions - Continued

Support Positions

Create:

Position	Salary/Grade	Duties
<p>Police Sergeant-ESC/ Campus Police (4 positions)</p> <p><i>Annual Budget Impact:</i> \$ 80,328 min. – \$ 107,846 max.</p> <p><i>Funding Source:</i> 11-0000-2660-501210- 000-000000-959-17-049</p>	<p>MT-9 \$12.26/hr. to \$16.46/hr. Plus 5% Differential 195 days</p>	<p>Monitor day to day operational needs including scheduling, assignments, direction and guidance of direct reports. Coach and supervise in the field as needed. Meet service needs and establish accountability.</p>

Delete:

Position	Salary/Grade	Duties
<p>Campus Police Officer ESC/ Campus Police (4 positions)</p> <p><i>Annual Budget Impact:</i> \$ 76,502 min. – \$102,710 max.</p> <p><i>Funding Source:</i> 11-0000-2660-501210- 000-000000-959-17-049</p>	<p>MT-9 \$12.26/hr. to \$16.46/hr. 195 days</p>	<p>Demonstrate an attitude and behavior that reflects the values and mission of the department and the school district. Enforce applicable state, local, federal laws and campus policies. Conduct foot and mobile patrols of the campus, facilities and vicinity.</p>

Position Creations/Deletions - Continued

Create:

Position	Salary/Grade	Duties
<p>Service Desk Analyst- ESC/ Information Technology</p> <p><i>Annual Budget Impact:</i> \$ 34,923 min. – \$ 47,403 max.</p> <p><i>Funding Source:</i> 11-0000-2560-501210- 000-000000-603-02-057</p>	<p>TS-11 \$16.79/hr. to \$22.79/hr. 12 months</p>	<p>Serve as escalated technical support for the service desk as well as support first contact resolution. Provide daily technology support for administrative offices. Ensure work orders are updated accurately and followed up on in a timely manner.</p>

Delete:

Position	Salary/Grade	Duties
<p>Network Technician- ESC/ Information Technology</p> <p><i>Annual Budget Impact:</i> \$ 31,000 min. – \$ 46,000 max.</p> <p><i>Funding Source:</i> 11-0000-2230-501210- 000-000000-332-02-028</p> <p>11-0000-2580-501210- 000-000000-332-02-028</p>	<p>BG-3 12 months</p>	<p>Provide hardware/software support to servers, switches and routers as appropriate. Work as part of the network operations team. Responsible for monitoring, uptime, performance, security, and after hours support. Provide help desk/work order support as assigned. Other tasks as assigned.</p>

Position Creations/Deletions - Continued

Title Changes

<u>Present Title</u>	<u>Proposed Title</u>
Certificated/Administrative:	
Emergency Management Coordinator - ESC/Campus Police Department	Emergency Manager-ESC/Campus Police Department
Master Control Room Assistant-ESC/Campus Police Department	Police Communications Administrative Manager-ESC/Campus Police Department
Team Leader-Before and After Care Program	Assistant Coordinator-Before and After Care Program
Support:	
GREAT Instructor-ESC/Campus Police Department	Police Special Projects Coordinator-ESC/Campus Police Department
Investigator-ESC/Campus Police Department	Detective Sergeant-ESC/Campus Police Department
Police Captain-ESC/Campus Police Department	Police Commander-ESC/Campus Police Department

RATIONALE: There is no salary increase or changes in assigned duties for the listed position.

SUPPORTING INFORMATION

CONSENT ITEM E-16

ROUTINE STAFFING ITEMS

ELECTIONS

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Certificated/Administrative:				
Bowen, Dee Allen	1/06/15	M30-21	\$ 25,067.00	Librarian-Hale Rate: \$50,134.00 Return from leave
Davis, Cynthia	1/21/15	M-20	20,884.50 4,248.72	Instructional Coach- Wilson/Academic Services Rate: \$ 47,736.00 Instructional Coach
Griffin, Helen	1/21/15	M-18	19,650.27 4,092.36	Instructional Coach-Wilson/ Academic Services Rate: \$45,016.00 Instruction Coach
Guerrero, Joseph	1/05/15 5/26/15	M-12	19,962.30	Teacher-Jackson/Grade 6 Rate: \$39,476.00
Horwedel, Diana	1/05/15 5/26/15	B-5	17,648.30	Teacher-Jones/Kindergarten Rate: \$34,900.00
Hutchinson, Kaci	1/05/15 5/26/15	B-0	16,636.93	Teacher-Salk/Grade 1 Rate: \$32,900.00
Ido, Angela	1/08/15	B-1	16,271.59 3,027.27	Instructional Coach-Wilson/ Academic Services Rate: \$33,300.00 Instructional Coach
Kelley, Poppy	1/05/15	M-17	22,203.00	Teacher-Rogers/French Rate: \$44,406.00 Return from leave
Kelly, Steve	1/05/15	M-13	20,371.90	Teacher-McLain/Tech Lab Consultant Rate: \$40,286.00 Return from leave

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Meeker, Lindsey	1/05/15	B-0	\$ 16,839.20	Teacher-Dual Language Immersion Program/ Gifted and Talented Rate: \$33,300.00 Return from leave
Powell, Denice	1/05/15	B-21	23,065.00	Nurse-Health Services Rate: \$46,130.00 Return from leave
Sowle, Patricia	1/05/15	B-11	18,805.00	Teacher-Mayo/Grade 1 Rate: \$37,610.00 Return from leave
Taylor, Georgia	9/07/14	M-13	36,623.64	Teacher-Grimes/Grade 5 Rate: \$40,286.00 Return from leave
Yost, Megan	1/06/15 5/26/15	B-0	16,450.00	Teacher-Thoreau/Career Tech Rate: \$32,900.00
Support (Hourly):				
Allgood, Matt	12/08/14 5/22/15	MT-1	\$ 8.87	Child Nutrition Services (CNS) Assistant-Street School
Avalos, Juana	1/05/15 5/22/15	MT-1	8.87	CNS Assistant-ECDC Porter
Cole, Stefanie	12/16/14 5/22/15	IS-6	10.81	Teacher Assistant (TA)- Burroughs
Collins, Taneshia	8/18/14 5/22/15	IS-3	9.35	TA-Owen
Copher, Carly	1/05/15 5/26/15	MT-6	13.08	CNS Assistant Manager- Hamilton
Diaz, Yadira	1/05/15 5/22/15	MT-1	8.87	CNS Assistant-ECDC Porter
Frye, Shane	1/06/15 5/22/15	IS-10	13.11	ED Paraprofessional-Lee

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Holmes, Jemica	12/08/14 5/22/15	IS-3	\$ 12.13	TA-Marshall
Moseby, Edgar	1/05/15 6/30/15	MT-3	12.64	Custodian-Hale Return from leave
Ortega, Argena	1/05/15 5/26/15	MT-6	10.67	Assistant CNS Manager- Thoreau Return from leave
Peterson, Zebulon	1/06/15 5/22/15	IS-6	10.81	TA-Webster
Randall, Tileda	1/05/15 5/22/15	MT-1	8.87	CNS Assistant-Monroe
Sayre, Charmaine	12/01/14 5/22/15	MT-1	9.39	CNS Assistant-Hoover Return from leave
Seay, Michael	1/06/15 6/30/15	MT-9	15.50	Culinary Coordinator-ESC/ Child Nutrition

ADJUSTMENTS

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Certificated/Administrative:					
Bull, Audra	Principal Intern- Salk M30-14 183 days	11/21/14	\$ 44,538.00 3,000.00	\$ 35,676.76	Assistant Principal- Salk EG-3 210 days Rate: 54,687.00 Principal Intern
Dake, Tammy	CNS Manager- Columbus BG-B	1/05/15	22,832.00	10,378.50	CNS Traveling Manager BG-A Rate: \$20,757.00
Dawkins, Paula	CNS Manager in Training M-6	1/16/15	11.47/hr.	7,899.36/yr.	CNS Traveling Manager BG-A Rate: \$18,807.00
McIntosh, Reubin	Paraprofessional- Tulsa Met High IS-6	1/05/15 5/26/15	10.81/hr.	17,676.61/yr.	Teacher-McLain Seventh Grade Academy/ Social Studies M-0 Rate: \$34,956.00
Ornelas, Mary	Instructional Coach-Wilson/ Academic Services M30-21 200 days	1/05/15	50,134.00 6,700.00	25,067.00	Teacher-Whitman/ Grade 2 M30-21 176 days Rate: \$50,134.00 Instructional Coach
Pepper, LeeAnne	Instructional Coach-Wilson/ Academic Services M-7 200 days	1/21/15	41,814.00	25,757.52	Academic Coordinator- Wilson/Curriculum and Instruction Rate: \$52,920.00 M-7 12 months
Yarbrough, Amelia	CNS Manager in Training MT-6	1/16/15	10.52/hr.	6,829.68/yr.	CNS Traveling Manager BG-A Rate: \$17,512.00

ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Support (Hourly):					
Brooks, Dorothy	CNS Cook I – Eliot MT-2	1/05/15 5/22/15	\$ 10.57	\$ 11.30	CNS Cook II – Eliot MT-3
David, Bonnie	CNS Cook II – Columbus MT-3	1/05/15 5/26/15	9.49	10.68	CNS Assistant Manager-Columbus MT-6
Hill, Vera	CNS Assistant- Monroe MT-1	11/24/14 5/26/15	11.71	12.94	CNS Assistant Manager-Monroe MT-6
Moore, LaShona	Clerk- Transportation CA-5 1-CI	7/01/14 6/30/15	13.53	14.33	Salary Book Correction CA-5 1-CI
Vandalsem, Mary	TA-Eisenhower IS-6	11/17/14 5/22/15	10.98	12.12	Salary Book Correction IS-6
Wagener, Krystal	CNS Assistant- Columbus MT-1	1/05/15 5/22/15	8.90	9.52	CNS Cook I – Columbus MT-2
Walker, Francine	CNS Assistant- McLain MT-1	1/05/15 5/22/15	9.52	10.18	CNS Cook I – McLain MT-2
Williams, Michael	CNS Assistant- Rogers MT-1	11/24/14 5/22/15	9.46	10.12	CNS Cook I – Anderson MT-2

SPECIAL ASSIGNMENTS IN ADDITION TO REGULAR CONTRACT

Name	Effective Date	Site	Special Assignment	Amount
Certificated/Administrative:				
Vannoy, Kevin	7/17/14	Anderson	Elem Special Education - Lead	\$ 1,849.00
Jenkins, Whitney	8/14/14	Bell	Team Leader	1,849.00
Johnson, Jessica	8/14/14	Celia Clinton	Breakfast Program Supervisor	751.00
Gildon, Brandy	8/20/14	Central JHS	Vocal Music - MS	1,145.00
Knight, Sherria	8/20/14	David L. Moss	Team Leader	1,849.00
Connelly, Charla	11/21/14	Disney	Student Council Sponsor - Elem	337.00
Lowe, John	8/14/14	East Central HS	Vocal Music - HS	1,717.00
Wandell, Kimberly	10/16/14	East Central JHS	Department Chairperson	643.00
Parish, Michael	8/20/14	Edison HS	Golf - Head - Girls	713.00
Scott, Floyd	8/20/14	Hale HS	Baseball - Head	2,667.00
Stout, Noah	8/20/14	Hale HS	Cross Country - Asst - Girls	504.00
Beaty, Tasha	11/10/14	Hale JHS	Student Council Sponsor - MS	365.00
Holweg, Patricia Lynn	12/02/14	Hawthorne	Team Leader	352.00
Stanford, Diane	8/14/14	Lee	Gifted & Talented Elementary Lead	1,849.00

SPECIAL ASSIGNMENTS IN ADDITION TO REGULAR CONTRACT – Continued

Name	Effective Date	Site	Special Assignment	Amount
O'dea, Patrice	8/14/14	Marshall	Gifted & Talented Elementary Lead	\$ 1,849.00
Depalma, Cynthia	8/14/14	Mayo	Gifted & Talented Elementary Lead	1,849.00
Johnson, Charlene	8/20/14	McLain Seventh Grade Academy	ID Team Leader - MS	1,127.00
Ganzel, James	8/20/14	McLain HS	Wrestling - Head	4,285.00
Bruno, Marcia	8/20/14	McLain JHS	Department Chairperson	294.00
Dick, Merleanna	8/20/14	McLain JHS	Department Chairperson	652.00
Flynn, Daniel	8/20/14	McLain JHS	Department Chairperson	262.00
Lepine, John	8/20/14	McLain JHS	Department Chairperson	295.00
Nuckels, Leah	8/20/14	McLain JHS	Department Chairperson	652.00
Proctor, Brandon	8/20/14	McLain JHS	Department Chairperson	524.00
Shirley, Matthew	8/20/14	McLain JHS	Department Chairperson	524.00
Weaver, Isaiah	8/20/14	McLain JHS	Team Leader	1,502.00
Williford, Joshua	8/20/14	McLain JHS	Department Chairperson	262.00
Turner, Cheryl	8/14/14	Memorial JHS	National/State Honor Society Sponsor	925.00
Klosowski, Walter	8/20/14	Mitchell	Double Section (3) - 3/8	152.00
Piggee, Casey	8/20/14	Mitchell	Double Section (3) - 3/8	153.00
Winegarten, Julana	8/20/14	Mitchell	Double Section (3) - 3/8	152.00

SPECIAL ASSIGNMENTS IN ADDITION TO REGULAR CONTRACT – Continued

Name	Effective Date	Site	Special Assignment	Amount
Bowman, Tiona	10/20/14	Monroe	MS girls basketball - 7th Gr	\$ 763.00
Stipe, Carol	8/14/14	Remington	Elem Special Education Lead	1,050.00
Lawrence, Jennifer	8/14/14	Rogers HS	Basketball - 9th Gr Coach - Girls	2,119.00
McChesney, Daniel	8/14/14	Rogers HS	Basketball - 9th Gr Coach - Boys	2,119.00
Anderson, Rebecca	12/01/14	Salk	Breakfast Program Supervisor	444.00
Comfort, Susan	8/14/14	Salk	Gifted & Talented Elementary Lead	1,849.00
Ratliff, Rhonda	8/20/14	Salk	Breakfast Program Supervisor	751.00
Dotson, Karen	8/14/14	Skelly	Gifted & Talented Elementary Lead	1,849.00
Bowman, Scott	8/28/14	Webster	Basketball - 9th Gr Coach - Boys	2,119.00

LEAVES OF ABSENCE

Name	Effective Date	Assignment	Reason
Certificated/Administrative:			
Henson, Ilse	12/18/14	CNS Manager-Ross	Personal illness
Lanoue, Bonnie	12/10/14	Human Capital Partner-ESC/ Human Capital	Personal illness
Support (Hourly):			
Barnes, George III	12/04/14	HVAC Craftsman- Maintenance	Personal illness
Frazier, Dwayne	12/18/14	Custodian-Plant Operations	Personal illness
Medina, Martha	12/12/14	Custodian-Bell	Personal illness
Padron, Maria Cristina	12/10/14	Custodian-Rogers	Personal illness
Ray, Chase	12/16/14	PC Technician-ESC/ Client Services	FMLA
Sanders, Andrea	1/31/15	Paraprofessional- Webster	Maternity
Santiago, Ortiz, William	12/10/14	Bus Driver	Worker's Comp
Sier, Irma	12/19/14	Health Assistant- Lewis and Clark	Personal illness
Trevino, Edith	12/22/14	Clerk-Hale	Personal illness
Vasquez, Perla	11/10/14	CNS Assistant- Thoreau	Maternity
Wright, Corina	12/08/14	Paraprofessional- Wright	Personal illness

RETIREMENTS

Name	Effective Date	Assignment
Certificated/Administrative:		
Milam, Tommie	12/31/14	Teacher-Webster/Math
Support (Hourly):		
Beaver, Kyvin	1/09/15	Carpentry Foreperson-Maintenance
Vaughn, Ronald	7/10/15	Plumber Craftsperson-Maintenance

RESIGNATIONS

Name	Effective Date	Assignment
Certificated/Administrative:		
Bailey, Janice	1/05/15	Librarian-East Central High
Black, Jana	1/03/15	Teacher-East Central Jr. High/Science
Eschbach, Audrey	12/23/14	Teacher-Mark Twain/Grade 6
Fauchier, Ashlie	12/19/14	Teacher-Hawthorne/Grade 5
Sample, Juanetta	1/05/15	Psychologist-Enrollment Center/ Special Education and Student Services
Smith, Sarah	12/23/14	Teacher-Marshall/Grade 1
Tinsley, Wanda	12/31/14	Teacher-Academy Central/Grade 4
Yahn, Charlene	12/19/14	Teacher-Gilcrease/Grade 1
Support (Hourly):		
Money, Janelle	12/18/14	TA-MacArthur

TERMINATIONS

Name	Effective Date	Assignment
Support (Hourly):		
Richardson, David	10/31/14	Head Custodian-Helmzar Challenge Course
Stewart, JoAnna	12/15/14	Custodian-Webster

SUBSTITUTE AND TEMPORARY ELECTIONS

Administrator on Special Assignment - ECDC Porter

Fessenden, Judy

Helmzar Challenge Course Instructor

Turner, Brandon

Interpreter

Massey, Melissa

Tutor

Collier, Brenda

Reich, Billye

Tierney, Kay

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES

Carver Before/After School Tutoring - 81-2152-1000-501700-100-105000-415-07-515

Pay Carver Middle School certified staff to be named @ \$23/hr. (total not to exceed \$2,500) to provide instructional and/or tutoring services for Carver students during the 2014-2015 school year.

CORRECTIONS TO PREVIOUSLY APPROVED ITEMS

January 5, 2015 Agenda, page 44 – correct rate and amount not to exceed

TFA Summer Institute - 11-0844-2410-501700-000-000000-112-05-XXX-0844

Pay three certified staff, to be named, a total of \$800 each (total not to exceed \$2,400) to serve as testing coordinators at the participating TFA Summer Institute schools, July 1, 2015 thru July 31, 2015.

SUPPORTING INFORMATION

INFORMATION ITEM G-6

POSITION CREATIONS/DELETIONS

Create:

Position	Salary/Grade	Duties
Clerk of the Board- ESC/Office of the Superintendent	BG-8 12 months	Attend all Board of Education meetings, take minutes and transcribe. Coordinate all regular and special meetings of the Board of Education, which includes making necessary notifications (such as Board, attorney, County Clerk, etc.), prepare the agenda and comply with the Open Meeting Laws for the delivery and posting of all meeting notices and agendas. Ensure that reports and supporting documents prepared by staff for School Board members and/or Board meetings are ready for distribution. Record and maintain official records of all actions of the Board of Education, including minute books, with historical documents and official minutes. Responsible for checking and finalizing the Board Meeting Agendas with the Superintendent and Board. Provide clerical support and facilitate board communication. Serve as the interface between Board members and the Superintendent on correspondence, inquiries, and requests for information. Maintain a file on all Board member elections. Distribute contribution and expenditure forms to all candidates and maintain record of completed, returned forms. Maintain record of Board members' continuing education points. Annually obtain conflict of interest statements from members of the Board to be sent to the District's purchasing department and attorney's office. Interact and communicate with legal counsel to ensure Board of Education operations comply with all applicable laws and regulations. Process Tort claims. Serve as signatory for the attestation of contracts and other legal documents as required. Process hearing requests, which includes grievances, contract nonrenewals, terminations, and student/employee suspension hearings. Produce and maintain a wide variety of Board of Education documents, files and records for the purpose of providing up-to-date reference and audit trail for compliance with District, local, state and federal regulations. Communicate with the various local, state and national organizations regarding Board membership. Support the operations of the office of the Superintendent operations and works with staff to ensure organizational effectiveness and efficiency. Respond to calls, concerns and/or complaints from a wide variety of sources (i.e. staff, administration, students, parents, community organizations, law enforcement agencies, etc.) for the purpose of resolving problems, providing information, and/or referring to the appropriate office for resolutions. Other duties as assigned.

Annual Budget Impact:
\$ 56,000 min. –
\$ 84,000 max.

Funding Source:
11-0000-2312-501210-
000-000000-614-09-091

Delete:

Position	Salary/Grade	Duties
Clerk of the Board/Assistant to the Superintendent - ESC/Office of the Superintendent	BG-8 12 months	<p>Provide administrative assistance to the Board of Education. Attend all Board of Education meetings, taking minutes and transcribing. Coordinate all regular and special meetings of the Board of Education, making necessary notifications (such as Board, attorney, County Clerk, etc.) and preparing the agenda. Responsible for complying with the Open Meeting Laws for the delivery and posting of all meeting notices and agendas. Maintain records of all Board and millage elections. Maintain minute books and historical records of formal Board action. Process Tort claims. Communicate with the various local, state and national organizations regarding Board membership, etc.</p> <p>Provide administrative assistance to the Superintendent. Coordinate and prepare the Superintendent's recommendations (Agenda) to the Board of Education for approval. Maintain the District Organizational Chart. Assist in coordinating meetings, preparing reports, preparing and editing internal and external correspondence. Assist in the smooth operation of the Office of the Superintendent by coordinating supervision of the office staff.</p>

Annual Budget Impact:
\$ 56,000 min. –
\$ 84,000 max.

Funding Source:
11-0000-2312-501210-
000-000000-614-09-091

Create:

Position	Salary/Grade	Duties
Executive Secretary, Deputy Clerk of the Board-ESC/Office of the Superintendent	CA-16 \$17.04/hr. to \$23.13/hr. 12 months	Provide administrative/clerical support to the office of the Superintendent. Assemble materials for Board of Education meetings. Coordinate set up and logistics for Board meetings as required. In collaboration with Clerk of the Board, coordinate and schedule various Board Committee meetings. Arrange Board travel, convention registration, and hotel reservations; and process travel claims. Responsible for maintaining Board of Education budget, processing requisitions, and placing orders for Board supplies as required. Process monthly invoices to compensate Board members for Board meeting attendance. Process order for Board members high school commencement cap and gown requirements. Assist Clerk of the Board in producing and maintaining a wide variety of Board of Education documents, files and records for the purpose of providing up-to-date reference and audit trail for compliance with District, local, state and federal regulations. Assume duties of the Clerk of the Board when clerk is absent. Compile and electronically distribute the Superintendent's Leadership Team packet. Ensure the District's organizational chart is updated and maintained. Respond to calls, concerns and/or complaints from a wide variety of sources (i.e. staff, administration, students, parents, community organizations, law enforcement agencies, etc.) for the purpose of resolving problems, providing information, and/or referring to the appropriate office for resolutions. Other duties as assigned.

Annual Budget Impact:
\$ 35,443 min. –
\$ 48,110 max.

Funding Source:
11-0000-2312-501210-
000-000000-614-09-091

Delete:

<u>Position</u>	<u>Salary/Grade</u>	<u>Duties</u>
Executive Secretary, Deputy Clerk - ESC/Office of the Superintendent <i>Annual Budget Impact:</i> \$ 44,500 min. – \$ 66,700 max. <i>Funding Source:</i> 11-0000-2312-501210- 000-000000-614-09-091	BG-6 12 months	Provide administrative support to the Superintendent's office and Board of Education by conducting research, preparing District reports, handling information requests, and performing clerical functions such as invoicing and purchasing, preparing correspondence, receiving visitors, arranging conference calls, scheduling meetings, and preparing agendas.