

**Board of Education Regular Meeting**

November 14, 2016 7:00 PM

Western Heights Administration Building 8401 SW 44th St., Oklahoma City, OK

Notice of this meeting was given in writing to the County Clerk of Oklahoma County, Oklahoma, at least forty-eight (48) hours prior to such meeting and public notice of this meeting with an agenda was posted in a prominent view on the front door of the Administration Building, in said School District, at least twenty-four (24) hours prior to this meeting, excluding Saturdays, Sundays and legal holidays, all in compliance with the Oklahoma Open Meeting Act.

**Attendance Taken at 7:00 PM:**

Present Board Members:

Mannix Barnes  
Rosalind Cravens  
Robert Everman  
Reyna Helms  
Robert Sharp

**I. Call to Order**

**II. Roll Call**

**III. Flag Salute and Moment of Silence**

Reyna Helms led the flag salute; a moment of silence was observed.

**IV. Public Discussion**

There was no public discussion.

**V. Instruction/General Areas/Special Superintendent Items**

**V.A. The Board commends by unanimous consent the following:**

Dalton Armstrong and Colton Calvert for writing and receiving a grant for RedCat Technology to be used in Greenvale classrooms for School Year 2016-2017.

**V.B. Vote to approve or not to approve a Memorandum of Agreement between the Western Heights Board of Education and the Western Heights Education Association**

**Motion Passed:** Motion to approve the Memorandum of Agreement as presented passed with a motion by Reyna Helms and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**V.C. Discuss and take possible action to accept the new west side stadium.**

**Motion Passed:** Motion to accept the new west side stadium passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**V.D. Vote to approve or not to approve guidance for adult Special Olympics participants.**

**Motion Passed:** Motion to approve guidance for adult Special Olympics participants passed with a motion by Reyna Helms and a second by Robert Sharp.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**V.E. Received a report regarding district and site Title I plan(s) and associated school reform initiatives.**

**V.F. Receive a capitol improvement update from Pete Parker.**

**V.G. Receive a financial report from Superintendent Joe Kitchens.**

**VI. Consent Agenda**

**VI.A. Approval of Minutes of the October 10, 2016 School Board Meeting**

**Motion Passed:** Motion to approve minutes of October 10, 2016 School Board Meeting passed with a motion by Robert Sharp and a second by Mannix Barnes.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VI.B. Treasurer's report**

1. Lunch Fund
2. Building Fund
3. General Fund
4. Sinking Fund
5. Bond Fund 39
6. Activity Fund

**Motion Passed:** passed with a motion by Robert Sharp and a second by Mannix Barnes.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VI.C. Vote to approve the following fundraisers:**

**WHIRE**

To give magnets to donors contributing to the WHIRE food pantry fund, School Activity Fund #177. (Sponsor Hayden Roberts)

**GREENVALE**

To sell t-shirts to raise funds for supplies and activities, School Activity Fund #173. (Sponsor D. Klein)

**BRIDGESTONE**

To sell skate tickets to raise funds for student incentives, School Activity Fund #189. (Sponsor J. Colvin)

**HIGH SCHOOL**

Cheer will receive 15% of profits from McBride construction when they call for Christmas lights and mention WHHS Cheer to raise funds for new uniforms, School Activity Fund #165. (Sponsor J. McBride)

Baseball to ask for donations for the baseball team to pay for meals, equipment and expenses, School Activity Fund #113. (Sponsor Webster)

Stuco to sell t-shirts to raise funds for operating expenses, School Activity Fund #139. (Sponsor S. Wedel)

Foreign Language Club to participate in the Halloween disc game and bean bag toss to raise funds for club activities, School Activity Fund #170. (Sponsor A. Dalton)

**Motion Passed:** Motion to approve fundraisers as listed passed with a motion by Robert Sharp and a second by Mannix Barnes.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VI.D. Vote to approve Use of Facilities subject to and Equipment requests, which are subject to changes due to administrative scheduling:**

OK County 4H to use Bridgestone cafeteria Monday, January 9th from 4:00 p.m. to 9:00 p.m. for science fair and speech contest. (Sponsor Guin Hilmes)

Council Oaks Neighborhood Association to use CG cafeteria for Ward I Councilman forum, February 6, 2017 from 6:15 p.m. to 8:30 p.m. (Sponsor Dianna Ewing)

OK County 4H to use Bridgestone cafeteria for Oklahoma STEM 4H Day May 6, 2017 from 10:00 a.m. to 5:00 p.m. (Sponsor G. Hilmes)

NJROTC to use HS lobby for annual awards banquet April 27, 2017 from 3:00 p.m. to 11:00 p.m. (Sponsor G. Johnson)

Braves Baseball to use Resource Center gym for practice on Tuesday and Thursday from 6:00 p.m. to 7:00 p.m., through March. (Sponsor D. Parker)

LL Basketball to use Resource Center gym for practice on Tuesday and Thursday from 6:30 to 7:30 p.m., through February. (Sponsor D. Benefield)

Breakaway Softball Team to use Resource Center gym for practice on Monday and Wednesday from 6:30 to 7:30 p.m., through February. (Sponsor C. Spitler)

Unity 03 Boys Soccer Team to use field off Council and SW 39th for practice on Tuesday and Thursday from 6:00 to 8:00 p.m., November through March. (Sponsor Rosa Silva)

**Motion Passed:** Motion to approve the Use of Facilities as listed; amending Council Grove request to February 6, 2017 passed with a motion by Robert Sharp and a second by Mannix Barnes.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes

Reyna Helms                      Yes  
Robert Sharp                      Yes

**VII. School Finance and Business**

**VII.A. Vote to approve or not to approve the following encumbrances for the previous month**

General                      383 - 522  
Building                      41 - 49  
Child Nutrition              28 - 34  
Payroll 4 Extra Duty  
Payroll 4 Substitute  
Activity PO's                2190-332

**Motion Passed:** Motion to approve encumbrances as listed passed with a motion by Reyna Helms and a second by Robert Sharp.

**5 Yeas - 0 Nays.**

Mannix Barnes                Yes  
Rosalind Cravens            Yes  
Robert Everman              Yes  
Reyna Helms                 Yes  
Robert Sharp                 Yes

**VII.B. Vote to approve or not to approve unusable items as surplus for auction**

**Motion Passed:** Motion to approve unusable items as surplus for auction passed with a motion by Reyna Helms and a second by Robert Sharp.

**5 Yeas - 0 Nays.**

Mannix Barnes                Yes  
Rosalind Cravens            Yes  
Robert Everman              Yes  
Reyna Helms                 Yes  
Robert Sharp                 Yes

**VII.C. Vote to approve or not to approve a Memorandum of Understanding between Western Heights Public Schools and Kidshine, LLC dba Mad Science of Central Oklahoma to provide after school enrichment program; a program supported by 553 Community Services Grant.**

**Motion Passed:** Motion to approve a Memorandum of Understanding with Kidshine, LLC dba Mad Science of Central Oklahoma passed with a motion by Reyna Helms and a

second by Robert Sharp.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VII.D. Vote to approve or not to approve an agreement with Oklahoma Martial Arts Academy (OMA) to provide after school program; a program supported by 553 Community Services Grant.**

**Motion Passed:** Motion to approve an agreement with OMA passed with a motion by Reyna Helms and a second by Robert Sharp.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII. School Policy and Personnel**

**VIII.A. Vote to approve or not to approve the employment of the following certified personnel for school year 2016-2017**

Sarah May	Teacher, Winds West (Temporary Contract)
Virgil Teter	Teacher, Middle School (Temporary Contract)(Pending Certification)
Amy Wilson	Teacher, Middle School (Temporary Contract)
Joshua Duncan	Psychologist (Temporary Contract)
Melody Harding	Teacher, John Glenn (Temporary Contract)
Jamie Westbrook	Teacher, Greenvale (Temporary Contract)(Pending Certification)
Jenny Allen	Teacher, Greenvale (Temporary Contract)(Pending Certification)
Joe Pearsall	Teacher, Academy (Temporary Contract)

**Motion Passed:** Motion to approve employment of the listed certified personnel passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes

Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII.B. Vote to approve or not to approve the employment of the following non-certified personnel for School Year 2016-2017**

Stephanie Sides	Paraprofessional, Bridgestone (Temporary Contract)
Michael Byers	Custodian, Middle School (Temporary Contract)
Taylor Dugan	Custodian, High School (Temporary Contract)
Amber Steverson	Cook, High School (Temporary Contract)
Cara Hall	Paraprofessional, Winds West (Temporary Contract)
Garrett Wiedeman	Custodian, High School (Temporary Contract)
Trudy Mickle	Cook, Middle School (Temporary Contract)

**Motion Passed:** Motion to approve the employment of the non-certified personnel as listed passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII.C. Vote to approve or not to approve the resignations of the following certified personnel**

Jennifer Henry	Teacher, Middle School
Michael Mason	Teacher, Middle School
Monica Booker	Teacher, Winds West

**Motion Passed:** Motion to approve resignations of certified personnel as listed passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII.D. Vote to approve or not to approve the resignation of the following non-certified personnel**

Michael Coleman	Custodian, High School
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Garrett Wiedemann  
Gene Wiedemann

Custodian, High School  
Custodian, High School

**Motion Passed:** Motion to approve resignation of non-certified personnel as listed passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII.E. Vote to approve or not to approve the transfer of the following non-certified personnel:**

Kim Brown	From HS Secretary to Activity/Payroll Clerk at Administration
Melissa Ingraham	From AES Paraprofessional to HS Secretary I
Lori Schmidt	From Food Service to Paraprofessional, Winds West
LaToya Randol	From Child Nutrition at HS to Financial Secretary, HS

**Motion Passed:** Motion to approve the transfers of the non-certified personnel as listed passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII.F. Vote to approve or not to approve the following requests for leave of absence:**

Steve Gainor	Teacher, Middle School
Camron Baker	Teacher, Middle School
Syreeta Long	Paraprofessional

**Motion Passed:** Motion to approve the requests for leave of absence as presented passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**



Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII.G. Vote to acknowledge and accept the services of additional substitute teachers, volunteers and/or lay coaches:**

Luis Garcia	Substitute
Virgil Teter	Substitute
Lola Meil	Substitute
Sharon Connally	Substitute
Antonio Gloria	Substitute
Hallie Linn	Substitute
Donte Hypolite	Substitute
Jennifer Morris	Substitute
Wanda Bryce	Substitute
Lacie Bullock	Volunteer
Whitney Turner	Volunteer
Mary Nance	Substitute

**Motion Passed:** Motion to acknowledge and accept the services of additional substitute teachers, volunteers and/or lay coaches as presented passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**VIII.H. First and Final Hearing: Vote to adopt, amend or table changes to school board policy 3.202, Substitute Teacher Payment.**

**Motion Passed:** Motion to approve adopt changes to school board policy 3.202, Substitute Teacher Payment as presented passed with a motion by Robert Sharp and a second by Rosalind Cravens.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes

Reyna Helms	Yes
Robert Sharp	Yes

**IX. Executive Session**

**IX.A. Vote to convene or not convene in executive session for the purpose of:**

1. Discussing with the school attorney a pending investigation(s), claim(s) or action(s) after the board's attorney has determined that disclosure of the matter will seriously impair the ability of the board to process the claim or conduct a pending investigation, litigation or proceeding in the public interest per Title 25 O.S. Section (B)(4).

**Motion Passed:** Motion to not convene in executive session passed with a motion by Reyna Helms and a second by Robert Sharp.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

**X. Information and Possible Voting Items.**

**XI. New Business: Superintendent**

**XII. New Business: Board Members**

**XIII. Adjournment**

**Motion Passed:** Motion to adjourn at 7:56 p.m. passed with a motion by Mannix Barnes and a second by Robert Sharp.

**5 Yeas - 0 Nays.**

Mannix Barnes	Yes
Rosalind Cravens	Yes
Robert Everman	Yes
Reyna Helms	Yes
Robert Sharp	Yes

*Vicki Parker*

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Vicki Parker, Clerk  
Board of Education  
Western Heights School District

*Robert Everman*

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Robert Everman, President  
Board of Education  
Western Heights School District

*December 12, 2016*

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Date