



AGENDA

Regular Meeting of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **April 17, 2017**, 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 Rogers College High School JROTC under the direction of Colonel Daryl Ping.
- A.3. Remind those wishing to address the Board, sign with the clerk -- 5-minute limit.
- A.4. Motion and vote to adopt the agenda.

B. RECOGNITION OF VISITORS

C. SPECIAL PRESENTATIONS/AWARDS/RESOLUTIONS

- C.1. Superintendent's special presentations and awards.

D. SEATING OF BOARD MEMBER AND REORGANIZATION OF THE BOARD

- D-1. The Board vice president will read a statement concerning the election of a Board member to represent School Board Election District Number 3.
- D-2. The school district's attorney will administer the oath of office to the newly elected Board member for Election District Number 3.
- D-3. The Board vice president will call for nominations for the office of president. A vote will be taken.
- D-4. The new Board president will call for nominations for the office of vice president. A vote will be taken.
- D-5. The Board president will read the recommendation concerning the nonvoting members of the Board. A vote will be taken.

Treasurer - George P. Stoepfelwerth III
Assistant Treasurer - Roxy Roland
Clerk - Cindy Hutchings
Deputy Clerk - Michelle Reed
Encumbrance Clerk - Janet Jamison

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 regularly scheduled meeting of the Board of Education will be held on Monday, May 1, 2017, at 6:30 p.m. in the Cheryl Selman Room at the Charles C. Mason 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 encumbrances, student trips and routine staffing items, consent items appeared on the previous regular meeting's agenda as information agenda items unless otherwise indicated.

DEPUTY SUPERINTENDENT

E.1. RECOMMENDATION: Enter into a memorandum of understanding with Tulsa Classroom Teachers Association (TCTA) regarding teachers' participation in the Montessori Training and Participation Program and the extra duty stipends that will be paid to teachers who participate in that program.

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: Costs for stipends not to exceed \$17,280 for fiscal year 2017

FUND NAME/ACCOUNT: General Fund, 11-0000-2212-501700-000-000000-211-07-180

RATIONALE: The district expects to operate a Montessori program at Emerson Elementary beginning in the 2018-2019 school year. Up to eight Tulsa Public Schools' teachers will receive training from the Center for Guided Montessori Studies from June 12-30, 2017, as an initial component of teachers' multi-year Montessori training program. The June classes will take place at Undercroft Montessori School for 15 days. As compensation for participating in the June training, teachers will be paid a stipend in the amount of \$2,160 through an extra duty agreement with the district. In addition to describing the compensation to be paid to teachers, this agreement will include the parties' understanding regarding employees' obligations to reimburse the district for the training costs (tuition) it pays to the Center for Guided Montessori Studies on their behalf in the event the teacher voluntarily resigns from the district within 4.5 years of receiving the training. (The tuition costs are substantial, and the Montessori credential is a valuable credential for teachers' careers both inside and outside the district.) The repayment obligation will not apply to the stipends teachers receive as compensation for their participation in the training program. The costs paid to the Center for Guided Montessori Studies for the training they will provide is addressed in a separate agreement with that organization.

E.2. RECOMMENDATION: Enter into a contract with The Center for Guided Montessori Studies to provide Montessori training for up to eight teachers, beginning June 12, 2017.

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 \$12,000 for fiscal year 2017

FUND NAME/ACCOUNT: General Fund, 11-0000-2212-501700-000-000000-211-07-180

RATIONALE: The Center for Guided Montessori Studies will lead a training and certification program for up to eight Tulsa Public Schools' teachers relating to the upcoming Montessori program at Emerson Elementary beginning in 2018-2019. The Center for Guided Montessori Studies will provide training and consultation to the participating teachers.

CHIEF OF SCHOOLS

E.3. RECOMMENDATION: Approve routine 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.

DATA STRATEGY AND ANALYTICS

E.4. RECOMMENDATION: Enter into a purchasing agreement with National Student Clearinghouse, Herndon, Virginia, to provide post-secondary enrollment data for Tulsa Public Schools graduates dating back to the 2009-2010 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: Not to exceed \$4,250

FUND NAME/ACCOUNT: General Fund, 11-0000-2542-503200-000-000000-000-14-007

REQUISITION/CONTRACT: 11708215

RATIONALE: National Student Clearinghouse provides a nationwide, central repository for information on student enrollment, degrees, diplomas, certificates and other educational achievement. Access to this data will allow Tulsa Public Schools to better understand the postsecondary success of students who graduate from Tulsa Public Schools.

FINANCIAL SERVICES

E.5. RECOMMENDATION: Approve the March 31, 2017 – April 13, 2017, New Encumbrances and Encumbrance Change Report.

RATIONALE: New encumbrances and encumbrance changes reflect obligations of District funds issued in accordance with Board Policy 5102, Financial Reports and Statements.

E.6. RECOMMENDATION: Renew the contract with Greenwood Cultural Center, Tulsa, Oklahoma, to use Gilcrease Elementary School, beginning June 19, 2017, through July 28, 2017, Monday through Friday, to operate Freedom School in cooperation with the Children's Defense Funds' Freedom School program. Administration at Gilcrease together with the Facilities Utilization office has determined this request will not interfere with district use of the facilities.

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.

RATIONALE: This is the 12th year the Freedom School program is in district facilities. This is a non-school organization whose purpose and activities are compatible with the goals of the district to connect the needs of children and families to community resources and to enhance parental involvement. Activities will include reading circles, work stations for cooperative group activities, conflict resolution and social action activities. The six-week program is provided at no cost to the students.

- E.7. RECOMMENDATION:** Extend the district's lease agreement with ATC Sequoia LLC, (American Tower), Woburn, Maryland, a Delaware limited liability corporation who has power of attorney granted by Verizon Wireless to lease access to the cellular tower on the Central High School grounds. The original lease commenced on December 1, 2006. The terms of the lease are renewable every five years until December 2031.

RATIONALE: This action will provide the district with an initial one-time payment of \$30,000 and rental income of approximately \$817.31 per month for the next five years. The lease amount will increase by three percent of the current rate.

- E.8. RECOMMENDATION:** Extend the district's lease agreement with ATC Sequoia LLC, (American Tower), Woburn, Maryland, who has power of attorney granted by Verizon Wireless to lease access to public utilities on the Wilson Teaching and Learning Academy grounds wherein there is a cellular tower. The original lease commenced on December 1, 2006. The terms of the lease are renewable every six years until December 2031.

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.

RATIONALE: This action will provide the district with an initial one-time payment of \$30,000 and rental income of approximately \$817.31 per month for the next six years. At each renewable term the lease amount will increase by an amount equal to three percent of the current rate.

- E.9. RECOMMENDATION:** Revise School Board Policy 5204 - Expense Reimbursement.

RATIONALE: On March 19, 2017, the finance committee reviewed and approved recommended changes to the district's Reimbursement Policy 5204, which included changing the policy name to "Travel Reimbursement," clarifying the district's travel process, and complying with State law.

BOND PROJECTS AND ENERGY MANAGEMENT

- E.10.** RECOMMENDATION: Amend item E-10 approved on the March 6, 2017, agenda to recommend approving "amendment #7A" in lieu of "amendment 6A" to the contract with Trigon General Construction Managers, Incorporated, Tulsa, Oklahoma, for the interior renovation at Eliot 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: There are no changes to the cost of the project.

RATIONALE: The original agenda item inadvertently recommended approving an incorrect amendment number.

- E.11.** RECOMMENDATION: Enter into a contract with KM Shillingford, Tulsa, Oklahoma for HVAC improvements at Thoreau Demonstration Academy.

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 \$1,193,720

FUND NAME/ACCOUNT: Facilities Bond, 37-1270-4720-504500-000-000000-069-12-573-HV010

CONTRACT/REQUISITION: 11712625

RATIONALE: The HVAC improvements project at Thoreau Demonstration Academy is part of the 2015 bond issue.

- E.12.** RECOMMENDATION: Amend item E-16 approved on the February 21, 2017, agenda to include an amount of \$166,006 for reimbursables for Crossland Construction Company, Inc., for the interior renovations project at Carnegie Elementary School. The guaranteed maximum price of \$1,450,613 does not change for this project.

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 additional cost. The reimbursable amount was already included in the guaranteed maximum price approved on the February 21, 2017, agenda.

RATIONALE: The original agenda item inadvertently failed to show the reimbursable amount of \$166,006 that was included in the guaranteed maximum price.

- E.13.** RECOMMENDATION: Enter into a contract with Oklahoma Specialty Supply for locker replacement, which is part of the interior renovations project, at McClure 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 \$84,900. The cost was originally approved as part of the guaranteed maximum price on the March 20, 2017, agenda, item E-10.

FUND NAME/ACCOUNT: Facilities Bond, 37-1230-4720-504500-000-000000-036-12-320-RN012

REQUISITION/CONTRACT: 11712628

RATIONALE: The interior renovations project at McClure Elementary School is part of the 2015 bond issue.

TALENT MANAGEMENT

E.14. RECOMMENDATION: Approve routine staffing items.

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

E.15. RECOMMENDATION: Purchase recruitment and professional development services from Teach for America, New Haven, Connecticut, the most responsive and responsible bidder, to provide recruitment for up to 60 teachers and provide applicable professional development for the 2017-2018 school year. This contract is a result of request for proposal #17065.

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 \$500,000

FUND NAME/ACCOUNT: Title II, Part A, 11-5410-2213-503600-000-000000-000-05-041-5410

REQUISITION/CONTRACT: TBD

RATIONALE: Given the continuing teacher shortage crisis, the district has a need to further expand talent pipelines to recruit, prepare and support qualified teachers. The selected vendor will recruit, select for participation, and present to the district for employment, up to 60 teachers from a broad range of academic majors and career fields from diverse backgrounds. The vendor will also provide teachers with pre-service training in order to prepare teachers to work in an urban environment and provide various professional development services and activities covering a wide range of topics, include content or grade level-specific training and pedagogy.

E.16. RECOMMENDATION: Renew the contract with the Amity Institute, San Diego, California, to act as a visa sponsor for current and incoming candidates chosen from the Visiting Teachers Program in Spain.

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

FUND NAME/ACCOUNT: General Fund, 11-0000-2571-508100-000-000000-000-04-041

REQUISITION/CONTRACT: 11711669

RATIONALE: The district has a specific need for bilingual and biliterate teachers. While the need is limited, the district will continue to participate in a visiting teachers program offered by the Oklahoma State Department and the country of Spain. This small cohort of bilingual teachers will join the current successful cohorts. These groups have education experience and, after successfully completing the hiring process and demonstrating competency in both languages, will be able to fill various immersion and dual language vacancies. The sponsorship fee would cover all costs associated with managing the process of securing immigration visas, to be handled by Amity Institute.

- E.17.** RECOMMENDATION: Renew the contract with the Institute of International Education, New York City, New York, to act as a visa sponsor for the first cohort of candidates in the Visiting Teachers Program in Spain.

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: Visa sponsorship and associated costs not to exceed \$5,000.

FUND NAME/ACCOUNT: General Fund, 11-0000-2571-508100-000-000000-000-04-041

REQUISITION/CONTRACT: 11711807

RATIONALE: The district has a specific need for bilingual and biliterate teachers. While the need is limited, the district will continue to participate in a visiting teachers program offered by the Oklahoma State Department and the country of Spain. This small cohort of bilingual teachers will continue with the subsequent cohorts, extending into their fourth year. These groups have education experience and after successfully completing the hiring process and demonstrating competency in both languages, are able to fill various immersion and dual language vacancies. The sponsorship fee will cover all costs associated with managing the process of securing immigration visas to be handled by the Institute of International Education.

- E.18.** RECOMMENDATION: Renew the contract with the Alliance Abroad Group, Austin, Texas, to act as a visa sponsor for current and incoming candidates chosen from the Visiting Teachers Program in Amiens, France.

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: Visa sponsorship and associated costs not to exceed \$1,000.

FUND NAME/ACCOUNT: General Fund, 11-0000-2571-508100-000-000000-000-04-041

REQUISITION/CONTRACT: 11711712

RATIONALE: The district has a specific need for bilingual and biliterate teachers. While the need is limited, the district will continue to participate in a visiting teachers program offered by the Oklahoma State Department and the city of Amiens, France.

This bilingual teacher will continue with the current cohorts of the Visiting Teachers from Spain. This teacher has education experience and after successfully completing the hiring process and demonstrating competency in both languages, will be able to fill a French immersion vacancy. The sponsorship fee would cover all costs associated with managing the process of securing immigration visas, to be handled by the Institute of International Education.

GENERAL COUNSEL

E.19. RECOMMENDATION: Enter into an agreement with the Institute for Excellence in Education, d/b/a National Charter Schools Institute, Mt. Pleasant, Michigan, to implement an innovative web-based software system known as Epicenter from May 1, 2017, through June 30, 2018.

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 \$15,200

FUND NAME/ACCOUNT: Donor Funds, 11-0086-2340-506530-000-000000-000-05-093-0086

REQUISITION/CONTRACT: 11711789

RATIONALE: Epicenter is an innovative web-based software system designed to strengthen the district's ability to oversee, support, and efficiently manage its authorized public charter and partnership schools. Additionally, Epicenter is designed to help ease the administrative burden for the district's sponsored charter schools. As of 2015-2016, the Epicenter software is in use by schools in 25 states and the District of Columbia to help more than 2,000 schools increase their performance. The contract amount will be paid exclusively with fiscal year 2017 monies provided to the district from the Oklahoma Public Resource Center.

F. ACTION AGENDA - Motion and vote on recommendations

BOND PROJECTS AND ENERGY MANAGEMENT

F.1. RECOMMENDATION: Enter into contracts with approximately 22 residents of the King Street mobile home park to provide them assistance and incentive to move from the land adjacent to McKinley 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 \$55,000

FUND NAME/ACCOUNT: Facilities Bond, 37-1210-4200-507100-000-000000-037-12-325-SA022

RATIONALE: Relocation incentives are being provided for removal of trailers and personal property to meet the June 1, 2017, deadline to start clearing land for construction. Incentives will be provided for up to 22 owners and residents. Trailer owner residents moving trailers to new locations will receive \$2,500. Tenants renting

trailers will receive \$1000.00. Purchase of the land to expand McKinley Elementary was approved as item E-6, January 17, 2017, agenda. The tenants will begin moving on May 1, 2017. This item is being presented for consideration on the action agenda in order to allow for the reimbursements to be paid in a timely manner.

G. INFORMATION AGENDA

CHIEF OF SCHOOLS

G.1. RECOMMENDATION: Enter into a memorandum of understanding with Tulsa Classroom Teachers Association (TCTA), Tulsa, Oklahoma, regarding teachers' participation in the School Improvement Grant at Hamilton Elementary School and the extra duty stipends that will be paid to teachers who participate in that program.

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: Cost for all affiliation, professional development and extended learning stipends not to exceed \$195,000.

FUND NAME/ACCOUNT: School Improvement Grant, 11-5190-xxxx-501700-000-000000-210-05-204-5190

RATIONALE: Hamilton Elementary School was awarded the School Improvement Grant effective July 1, 2017. This grant requires additional work on behalf of the teachers at Hamilton and allows for additional compensation. All teachers affiliated with Hamilton will receive \$800.00. Teachers will be required to participate in ten additional professional development days, five of which are outside of contract hours and which will be compensated at the teachers' effective hourly rate of pay. Additionally, teachers may choose to work up to an extra 60 minutes per day to provide additional learning time for Hamilton students. This additional learning time allows a teacher to earn up to an additional \$4,576 for the school year.

TEACHING AND LEARNING

G.2. RECOMMENDATION: Approve a memorandum of understanding with Youth Entrepreneurs, Wichita, Kansas, to participate in the YE entrepreneurship program from June 1, 2017, to May 31, 2018 at Central, East Central, Edison, and Webster high 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: No cost to the district

RATIONALE: This program will allow the district to offer a standard entrepreneurship curriculum at four high schools (Central, East Central, Edison, and Webster) through the CareerTech programs in the 2017-2018 school year with the option to expand it in future years. A standard curriculum ensures that as a student moves from one school to another, they can remain in the class and not miss pieces of the curriculum. Youth Entrepreneurs (YE) provides this at no cost to the district by soliciting corporate sponsorships from local business and industry who also promote entrepreneurship.

This model promotes excellence and team as we not only can better serve students who transfer between schools but it also gives opportunity for the schools to collaborate on events together. The curriculum encourages “trade days” where the students market and sell their products.

- G.3.** RECOMMENDATION: Adopt the 2017-2018 Course of Study as required by Board regulation 2401-R.

COST: No cost to the district

RATIONALE: Board regulation 2401-R requires the district to have a course of study approved by the District Curriculum Committee and adopted by the Board of Education.

BOND PROJECTS AND ENERGY MANAGEMENT

- G.4.** RECOMMENDATION: Enter into contracts with the lowest responsible bidders for interior improvements at Chouteau 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: This project is in the bidding phase. After bids are received the contractor and cost will be presented on the consent agenda.

FUND NAME/ACCOUNT: Facilities Bond, 37-1230-4720-504500-000-000000-008-12-155-RN029

REQUISITION/CONTRACT: 11712899

RATIONALE: The interior improvements at Chouteau Elementary School are part of the 2015 bond issue.

- G.5.** RECOMMENDATION: Enter into contracts with the lowest responsible bidders for the pool re-purposing project at Edison Preparatory School.

Demolition
Glass and glazing
Flooring
Drywall and ceilings
Lockers
Plumbing
HVAC
Electrical
Low voltage

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: This project is in the bidding phase. After bids are received the contractor and cost will be presented on the consent agenda.

FUND NAME/ACCOUNT: This project is contingent upon the successful sale and receipt of the 2017A bond funds.

RATIONALE: The pool re-purposing project is part of the 2015 bond issue.

- G.6.** RECOMMENDATION: Assign the contracts for the pool re-purposing project at Edison High School to Trigon General Contractors & Construction Managers, the construction manager at risk on the project.

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.

RATIONALE: The individual awarded contracts will be encumbered as one contract to Trigon General Contractors & Construction Managers. The project is part of the 2015 bond issue.

- G.7.** RECOMMENDATION: Approve Amendment 8A with Trigon General Contractors & Construction Managers for the pool re-purposing at Edison Preparatory School.

Allowances

General conditions

Management fees

Trade contracts

Total guaranteed maximum price

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: This project is in the bidding phase. After bids are received the contractor and amounts will be presented on the consent agenda.

FUND NAME/ACCOUNT: Classroom Bond, 37-1180-4720-504500-000-000000-061-12-712-UP002

REQUISITION/CONTRACT: 11712900

RATIONALE: The pool re-purposing project is part of the 2015 bond issue.

- G.8.** RECOMMENDATION: Assign the contract for the locker replacement, which is part of the interior renovations project, at McClure Elementary to Nabholz Construction Corporation the construction manager at risk on the project.

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.

RATIONALE: The individual awarded contracts will be encumbered as one contract to Nabholz Construction Corporation. This project is part of the 2015 bond issue.

TALENT MANAGEMENT

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

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

CONSENT ITEM E-1

ROUTINE SECONDARY 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
Edison Preparatory High School/Drama Department	Students: 1 Parents: 0 Staff: 1	Participation in the National Shakespeare Competition/New York City, New York	April 29- May 2, 2017	2	Not to exceed \$500/Edison's School Activity Fund #818
McLain High School/Girls Basketball Team	Students: 10 Parents: 0 Staff: 3	Attend the Licking Summer Camp/Branson, Missouri	June 21- 23, 2017	0	Not to exceed \$1,500/McLain's School Activity Fund #540

SUPPORTING INFORMATION

TULSA PUBLIC SCHOOLS

Policy 5204

TRAVEL EXPENSE REIMBURSEMENT POLICY

PURPOSE: To establish authority for the district to reimburse employees for travel-related expenses.

The administration realizes that not all travel can be planned in advance and costs for travel may vary widely depending on the travel destination and season. Therefore, all travel claims will be reviewed by the approving officer and significant deviations from the schedule will be evaluated. The travel claim should include documentation for all costs, even those that have been prepaid. Employees will be reimbursed for all reasonable and necessary expenses incurred as a result of approved travel. All claims for reimbursement should be submitted on the Out-of-District Travel Expense reimbursement form within 10 days of completion of travel.

A procurement card (credit card) may be issued to the employee for payment of permissible travel expenses to include hotel, ground transportation, and/or per diem. All procurement card receipts must be kept and attached to the out-of-district expense reimbursement form and submitted through the employee's supervisor for processing by the accounting/SAF office.

REIMBURSABLE TRAVEL EXPENSES

Conference or convention registration fees including workshops, breakfasts, luncheons, and dinners to be sponsored by the conference or convention. The District will pay the registration fee at the advance registration rate when feasible. Any exception to this procedure must be authorized in advance by the Superintendent or designee.

Round-trip coach rate airfare from Tulsa to the conference city. Every effort should be made to make travel plans as far in advance of the trip as possible so discount fares may be arranged. The District will pay up to the cost of a 14-day advance ticket. If the cost exceeds that amount, the employee will be responsible for the balance at the time of ticketing. Any exception to this procedure must be authorized in advance of ticketing by the Superintendent or designee.

Lodging will be reimbursed up to a rate not to exceed the published single rate for the convention or conference, plus tax. Lodging will be reimbursed for the same number of nights as the conference is in session. For example, if a conference begins Friday morning and concludes at noon on Sunday, the reimbursement will be made for a maximum of three nights lodging. If additional night(s) are necessary because of unusual circumstances, or

particularly remote locations, arrangements should be approved in advance by the responsible member of the Superintendent's cabinet, not to exceed one additional night. The traveler is required to book the hotel room, typically by using a personal credit card. In the event that the hotel requires a deposit to hold a room, the District cannot reimburse the charge until after the travel has occurred. This may result in an interest charge to accrue on the credit card used to reserve the room; unfortunately, any such charges are not reimbursable.

EMPLOYEE REIMBURSABLE OUT-OF-POCKET EXPENSES

Meals and Incidental Expenses for employees on official District travel will be reimbursed on a per diem basis at the rates for continental United States travel as provided for by the Internal Revenue Service Code of 1986, as amended, for deductibility of expenses for travel away from home without additional documentation. An overnight stay is required in order to receive reimbursement for per diem. Incidental expenses include luggage storage, porter/bellhop tips, and safe arrival calls.

Mileage for use of a personal vehicle for out-of-district travel will be reimbursed at the standard fixed rate per mile allowed by the Internal Revenue Service for business purposes. Employees are encouraged to travel by car for any meetings within 200 miles of Tulsa. Toll fees and parking fees are reimbursable with receipts. No receipt is required when the traveler is utilizing the PikePass automated payment process. If an employee drives a personal vehicle for out-of-state meetings, mileage will be reimbursed up to the cost of the average round-trip coach rate airfare to that city.

Ground transportation or rental car costs to/from the airport and to/from the hotel to the conference location (if the conference is not located at the hotel) are reimbursable with receipts. Mileage reimbursement for use of a personal vehicle at the convention site is also permitted. All rental cars must have specific, documented prior approval from the appropriate approving officer.

Other Out-of-Pocket Expenses include airline checked baggage fee, taxi fares, parking charges, airport parking fees, hotel room Wi-Fi access (only if free Wi-Fi access is not available).

NON-ALLOWABLE EXPENSES

Change/Cancellation Fees: Should the traveler change or cancel the hotel, airline, or registration reservation and incur a change or cancellation fee, the district will not pay this fee.

Non-employee travel companion expenses are not allowable for reimbursement.

Temporary dependent care costs are not allowable for reimbursement.

Issued (as regulation): July 1991
Adopted (as policy): February 2005
Revised: April 2017

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SUPPORTING INFORMATION

CONSENT ITEM E-14

ROUTINE STAFFING ITEMS

ELECTIONS

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Certificated/Administrative:				
Baron, Craig	3/31/17 5/25/17	B-6	\$ 7,220.46	Teacher-Margaret Hudson/Career Tech Rate: \$35,300.00
Carter, Kathryn	3/27/17	B-10	8,454.55	Teacher-Kerr/Grade 3 Rate: \$37,200.00 Return from leave
Draper, Kathryn	3/23/17 5/25/17	M-25	12,274.50 613.73	Teacher-Skelly/ Special Education Rate: \$51,436.00
Holmes, Brian	3/21/17	M-23	12,359.00	Teacher-Whitman/ Enrichment P.E. Rate: \$49,436.00 Return from leave
Lawrence, Jennifer	3/27/17	M-7	8,362.73	Teacher-Rogers College Jr. High, Rogers College High/Speech, Drama Rate: \$36,796.00 Return from leave
Miller, Kristie	3/31/17 5/25/17	NS	5,113.64	Apprentice-Key/Grade 2 Rate: \$25,000.00
O'Neal-Cowan, Christina	3/27/17 5/25/17	B-6	8,022.73	Teacher-Hamilton/ Grade 1 Rate: \$35,300.00 Return from leave
Shepherd, Pauline	3/28/17	M-19	10,088.15	Teacher-MacArthur/ Grade 2 Rate: \$45,526.00 Return from leave

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Trout, Darla	3/20/17	BG-8	\$ 18,855.45	Occupational Therapist- Enrollment Center/ Special Education and Student Services Rate: \$65,137.00
			1,447.37	Occupational Therapist Return from leave
Tuiolosega-Morse, Celesty	3/27/17 5/25/17	M-6	8,267.27	Teacher-Kendall Whittier/Grade 4 Rate: \$36,376.00 Return from leave
Support (Hourly):				
Andrews, Martin	3/27/17 5/24/17	MT-7	\$ 11.21	Bus Driver-Transportation
Cato, Demario	3/29/17 6/30/17	MT-3	9.35	Evening Custodian- Dual Language
			.46	Shift Differential
Deshone, Kelli	3/16/17 6/30/17	MT-3	13.98	Unassigned Custodian- Plant Operations Return from leave
Ducker, Grant	3/29/17 5/24/17	IS-6	12.00	Paraprofessional-Rogers College Jr. High
Flores, Dora	3/27/17 6/30/17	MT-3	10.68	Evening Custodian- Jackson Return from leave
Fowler, Mahogany	3/27/17 5/24/17	MT-7	11.21	Bus Driver-Transportation
Gilmartin, Karen	3/29/17 6/30/17	CA-17	21.38	Staff Accountant I- ESC/Payroll and Accounting Return from leave
Halley, Emma	3/27/17 5/25/17	MT-1	10.54	Child Nutrition Services (CNS) Assistant- Kendall Whittier

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Harris, Kewanna	3/20/17 6/30/17	MT-7	\$ 12.75	Head Custodian- MacArthur Return from leave
Johnson, RoShawn	3/21/17 5/26/17	CA-3	10.81	Clerk-Eugene Field
Kendall, Whitney	4/03/17 5/24/17	IS-3	9.35	Paraprofessional-Wright
Lau, Mirna	3/06/17 6/30/17	MT-3	9.79	Evening Custodian- Plant Operations Return from leave
Lopez, Veronica	3/27/17 5/26/17	CA-3	9.35	Clerk-Anderson Return from leave
Maxwell, Celestine	3/21/17 5/24/17	MT-3	13.08	Assistant Site Director- Mayo Demonstration/ Before and After Care
O'Brien-Hicks, Jennifer	3/21/17 5/24/17	CA-3	12.94	Clerk-Rogers College Jr. High Return from leave
Perry, Valerie	3/27/17 5/26/17	CA-3	13.08	Clerk-Hale Return from leave
Ramirez De Torres, Maria	3/23/17 6/30/17	MT-5	10.39	Evening Head Custodian- ESC
Rentie, Shavonna	4/03/17 5/24/17	IS-6	10.81	Paraprofessional- Columbus Former Employee (f.e.)
Rozell, Bryan	4/03/17 6/30/17	MT-14	18.25	Electrical Craftsperson- Maintenance
Ruiz Arambulo, Guadalupe	3/30/17 6/30/17	MT-3	9.35 .46	Custodian-Plant Operations Shift differential
Salazar Rodriguez, Rocio	3/29/17 6/30/17	MT-3	9.34 .46	Custodian-Plant Operations Shift differential

ELECTIONS - Continued

Name	Effective Date	Degree/ Step	Contract Amount	Assignment
Stanley, Gloria	3/20/17 5/24/17	MT-1	\$ 10.04	CNS Assistant- ECDC Reed Return from leave
Stewart, Felicia	4/03/17 5/24/17	IS-6	12.06	Teacher Assistant (TA) – Salk f.e.
Vargas, Claudia	3/21/17 5/24/17	IS-6, MT-A	11.80	TA, Before and After Care Assistant-Zarrow Return from leave
Yang, Yijing	4/03/17 5/24/17	MT-A	8.29	Bus Assistant- Transportation

ADJUSTMENTS

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Certificated/Administrative:					
Berkstresser, Sean	Manager of District Performance-ESC/Deputy Superintendent BG-9	4/18/17	\$ 64,896.00	\$ 16,653.16	Director of Data Strategy-ESC/ Data Strategy and Analytics BG-11 Rate: \$81,500.00
Collins, Tameko	Apprentice-Mark Twain/ Grade 5 NS	2/01/17 5/25/17	25,000.00	13,459.09	Teacher-Mark Twain/ Grade 5 B-0 Rate: \$32,900.00
Garrett Nelson, Emma	Manager of Media Relations-ESC/ Communications BG-9	4/18/17	67,938.00	15,547.94	Director of Communications-ESC/ Communications BG-10 Rate: \$76,091.00

ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Largent-Williams, Cindy	Teacher-Edison/ English B-9	1/04/17 5/25/17	\$ 36,800.00	\$ 18,958.00	Teacher-Edison/ English M-9 Rate: \$37,916.00
Maxeiner, Timothy	Teacher- Thoreau Demonstration/ P.E. B-9	1/04/17 5/25/17	36,800.00	18,958.00	Teacher-Thoreau Demonstration Academy/P.E. M-9 Rate: \$37,916.00
Myers, Katherine	School Psychologist Team Specialist- ESC/Special Education and Student Services M30-23	8/10/17 5/25/18	51,844.00 1,500.00 2,592.20 4,911.07 5,093.00	41,475.20 2,033.76 1,155.55 4,074.40	Psychologist- ESC/Special Education and Student Services Additional Responsibilities M30-23 Special Education Additional Days Psychologist
Nguyen, Amber	Teacher- McKinley/ Grade 3 B-5	1/04/17 5/25/17	34,900.00	17,988.00	Teacher-McKinley/ Grade 3 M-5 Rate: \$35,976.00
Saulnier, Eric	Apprentice- Rogers Jr. High/ELD NS Part-time	2/17/17 5/25/17	12,500.00	6,324.72	Teacher-Rogers Jr. High/ELD D-0 Part-time Rate: \$18,552.50
Williams, Angela	Apprentice- McLain Jr. High/ Social Studies NS	2/27/17 5/25/17	25,000.00	10,611.25	Teacher-McLain Jr. High/Social Studies M-0 Rate: \$33,956.00
Vannoy, Liliane	Principal-Dual Language Immersion Program EG-6	7/01/17	68,817.00	77,075.00	Director of Dual Language and Immersion Program- Enrollment Center/ Student and Family Services EG-8

ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Support (Hourly):					
Abbott, Kristine	MD Paraprofessional Skelly IS-10	3/06/17 5/24/17	\$ 13.11	\$ 12.00	Paraprofessional- Skelly IS-6
Ballard, Clayton	Bus Driver- Transportation MT-7 6hrs/day	3/27/17 6/30/17	11.21	11.51	Bus Driver- Transportation MT-7 8hrs/day
Fortney, Mavis	CNS Cook I- Lindbergh MT-2	3/27/17 5/25/17	11.28	12.07	CNS Cook II- Lindbergh MT-3
Fuller, Mamie	Before and After Care Assistant Site Director- Mayo/Before and After Care MT-3	3/21/17 5/24/17	11.38	12.40	Before and After Care Site Director- Patrick Henry/Before and After Care MT-6
Gutierrez, Elizabeth	Paraprofessional -Rogers College Jr. High IS-3	3/21/17 5/24/17	9.90	13.11	ED Paraprofessional- Rogers College Jr. High IS-10
Jones, Margie	CNS Manager- Clinton CA-12	3/10/17 5/25/17	16.35	15.28	CNS Traveling Manager CA-11
McNally, Farin	TA-Kendall Whittier IS-3 6hrs/day	3/21/17 5/24/17	9.62	9.62	TA-Kendall Whittier IS-3 7hrs/day
Morse, Wynema	CNS Assistant- Hamilton MT-1	8/22/16 5/25/17	11.04	11.78	CNS Cook I-Hamilton MT-2
Palmer, Jaquela	CNS Cook I-Key MT-2	2/27/17 5/25/17	9.49	10.15	CNS Cook II-Memorial MT-3
Parrish, Amanda	Bus Driver- Transportation MT-7 6hr/day	3/27/17 6/30/17	11.37	11.67	Bus Driver- Transportation MT-7 8hr/day

ADJUSTMENTS - Continued

Name	Position Grade/Step (if applicable)	Effective Date	Present Contract	Proposed Contract	Reason
Patten, Carmen	CNS Assistant Manager-Celia Clinton MT-6	3/27/17 5/26/17	\$ 10.99	\$ 13.49	CNS Manager- Jackson CA-11
Urizar, Gershom	Bus Driver- Transportation MT-7 8hr/day	4/01/17 5/24/17	11.52	11.52	Bus Driver- Transportation MT-7 6hr/day
Viader, Jessica	Paraprofessional -Memorial Jr. High IS-6 6hr/day	3/22/17 5/24/17	12.00	12.00	Paraprofessional- Memorial Jr. High IS-6 7hr/day

LEAVES OF ABSENCE

Name	Effective Date	Assignment
Certificated/Administrative:		
Anderson, Allison	4/24/17	Teacher-Mayo Demonstration/Grade 2
Bridgeman, Elisa	3/10/17	Teacher-Edison/Special Education
Champlin, Michelle	4/17/17	Teacher-Penn/Grade 5
Law, Stacy	3/27/17	Teacher-Lindbergh/Pre-K
Lyle, Kari	3/27/17	Teacher-Mitchell/Gifted and Talented
Manser, Kelly	7/14/17	Teacher-Dual Language/Kindergarten
McKenzie, Lacy	8/15/17	Teacher-TRAICE Academy/Career Tech
Millan, Kari	3/02/17	Instructional Coach-Wilson/Education Effectiveness and Professional Learning
Turner, Holly	1/23/17	Teacher-McKinley/Grade 3
Support (Hourly):		
Blalock, Elisabeth	3/20/17	CNS Assistant Manager-Lindbergh
Bolt, Jennifer	4/04/17	MD Paraprofessional-Kendall Whittier
Flores, Maria	3/21/17	Evening Custodian-College Bound Academy
Jones, Margie	3/20/17	CNS Traveling Manager-Child Nutrition Services
Morales Navarrete, Victoria	3/23/17	Evening Custodian-Thoreau
Osborn, Christy	3/24/17	CNS Cook I-Ross
Peterson, Carolina	4/03/17	Warehouse Distribution Specialist III-Warehouse/Materials Management
Phillips, Raeann	3/23/17	Before and After Care Site Director-Grimes
Ramirez De Torres, Maria	3/03/17	Evening Assistant Head Custodian-ESC

LEAVES OF ABSENCE - Continued

Name	Effective Date	Assignment
Salter, Maria	3/08/17	CNS Assistant-Whitman
Tatic, Irmgard	3/27/17	Talent Specialist-ESC/Talent Management
Yakovleva, Svetlana	3/29/17	CNS Cook I-Central

RETIREMENTS

Name	Effective Date	Assignment
Certificated/Administrative:		
Taylor, Cindy	6/30/17	Talent Management Partner-ESC/Talent Management
Tomlins, Ann	7/01/17	Director of Fine Arts-ESC/Teaching and Learning

Support (Hourly):

Walker, Glenda	6/30/17	TA-Washington
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DECEASED

Name	Effective Date	Assignment
Certificated/Administrative:		
Hutcherson, Kristin	2/07/17	Teacher-Hoover/Enrichment P.E.
Support (Hourly):		
Washington, Tommy	3/12/17	Warehouse Distribution Specialist III- Warehouse/Materials Management

RESIGNATIONS

Name	Effective Date	Assignment
Certificated/Administrative:		
Adams, Shaye	6/01/17	Teacher-Hamilton/Special Education
Avila, Talina	6/01/17	Teacher-Dual Language Immersion/Pre-K
Baldrige, Derek	6/01/17	Teacher-McClure/Grade 5
Berral Navarrete, Raquel	6/01/17	Teacher-Skelly/Grade 1 Spanish
Bowman, Tiona	6/01/17	Teacher-Monroe Demonstration/Language Arts
Boydston, Michael	6/01/17	Teacher-McLain Jr. High/Science
Bryant, Kelsey	5/25/17	Teacher-McKinley/Kindergarten
Carvell, James	5/19/17	Teacher-Thoreau Demonstration/Math
Chronister, Scotty	6/01/17	Teacher-Hale/Science
David, Cierra	6/01/17	Teacher-Hale Jr. High/Language Arts
Delano, Christina	6/01/17	Teacher-MacArthur/Special Education
Eaton, Brenna	6/01/17	Teacher-Hamilton/Grade 2
Emerson, Mandy	6/01/17	Teacher-Grimes/Grade 2
Gibson, Daniel	6/30/17	Teacher-Hale/Math
Goemaere, Paige	6/01/17	Teacher-Wright/Kindergarten
Greenwood, Nathan	6/01/17	Teacher-Edison, Edison Jr. High/Fine Arts
Hasfjord, Julie	6/30/17	Academic Coordinator-Wilson/Teaching and Learning
Honkala, Natalie	6/30/17	Teacher-East Central Jr. High/Science
Jackson, Jade	3/24/17	Apprentice-McLain Jr. High/English
Johnson, Krystie	6/30/17	Teacher-Skelly/Kindergarten
Jones, Hazel	4/07/17	Social Services Specialist-McKinley
Jones, Starla	6/01/17	Teacher-Washington/Biology

RESIGNATIONS - Continued

Name	Effective Date	Assignment
Kawlra, Heather	6/30/17	Principal-Wright
Leunda Goni, Itsaso	6/01/17	Teacher-Dual Language Immersion/Grade 1
Macomber, Lea Ann	6/30/17	Music Coordinator-ESC/ Teaching and Learning
Maddox, Caitlyn	6/30/17	Teacher-East Central Jr. High/Math
Mason, Michael	6/01/17	Teacher-East Central/History
Merino Rubio, Maria	6/01/17	Teacher-Dual Language Immersion/Grade 3
Miller, Katie	5/24/17	Teacher-Gilcrease/Grade 1
Mooney, Emily	5/19/17	Teacher-McKinley/Special Education
O'Neal, Christina	3/27/17	Teacher-Hamilton/Grade 1
Primovic, Paige	6/01/17	Teacher-Carnegie/Grade 2
Self, Katharine	4/28/17	Teacher-Dual Language Immersion/ELD
Spitzel, Lyndsey	6/01/17	Teacher-McLain/English
Thomas, Sarah	6/01/17	Teacher-Patrick Henry, Wright/Orchestra
Vaughn, Shelby	6/01/17	Teacher-Memorial Jr. High/Language Arts
White, John	6/01/17	Teacher-Central Jr. High/STEM
Williams, Carolyn	6/01/17	Teacher-Zarrow International/Grade 1
<u>Rescind:</u>		
Hawn, Maddie	4/03/17	Teacher-Tulsa Met/P.E.
Support (Hourly):		
Brookover, Honey	3/22/17	TA-Memorial Jr. High
Brown, Gregory	3/24/17	Campus Police Officer-ESC/Campus Police
Bush, Sarah	2/27/17	MD Paraprofessional-Edison
Harris, Sherrell	3/21/17	Bus Driver-Transportation

RESIGNATIONS - Continued

Name	Effective Date	Assignment
Ledoux, Jerry	5/18/17	TA-Key
McAlpin, Justin	3/31/17	Campus Police Officer-ESC/Campus Police
Membrila, Tania	3/24/17	Paraprofessional-Columbus
Morris, Tonya	3/17/17	Head Custodian-Tulsa Legacy
Ramirez, Alma	3/21/17	CNS Assistant-Cooper
Reynolds, Valerie	4/18/17	Administrative Specialist-ESC/ Talent Management
Segovia Silva, Martha	3/22/17	Evening Custodian-Hale Jr. High
Smithey, Marilyn	3/29/17	TA-Grimes
Stockton, Tyra	3/07/17	CNS Assistant-Gilcrease
Upman, Belva	3/22/17	CNS Assistant-Patrick Henry

TERMINATIONS

Name	Effective Date	Assignment
Support (Hourly):		
Darling, Lisa	3/15/17	Paraprofessional-Key
Jackson, Donald	3/22/17	Custodian-Monroe Demonstration
Thomas, Nancy	3/20/17	Custodian-Plant Operations

SUBSTITUTE AND TEMPORARY ELECTIONS

SUBSTITUTES

Banks, Jalivia
Biggins, Robin
Bishop, Vivian
Davis, Rhonda
Dyson, Samuel
Ermis, Morgan
Fuller, Savannah

Gillman, Mary Jo
Jones, Ryan
Komarek, Debra
Lomangino, Donald
Marks, Earline
Nunn, Nicole
Price, Zachary

Scott, William
Sells, Kayla
Vogel, Nancy
Washington, Eddie
Watson, Lea Ann

BUS DRIVERS

Aljamaleh, Alaa
Ludeke, Eric

CUSTODIAN

Harris, James
Rothfuss, Robert

TUTOR

Norton, Connie

Fine Arts Curriculum Writing – 11-0000-1299-504390-100-000000-000—06-070

Pay Fine Arts Chairs @ 18/hr. (total not to exceed \$2,000) to write curriculum for 2017-2018 school year. This is in support of vertical and horizontal alignment of the Music, Art, and Drama programs across the district.

SPECIAL ASSIGNMENTS IN ADDITION TO REGULAR CONTRACT

Name	Special Assignment	Site	Effective Date	Amount
Certificated/Administrative:				
Pool, Ronald	Building Site Test Coord.	East Central JH	2/01/17	\$ 378.00
Musungayi, Joyce	Bilingual Proficiency Stipend - Teachers	Eisenhower	8/16/16	2,000.00
Braeseke, Summer	Building Site Test Coord.	Hamilton	2/17/17	347.50
Blythe, Brenda	Building Site Test Coord.	Juvenile Det Ctr	3/06/17	426.00
Freeman, Kelly	Interpreter - Certified	Lewis and Clark	10/01/16	720.00
	Translator - Certified	Lewis and Clark	10/01/16	720.00
Hardin, Laura	Elem Special Education Lead	McClure	2/03/17	746.00
Fernandez, Ruth	Stagecraft - HS	McLain HS	8/22/16	1,109.00
Fortner, Susan	Psychologist-Special Education	Special Education	1/04/17	2,604.00
Mitchell, Janie	Bus Duty	Skelly Primary	2/01/17	375.00
Support:				
Hightower, Vicki	Class Sponsor - Senior	Webster HS	2/17/17	567.00

Approved on April 25, 2016 agenda, page 24 and corrected on April 27, 2016 special agenda, page 2 – Correct salary and grade from business grade BG-9 to BG-10.

Create:

Position	Salary/Grade	Duties
Director of Communications – ESC/ Deputy Superintendent	BG-10 12 Months	Lead the implementation of the district’s communication and public relations strategy in alignment with the goals and priorities of Destination Excellence. Work collaboratively with senior leadership to effectively promote the district’s mission, vision and core values. Responsible for the development, integration, and implementation of a broad range of public relations activities aligned with strategic priorities.

Annual Budget Impact:
\$ 70,500 min. –
\$ 105,700 max.

Funding Source:
11-0000-2560-501210-
000-000000-344-14-062

**Note: To be effective
July 1, 2016.**

SUPPORTING INFORMATION

INFORMATION ITEM G-9

POSITION CREATIONS

Create:

Position	Salary/Grade	Duties
Lead Designer-ESC/ Design and Innovation <i>Annual Budget Impact:</i> \$ 47,476 min. – \$ 66,700 max. <i>Funding Source:</i> XX-XXXX-XXXX-XXXXXX-XXX- XXXXXX-XXX-XX-XXX “Pending Private Grant Funding”	BG-6 12 months	Provide implementation support for innovation projects at all district levels with a focus on process improvement. Plan, prepare, and conduct design workshops, contribute to grant-writing efforts, assist in building partnerships with local partners to support innovation efforts, identify opportunities to involve the community in the school design process. Identify training needs of others, developing formal learning opportunities for employees to improve design-thinking skills. Assess needs through surveys, interviews, focus groups or consultation with leaders, instructors and community representatives. Will manage and oversee project execution and completion of deliverables.
Project Manager, School Design-ESC/ Design and Innovation <i>Annual Budget Impact:</i> \$ 47,476 min. – \$ 66,700 max. <i>Funding Source:</i> XX-XXXX-XXXX-XXXXXX-XXX- XXXXXX-XXX-XX-XXX “Pending Private Grant Funding”	BG-6 12 months	Lead testing, implementation, and scale of new learning experiences and innovative school models. While centrally located in the Education Service Center's design lab, the project manager will work with students, teachers, school leaders and community members to support the design, pilot implementation, and scaling up of innovative school models. Leverage subject matter expertise via critical questioning, case development, and other techniques. Collect, analyze, and report on data specific to school design. Structure and facilitate meetings, discussions, and working sessions with staff and other project resources. Create relevant project documentation, including but not limited to best practices, improvement opportunities, current state/future state process flows, milestone reports, user stories, data flows, system diagrams, and training materials.