



AGENDA

Regular Meeting of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **February 27, 2023**, at 6:30 PM in the Cheryl Selman Room, ground floor, at the Charles C. Mason Education Service Center, 3027 S. New Haven Avenue, Tulsa, OK.

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.

In accordance with Board Policy 1301, individuals may comment on items or recommendations appearing under the Action portion of a regular meeting agenda. The public may make their comments via telephone or in person. Requests to comment must be made by submitting a completed form for each topic. If requesting to comment during the meeting via telephone, please fill out a form online on the Tulsa Public Schools website at:

<https://www.tulsaschools.org/about/board-of-education/requesttospeakonagendaitem>

no later than noon on the day of the board meeting. Paper forms are available from the Board Clerk before the beginning of each meeting and will be accepted up to 6:25 PM on the day of the meeting.

Persons desiring to address the Board concerning items not on the agenda must submit a Citizens' Comment form available at this [link](#) or from the Clerk of the Board, at least seven days prior to each meeting.

A. OPENING EXERCISES

- A.1. Remind those wishing to address the Board, sign with the clerk - 5 minute limit.
- A.2. Call to order and confirm that a quorum of the Board is present.
- A.3. Flag salute

B. SUPERINTENDENT'S CORRECTION TO AGENDA

C. SPECIAL PRESENTATIONS/AWARDS/RESOLUTIONS

D. APPROVAL OF MINUTES

E. CONSENT AGENDA - Motion and vote on recommendation.

F. PUBLIC COMMENT ON ACTION AGENDA

G. ACTION AGENDA - Motion and vote on each recommendation

H. GOAL MONITORING REPORTS

Motion and vote on recommendation to accept receipt of reports

Post-Secondary Ready Graduates (Goal 3)

On-track for College and Career Readiness diploma (Interim 3.1)

I. BOARD MEMBER REPORTS

J. CITIZENS' COMMENTS

K. SUPERINTENDENTS REPORT/PRESENTATION

L. OTHER NONROUTINE ITEMS REQUIRED BOARD ACTION

M. NEW BUSINESS

N. ANNOUNCEMENTS

The next regularly scheduled meeting of the Board of Education will be held on Monday, March 6, 2023 at 6:30 p.m.

O. ADJOURNMENT

E. CONSENT AGENDA - Motion and vote on recommendations

DEPUTY SUPERINTENDENT

E.1. 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.

TALENT MANAGEMENT

E.2. RECOMMENDATION: Approve routine staffing items.

RATIONALE:

Routine personnel actions implement the various talent management plans and priorities authorized by the Board of Education. All salaries are listed at an effective annualized rate regardless of length of effective date of contract.

E.3. RECOMMENDATION:

Approve position creates, deletes and updates.

RATIONALE:

Positions to be effective after Board approval unless otherwise indicated. Funding for each new position will originate and be included in the applicable dept budgets.

FINANCIAL SERVICES

E.4. RECOMMENDATION:

Approve the New Encumbrance & Change Order Report February 10, 2023 through February 23, 2023.

RATIONALE:

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

*Note the report listed above is a link that will take you to the full encumbrance report.

F. PUBLIC COMMENT ON ACTION AGENDA ITEMS

G. ACTION AGENDA - Motion and vote on recommendations

BOARD OF EDUCATION

G.1. RECOMMENDATION:

Motion, discussion and vote on motion to appoint any applicant who interviewed with the board on January 26, 2023, to the board of education to fill the board election district two vacancy until the regular board election 2024.

TEACHING AND LEARNING

G.2. RECOMMENDATION:

Enter into a memorandum of understanding with Northeastern State University to provide practical learning and clinical experience for its Masters of Science in Counseling: School Counseling program in connection with the enrolled student(s) within the district for the purpose of fulfilling college preparation requirements for the 2022-23 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.

RATIONALE:

Counselors in training will work directly under the related service staff within the district to gain school-based experience.

G.3. RECOMMENDATION:

Enter into a memorandum of understanding with University of Oklahoma to provide practical learning and clinical experience for students in the Master of Science in Social Work: Social Work field practicum in connection with the enrolled student(s) within the district for the purpose of fulfilling college preparation requirements for the 2022-23 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.

RATIONALE:

Social Workers in training will work directly under the related service staff within the district to gain school-based experience.

TALENT MANAGEMENT

G.4. RECOMMENDATION:

Amend item E.102 on the June 6, 2022 agenda to purchase professional, clerical and industrial/labor temporary personnel services from Hoffman Business Enterprises, Inc., d.b.a. Pinpoint Personnel, A&A Associates, Inc., and Employee Solutions, Inc. as needed during school year 2022-2023.

COST:

Not to exceed \$3,750,000 (an increase of 750,000)

RATIONALE:

The needs for temporary talent have been high this year due to vacancies, and the ability to source for temporary, seasonal, and permanent non-certified employees has been instrumental to ensure continuity of service in certain areas. Also, Tulsa Public Schools has had access to Covid-recovery related grants from the State to support

temporary personnel for custodial support and child nutrition. We need to increase the originally approved amount to leverage those funds through this contract. Pinpoint supports in the recruitment of certain critical position which require exceptional and dedicated skills. Advertising in different channels, searching through resumes, interacting with prospects, screening them, setting up interviews and finally facilitating the negotiation for an executed offer letter is an incredible lift for a lean talent management team, however, a staffing agency has the resources, techniques, and a ready base of candidates to shorten the hiring cycle to a few days which aids in ensuring excellent services for our school team and school communities.

DESIGN AND INNOVATION

G.5. RECOMMENDATION:

Authorize the district-sponsored charter school College Bound Academy to serve new grades (Pre-K and 5th- 8th) and approve its request to lease the district's Wright building at 1110 E. 45th Place in the 2023-2024 school year, thereby allowing it to have a PK-8 school at that location beginning July 1, 2023, as well as a new grade (PK) at its Eastside Academy, which currently serves K-4. . On February 9, 2023, the board of directors of the district-sponsored charter school Collegiate Hall voted to relinquish its charter and cease operation of its PK-8 school at Wright on June 30,2023. If approved, College Bound would serve students across its two campuses —the new school at Wright (PK-8) and its current school at Eastside Academy (PK-4), 2525 S. 101st E. Ave. Enrollment of current Collegiate Hall students to the new College Bound Academy at Wright (2023-2024) will be on an opt-in basis only.

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 expansion to a new PK-8 facility at Wright will allow Collegiate Hall students currently attending school at the Wright building the option of continuing their instruction at the same location after Collegiate Hall ceases operation, as well as allow students attending College Bound's Eastside Academy to continue their schooling with the charter during their middle school years. Terms of the new lease agreement and related service agreements (custodial services, child nutrition, etc.) will be brought to the board for approval at a later date. Any actions needing board approval that relate to Collegiate Hall will also be brought to the board at a later date. The term of College Bound Academy's charter contract, which ends June 30, 2025, will not change. For purposes of the upcoming renewal application review and renewal recommendations, College Bound Academy will be held accountable only for the academic progress of the K-4 students served in the Eastside Academy.

SCHOOL/ PARTICIPANTS	NUMBER OF STUDENTS/ PARENTS/ STAFF	PURPOSE OF TRAVEL AND LOCATION	TRAVEL DATES	NUMBER SCHOOL DAYS MISSED	TRAVEL COST AND FUNDING SOURCE
Carver Middle School/6 th Grade Students	Students: 210 Parents: 6 Staff: 6	Study trip to Worlds of Fun/Branson, Missouri	May 12, 2023	1	Not to exceed \$25,000/Carver's School Activity Fund #558
Carver Middle School/7 th Grade Students	Students: 205 Parents: 10 Staff: 6	Study trip to Silver Dollar City/Branson, Missouri	May 19, 2023	1	Not to exceed \$25,000/Carver's School Activity Fund #559

SUPPORTING INFORMATION

CONSENT ITEM E.2

ROUTINE STAFFING

ELECTIONS					
Name	Effective Date	Contract Amount	Position	Grade or Degree & Step	
Beck, Ashley	10-18-22	\$ 72,500.00	Marketing And Outreach Manager	BG-8	
Bennefield, Jason	10-17-22	\$ 85,000.00	Applications Developer	BG-11	
Bradford, Deontai	02-15-23	\$ 30,000.00	Apprentice	NS	
Butler, Belinda	09-16-22	\$ 49,500.00	Operations Associate	BG-5	
Collins, Sedric	02-14-23	\$ 41,820.00	Teacher	M-2	
Crutcher, Kyila	02-06-23	\$ 30,000.00	Apprentice	NS	
Dennis, Cierra	02-06-23	\$ 11.56	Teacher Assistant	IS-3	
Duran, Maria	02-10-23	\$ 11.06	Cook 2	MT-3	
Escobar, Natalie	12-01-22	\$ 55,000.00	Occupational Therapist	BG-8	
Fehl, Dale	02-08-23	\$ 68,886.00	Teacher	D-34	
Gerow, Hannah	03-20-23	\$ 30,000.00	Apprentice	NS	
Goggans, Savannah	02-07-23	\$ 30,000.00	Apprentice	NS	
Green, Doris	09-19-22	\$ 30,500.00	Social Worker -Site Based	BG-4	
Hawke, Jo	10-03-22	\$ 64,000.00	ELD Partner	EG-4	
Herron, Leorides	11-28-22	\$ 63,000.00	Social Services Specialist - Site Based (Grant)	BG-7	
Jackson, Lamorisheana	02-06-23	\$ 10.11	Teacher Assistant	IS-3	
Jones, Piercen	02-14-23	\$ 12.12	Group Leader	MT-7	
Lowell, Jennifer	02-14-23	\$ 30,000.00	Apprentice	NS	
Mitchell, Francesa	12-12-22	\$ 13.49	Campus Security Officer	TS-5	
Morrison, Chephon	02-15-23	\$ 12.37	Parent Involvement Facilitator	IS-6	
Peck-Prollock, Linsey	02-13-23	\$ 30,000.00	Apprentice	NS	
Qadri, Mia	02-15-23	\$ 14.95	Refugee Liaison	IS-6	
Riley, Marcia	02-06-23	\$ 30,000.00	Apprentice	NS	
Schuller, Samantha	02-06-23	\$ 9.82	Teacher Assistant	IS-3	
Settles, Alexis	02-06-23	\$ 11.21	Teacher Assistant	IS-6	
Sharp, Bobbi	01-30-23	\$ 42,800.00	Social Services Specialist - Site Based	BG-6	
Tatum, Jennifer	02-03-23	\$ 41,000.00	Librarian	M-0	
Ting, Dominik	02-13-23	\$ 30,000.00	Apprentice	NS	
Ultreras, Hector	02-13-23	\$ 13.90	Bilingual Customer Care Associate	CA-10	
Wann, Joshua	09-20-22	\$ 58,000.00	Instructional Mentor TTC	EG-3	
White, Raven	01-30-23	\$ 46,000.00	Digital Content Specialist	BG-5	
Williams, Alicia	02-03-23	\$ 44,000.00	Case Manager-Strong Tomorrows	BG-4	
ADJUSTMENTS					
Name	Effective Date	Contract Amount	Current Position	Proposed Position	Grade or Degree & Step
Amos, Kristy	02-14-23	\$ 101,016.00	Manager of Comp & Benefits	Senior HRIS Administrator	BG-9
Argumedo, Blanca	02-13-23	\$ 13.27	Asst Building Grounds Site Supervisor	Building Grounds Site Supervisor	MT-7
Bartelt, Guadalupe	01-23-23	\$ 10.18	Cafeteria Assistant	Cook I	MT-7
Bland, Amanda	02-28-23	\$ 65,000.00	Coordinator School Leader and Certification	HRIS Administrator	BG-8
Brown, Darlyn	08-01-22	\$ 45,375.00	Counselor	Social Service Specialist - Site Based	BG-7
Childers, Parker	01-03-23	\$ 63,500.00	Dean	Assistant Principal	EG-6
Clay, Susan	07-25-22	\$ 80,500.00	Instructional Mentor TTC	Lead Instructional Mentor	EG-4
Cochran, Todd	09-22-22	\$ 58,500.00	Teacher Assistant	Instructional Mentor	EG-3
Davis, Sharonda	12-01-22	\$ 40,000.00	Apprentice	Teacher	B-0
Foster, Cierra	09-21-22	\$ 54,000.00	Teacher	Instructional Mentor TTC	EG-03
Gonzalez, Wilfredo	01-04-23	\$ 30,000.00	Para Teacher	Apprentice	NS
Grayson, Huddie	01-18-23	\$ 13.49	Teacher Assistant	ED Paraprofessional	IS-10
Green, Karen	02-13-23	\$ 14.02	Bus Driver	ID Paraprofessional	IS-10
Jackson, Shawn	08-01-22	\$ 33,628.00	Case Manager Strong Tomorrows	Social Worker - Site Based	BG-04
Lugibihl, Matthew	09-02-22	\$ 51,500.00	Associate Data Strategist	Data Strategist	BG-7
Mccann, Isaac	01-23-23	\$ 63,500.00	Dean	Assistant Principal	EG-06
Robinson, Wanda	02-09-23	\$ 15.26	Receptionist / Book Center Clerk	Administrative Specialist	CA-12
Rowe, Lisa	02-14-23	\$ 75,000.00	WC Paralegal	Workers Compensation Paralegal & Administrator	BG-7

SEPARATIONS

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>
Cole, Robert	02-03-23	Bus Driver
Fisher, Rebecca	02-28-23	Teacher
Haley, Andrea	02-28-23	Cafeteria Manager
Harris, Andreana	02-24-23	Bus Driver
Hatcher, Cynthia	11-08-22	Evening Custodian
Lamb, Tobin	02-14-23	ED Paraprofessional
Miles, Robert	02-06-23	Warehouse Distribution Specialist III
Ortiz, Victoria	12-16-22	Teacher Assistant
Peterson, Maison	02-03-23	Teacher Assistant
Rosado Saavedra, Ricardo	03-21-23	Teacher
Stewart, Felicia	02-13-23	Paraprofessional
Vogel, Paul	12-16-22	Evening Custodian

SUBSTITUTE AND TEMPORARY ELECTIONS

Tutor

Acker, Laura	Reich, Kristin
McGouran, Carissa	Watson, Nathaniel

Adjunct Coaches

<u>SITE</u>	<u>NAME</u>	<u>ACTIVITY (IES)</u>	<u>TOTAL AMOUNT</u>	<u>START DATE</u>	<u>END DATE</u>
Edison High School	Carvajal, Jesus	Girls' Head Swim Coach/Boys' Assistant Swim Coach	\$ 4,496.00	2-15-23	05-28-23
Carver Middle School	Griffith, Emerson	Boys' Head Soccer Coach	\$ 1,145.00	2-16-23	05-28-23

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES

Talent Management - 11-0000-2572-501210-000-000000-109-04-041-

Pay support employee, Kylie Wagner, a stipend of \$500/month for additional duties in Talent Management involving Benefits and Compensation responsibilities from February 28, 2023 to April 28, 2023.

Communications - 11-0000-2560-503370-000-000000-000-14-062

Pay support employee, Caitlin Robinson, at \$200/month (total not to exceed \$600) for additional duties with the communications team from March 1, 2023 to May 31, 2023.

Cooper - 11-0000-2410-501110-000-000000-112-07-158

Pay Dorothy Anderson, assistant principal, a stipend of \$554/month (not to exceed \$3,324) for additional responsibilities as acting principal duties, January 9, 2023 to June 30, 2023

Talent Management - 11-0000-2572-501210-000-000000-xxx-04-041-

Pay salaried employees, to be named, a stipend of \$750/month for additional Talent Acquisition Supports for the Talent Management team from March 2023 through June 30, 2023, prorated as appropriate.

Talent Management - 11-0000-2572-501210-000-000000-xxx-04-041-

Pay hourly support employees, to be named, a stipend of \$18 per hour or their regular hourly rate (whichever is greater) for time worked outside normal contract hours up to 10 hours per week for additional Talent Acquisition Supports for the Talent Management team from March 2023 to June 30, 2023, over time to be paid if applicable.

CORRECTIONS TO PREVIOUSLY APPROVED ITEMS

Correct contract amount and effective date on adjustment February 13, 2023

ADJUSTMENTS

<u>Name</u>	<u>Effective Date</u>	<u>Contract Amount</u>	<u>Current Position</u>	<u>Proposed Position</u>	<u>Grade or Degree & Step</u>
Druzynski, Drew	02-27-23	\$ 47,000.00	Media Relations Manager	Expanded Learning Coordinator	BG-5

Correct effective date on elections January 9, 2023 page 17

ELECTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Contract Amount</u>	<u>Position</u>	<u>Grade or Degree & Step</u>
Aleman, Ashley	02-08-23	\$ 62,000.00	Positive School Climate Control	BG-07
Archer, Brad	01-23-23	\$ 65,500.00	Instructional Mentor -TTC	EG-3

Correct effective date on election February 13, 2023 page 13

ELECTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Contract Amount</u>	<u>Position</u>	<u>Grade or Degree & Step</u>
Wallach, Daniel	02-15-23	\$ 51,000.00	Assoc Data Analyst	BG-07

SUPPORTING INFORMATION

CONSENT ITEM E.3

POSITION CREATIONS/DELETIONS

CREATES

Position	Salary/Grade	Duties
Director of School Resource Support - ESC / Financial Services Annual Budget Impact: \$79,100 min. - \$118,700 max. Funding Source: 11-0000-2330-501110-000-000000-105-08-098	BG-11 12 Months	Under the supervision of the Deputy Chief Financial Officer, the Director of School Resource Support will oversee and coordinate support for school leader planning and resource alignment through the team of school strategy partners. This role is responsible for ensuring that there is clear alignment between the support provided to principals, the strategic plan, and the district budget, and ensures a connection to district planning, site planning, and district and site level budget processes.
Operations Associate - Parent Resource Center / Family and Student Services Annual Budget Impact: \$39,600 min. - \$59,400 max. Funding Source: 11-xxxx-2194-501210-000-000000-xxxx-05-xxx-xxxx	BG-5 12 Months	Under the guidance of the Manager of the Parent Resource Center (PRC), the Operations Associate manages and supports the coordination of logistics and related communications for the manager and the PRC team. Executes operational tasks and adeptly addresses sensitive cases as assigned by the manager. Develops detailed presentations, materials, and other reports for a wide variety of internal and external audiences.
Manager of Payroll Reporting - ESC / Payroll Annual Budget Impact: \$39,600 min. - \$59,400 max. Funding Source: 11-0000-2511-501210-000-000000-xxx-08-052	BG-8 12 Months	Under the guidance of the Director of Payroll this position manages and leads the day-to-day process necessary for monthly and annual payroll reporting to government agencies which is changing rapidly and becoming increasingly complex. Accuracy and the ability to adhere to deadlines are critical. The position requires strong analytical and communication skills. It collaborates with other internal departments and must work both independently and as part of a team

DELETES:

Position	Salary/Grade	Duties
Director of Grants & Special Projects - ESC / Federal Programs & Special Projects Annual Budget Impact: \$70,500 min. - \$105,700 max. Funding Source: 11-0000-2330-501110-000-000000-108-08-098-	BG-10 12 Months	Under the guidance from the Executive Director of Federal Programs & Special Projects, this key team member will facilitate and coordinate all grant development activities as it relates to the alignment of the district's strategic fiscal plan by working with school, district, and external partners.
Administrative Assistant II - Parent Resource Center / Family and Student Support Services Annual Budget Impact: \$25,646 min. - \$34,237 max. Funding Source: 11-0284-2194-501210-000-000000-615-05-020-0284	CA-8 \$12.33/hr. to \$16.46/hr. 12 Months	Ensures the smooth and efficient operation of the department by performing a variety of increasingly complex secretarial and administrative support duties.
Manager - Instructional Resources - Wilson / Teaching and Learning Annual Budget Impact: \$56,500 min. - \$84,700 max. Funding Source: 11-0000-2212-501210-000-000000-109-06-070 Delete 1 of 2 positions. One position created in error September 19, 2022 page 9	EG-5 12 Months	Provides leadership in the development, implementation, and evaluation of a comprehensive curriculum and instructional program; plans, develops, organizes, and implements policies, regulations, guidelines, and procedures pertaining to the district curriculum.
Administrative Assistant I - Indian Education Annual Budget Impact: \$22,256 min. - \$29,640 max. Funding Source: 81-2044-2330-501210-429-000000-615-05-604	CA-5 \$10.70/hr. to \$14.25/hr. 12 Months	Ensures the smooth and efficient operation of the Indian Education Department by performing a variety of complex secretarial duties.

CORRECTIONS TO PREVIOUSLY APPROVED ITEMS

Correct grade and annual budget impact on create March 7, 2022 page 16

CREATES

Position	Salary/Grade	Duties
<p>Administrative Assistant for Homeless Education – Enrollment Center / Student and Family Support Services</p> <p>Annual Budget Impact: \$ 24,482 min. – \$ 32,656 max.</p> <p>Funding Source: 11-7960-2199-501210-000- 000000- 615-05-020-7960 Federal Funding (McKinney Vento)</p>	<p>CA-10 \$13.49/hr. to \$18.14/hr. 12 Months</p>	<p>Under the general guidance of the Senior Manager of Social Services and Wellness: Work in a team environment to support all TPS programs educating homeless students, supporting the Homeless Education Coordinator in program implementation. Assists with research projects as required. Communicates on a positive basis with patrons and school personnel and students. Aids with processes like student enrollment or transfer requests, transportation reports for homeless students, and other homeless student needs</p>