

**MINUTES OF THE REGULAR MEETING  
BOARD OF EDUCATION  
UNION SCHOOL DISTRICT  
Tulsa, Oklahoma  
July 10, 2023**

**The Union Board of Education met in regular session on Monday, July 10, 2023, at 7:00 p.m. in the Board Room of the Union Education Service Center pursuant to written notice given to the County Clerk of Tulsa County by the fifteenth day of December 2022 as required by Title 25, Oklahoma Statutes, 301-314. The time, place and agenda of this meeting were posted in prominent public view at the location of this meeting at least 24 hours in advance excluding Saturdays, Sundays, and holidays.**

**CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Heather McAdams, president.

**FLAG SALUTE**

The flag salute was led by Heather McAdams, president.

**MEMBERS PRESENT**

Ms. Heather McAdams, Ms. Stacey Roemerman, Dr. Chris McNeil, Mr. Ken Kinnear

**MEMBERS ABSENT**

Mr. Joey Reyes

**OTHERS PRESENT**

Superintendent Dr. Kirt Hartzler, Chief Financial Officer Dr. Trish Williams; Associate Superintendent Charlie Bushyhead, Chief Communications Officer Chris Payne, Assistant Superintendent Sandi Calvin, Assistant Superintendent John Federline, Executive Director of Human Resources Jay Loegering, Senior Executive Director of Research-Design-Assessment Todd Nelson, Executive Director of Secondary Education Dr. Kenneth Moore, Executive Director of Instructional Technology Gart Morris, Director of Operations Dr. Josh Robinson, and others.

**ADOPTION OF THE AGENDA**

Ms. Roemerman moved the Board approve the agenda as posted. Dr. McNeil seconded the motion.

Vote: Stacey Roemerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

The agenda was adopted as posted.

**CONSENT AGENDA**

Ms. Roemerman moved for approval of items on the consent agenda as follows:

- Minutes of the June 12, 2023 regular board meeting and Minutes of the June 27, 2023 special board meeting;
- Facilities use license agreements and authorize Senior Facilities Manager Art Churchill to execute the agreements;
- Preventive Maintenance Agreement with Push Pedal Pull, Inc. for equipment maintenance and repair at the UMAC, in

- the amount of \$3,000.00 from general funds, and authorize the Superintendent or designee to execute the agreement;
- Ratification of the advertising agreement with Advanced Orthopedics of Oklahoma;
  - Athletic participation agreements with Choctaw High School for Girls Basketball and Edmond Memorial High School for Boys Basketball, and authorize the Director of Athletics, Emily Barkley to sign the agreements;
  - Advertising Agreements with TTCU Federal Credit Union and Jersey Mike's #23024 for premier advertising privileges around Union Tuttle Stadium for the 2023-2024 SY, and authorize the Superintendent or designee to execute the agreements;
  - Event Services Agreement with Special Event Services, LLC for even staff services for the 2023-2024 SY for UMAC and Athletic events, in the total amount of \$30,000.00, and authorize the Superintendent or designee to execute the agreement;
  - Contracts for services with Union Cheer Booster Club, Union Volleyball Booster Club and Boosters of Tulsa Union Pom, Inc. for concession workers during the 2023-2024 SY for UMAC events, and authorize the Superintendent or designee to execute the agreements;
  - Agreement with Teaching Strategies GOLD for OECF classrooms, for the purchase of Early Childhood Assessments, in the amount of \$1,782.00 from grant funds, and authorize the Superintendent or designee to execute the agreement;
  - Agreement with Teaching Strategies GOLD for Head Start classrooms, for the purchase of Early Childhood Assessments, in the amount of \$2,065.50 from grant funds, and authorize the Superintendent or designee to execute the agreement;
  - Purchase of a two-year renewal of Prisms virtual reality math software, in the amount of \$18,416.00 from bond funds, and authorize the Superintendent or designee to execute the agreement;
  - Contract with Junior Achievement of Oklahoma Inc. for the participation of Union sixth grade students in the JA BizTown Program, in the amount of \$32,400.00 from general funds, and authorize the Superintendent or designee to execute the agreement;
  - Agreement with Franklin Covey Client Sales, Inc., for Leader In Me Coaching Services for professional development, for McAuliffe Elementary in the amount of \$5,100.00 from activity funds and authorize the Superintendent or designee to execute the agreement;
  - Memorandum of Understanding with CREOKS Behavioral Health Services, Inc. for behavioral health services, and

authorize the Superintendent or designee to execute the agreement;

- School Counseling Consulting Agreement with American School Counselor Association for professional development for school counselors, in the amount of \$14,080.50 from Title IV funds, and authorize the Superintendent or designee to execute the agreement;
- Contract for Services with Superior Vision Consulting to provide services for selected students with visual impairments, in the amount of \$30,000.00 and authorize the Superintendent or designee to execute the agreement;
- Master Service Agreement and Statement of Work with Language Line Services, Inc., to provide telephone-translating/interpretation services, in the amount of \$25,000.00 from general/grant funds, and authorize the Director of English Learner Program, Amy Smith, as designee to sign the agreements;
- Master Memorandum of Understanding and Participating Addendum with Vizavance, In., to provide vision screenings, in the amount of \$1,400.00 from general funds, and authorize the Superintendent or designee to execute the agreement;
- Participating Addendum for previously approved Master Memorandum of Understanding with Oklahoma Caring Foundation for the Caring Van, and authorize the Superintendent or designee to execute the agreement;
- Master Memoranda of Understanding and Participating Addenda with Family Caregiver Assistance, Community Action Project of Tulsa, Goodwill Industries, HSECTC, Trinity Woods, Asbury Preschool and AAON, Inc. for Career Connect Programs and authorize the Superintendent or designee to execute the agreements;
- Participating Addenda for previously approved Master Memoranda of Understanding with Tulsa City-County Health Department and AIA Eastern Oklahoma Chapter, for Community Schools programs, and authorize the Superintendent or designee to execute the agreements;
- Yearbook agreements with Jostens, Lifetouch and Ruth Kelly Studios for 2023-2024 and authorize the site principals to sign the site agreements and final order forms;
- Ratification of contracts, agreements, and memoranda of understanding for the 2023-2024 fiscal year, approved in the previous fiscal year;
- Agreement with University of Oklahoma College of Nursing for nursing student interns, and authorize the Superintendent or designee to execute the agreement;
- Approval of funding change for the employment of Jaime Gardner as Associate Director of Child Nutrition,

previously approved at the June 12, 2023 board meeting, to Child Nutrition Funds from General Funds;

- Personnel resignations and terminations of certified and/or support staff for the 2022-2023 and 2023-2024 school years;
- Employment of certified and/or support staff, employment changes, and other payments for the 2022-2023 and 2023-2024 school years;
- Student Transportation Contract with Tulsa Technology Center, and authorize the Superintendent or designee to execute the agreement;
- Master Services Agreement with Employee Screening Services of Missouri, LLC, d.b.a. Tomo Drug Testing, for employee physicals, drug and alcohol testing for CDL drivers, and authorize the Director of Transportation, Susan Pettit to electronically sign the agreement;
- Service Agreement with Gold Star Security for alarm response services for the district, in the amount of \$12,500.00 from general funds, and authorize the Superintendent or designee to execute the agreement;
- Renewal of the agreement and managed portfolio service rider with Constellation New Energy Gas Division, LLC (blanket PO previously approved at the June 12, 2023 board meeting) to continue providing third-party natural gas for the 2023-2024 fiscal year, and authorize David Young, Director of Purchasing & Supply Management as the Superintendent's designee to add additional qualifying third-party natural gas meters to the district's account, execute fixed pricing confirmations, and sign any necessary documents associated with the changes and confirmations.
- Monetary donations;
- Donation of a wooden tabletop bookshelf with 30 children's books, a play mat and pillow from Early Learning Works by Tulsa Educare to Adult Education & Family Literacy;
- Agreement with The Meadows Center for Opportunity, Inc. for document destruction services, in the amount of \$4,500.00 from general funds, and authorize the Superintendent or designee to execute the agreement;
- Declaration of old/used textbooks as surplus and agreement with Mark My Words, LLC for the removal and disposal of surplus textbooks and authorize the Superintendent or designee to execute the agreement;
- Renewal of the agreement with Natural Evolution, Inc., for the recycling and disposal of electronic equipment, in the amount of \$4,000.00 from general funds, and authorize the Superintendent or designee to execute the agreement;
- Declaration of equipment as surplus and authorize disposal of same through donation, Natural Evolution, Inc., or surplus auction;

- Change Order No. 1 with Vision Air Services, in the amount of \$29,905.06 from bond funds, for the Grove Elementary HVAC Replacement Project;
- Change order No. 2 with Ascend Commercial Builders, in the amount of \$21,593.00 from bond funds, for the Flooring Replacement Project at Jarman Elementary;
- Letter of Engagement with Lance, Soll & Lungard, LLP for the purchase of technology and accounting consulting services, in the amount of \$40,000.00 from general funds, and authorize the Superintendent or designee to execute the agreement;
- Crowdfunding donations;
- Annual "Certificate and Order of Municipality or Board of Education to County Clerk and Treasurer" for the 2023-2024 school year;
- Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims, PO list #2222400019 through #2222400473 in the amount of \$16,500,264.00 and the release of payroll encumbrances.

Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Stacey Roemerman – aye, Ken Kinnear – aye, Heather McAdams – aye

All voted aye – motion carried.

**USPA REPORT**

None

**UCTA REPORT**

None

**SPECIAL RECOGNITION**

Mr. Charles Pisarra introduced Ms. Pam Riddle and presented her with the U.S. President’s Lifetime Achievement Award for Volunteer Service.

**HEARINGS AND CORRESPONDENCE**

None.

**COMMUNICATIONS**

None.

**COMMENTS FROM THE AUDIENCE REGARDING THE AGENDA**

None

**BUSINESS AGENDA**

**1080-HOUR CALENDAR**

Dr. Hartzler recommended the Board approve the 2023-2024 school calendar based on the 1080-hour requirement.

Mr. Kinnear moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roemerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

## **5-YEAR STRATEGIC PLAN**

Dr. Nelson recommended the Board approve the adoption of the District’s 5-year Strategic Plan for 2023-2028. Dr. Nelson gave a presentation noting that the proposed plan serves as a guiding document for leadership policy decisions and the development of initiatives, programs, and strategies to achieve our mission of 100 percent graduation, college and career-ready.

Dr. McNeil moved for approval. Mr. Kinnear seconded the motion.

Vote: Stacey Roemerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

## **RENEWAL OF RENAISSANCE LEARNING SOFTWARE**

Dr. Nelson recommended the Board approve the two-year subscription renewal of Renaissance Learning software in the amount of \$266,298.80 from bond funds.

Ms. Roemerman moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roemerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

## **PROFESSIONAL DEVELOPMENT**

Ms. Chasity Gray, Director of Professional Learning recommended the Board approve the purchase of professional development and job-embedded in-person coaching with Corwin, in the total amount of \$409,500.00 from federal funds.

Ms. Roemerman moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roemerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

## **RENEWAL OF VIRTUAL COURSEWARE**

Mr. Morris recommended the board approve the purchase of Edgenuity Digital Courseware for two-years from Imagine Learning, in the amount of \$103,165.00 from bond funds.

Mr. Kinnear moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

#### **WEBHOSTING & MASS NOTIFICATION SOLUTION**

Mr. Payne recommended the board approve an agreement with Active Internet Technologies, LLC, d.b.a. Finalsite for a webhosting and mass notification solution, in the amount of \$142,390.00 from bond funds, and authorize the Chief Communications Officer, Chris Payne, to execute the contract.

Ms. Roerman moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

#### **TRANSPORTATION RENEWAL PURCHASE**

Mr. Bushyhead recommended the Board approve the 2-year renewal purchase of the Home Base, Boulevard and ZPass systems for GPS tracking for district vehicles and buses from Zonar, in the amount of \$117,287.25 from bond funds.

Mr. Kinnear moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

#### **PAVEMENT REPLACEMENT**

Dr. Robinson recommended the Board approve the bid for the Pavement Replacement and Sealcoat at the Operations area, Jarman and the 8th Grade Center and award the contract to Dunham's Asphalt Services, Inc., in the amount of \$436,850.00 from bond funds.

Ms. Roerman moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

#### **HVAC SYSTEM AT HS**

Dr. Robinson recommended the Board approve the Master Agreement with Henderson Engineers for engineering services for the HVAC System at the High School, in the amount of \$365,400.00 from bond funds.

Mr. Kinnear moved for approval. Dr. McNeil seconded the motion.

Vote: Stacey Roemerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

## **NEW BUSINESS**

None.

## **COMMENTS FROM THE AUDIENCE AND BOARD MEMBERS**

Mr. Kinnear expressed how impressed he was with Dr. McNeil’s editorial that he wrote for the Tulsa World recruiting doctors for Oklahoma.

## **EXECUTIVE SESSION**

Mr. Kinnear moved the Board adjourn to Executive Session to discuss the contract renewals for the Superintendent and the Chief Financial Officer. Dr. McNeil seconded the motion.

Vote: Stacey Roemerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

The board entered into executive session at 7:40 p.m. pursuant to Okla. Stat. tit. 25, Section 307 (B)(1), to discuss contract renewals for the Superintendent and the Chief Financial Officer. Those present in executive session to discuss the contract renewals for the Superintendent and Chief Financial Officer were Heather McAdams, Stacey Roemerman, Ken Kinnear, and Dr. Chris McNeil, all Board members; Dr. Kirt Hartzler, Superintendent and Dr. Trish Williams, Chief Financial Officer.

## **RETURN TO OPEN SESSION**

Ms. McAdams acknowledged that the Board had returned to Open Session at 9:05 p.m.

## **STATEMENT OF EXECUTIVE SESSION MINUTES**

Ms. McAdams stated that, during Executive Session, the Board discussed the contract renewals for the Superintendent and the Chief Financial Officer. Those present in executive session to discuss the contract renewals for the Superintendent and Chief Financial Officer were Heather McAdams, Stacey Roemerman, Ken Kinnear, and Dr. Chris McNeil, all Board members; Dr. Kirt Hartzler, Superintendent and Dr. Trish Williams, Chief Financial Officer.

No decisions were made and no action was taken.



**CONTRACT RENEWALS FOR  
SUPERINTENDENT AND  
CHIEF FINANCIAL OFFICER**

Ms. Roerman moved to approve the contract renewals for the Superintendent and Chief Financial Officer for the 2023-2024 school year. Dr. McNeil seconded the motion

Vote: Stacey Roerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

All voted aye – motion carried.

**ADJOURNMENT**

Ms. Roerman moved to adjourn the meeting. Mr. Kinnear seconded the motion.

Vote: Stacey Roerman – aye, Ken Kinnear – aye, Chris McNeil – aye, Heather McAdams – aye

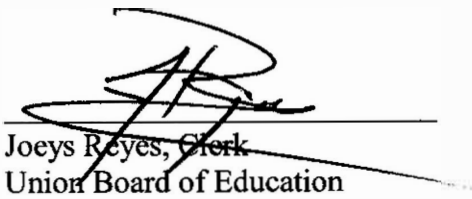
All voted aye – motion carried.

The meeting adjourned at 9:06 p.m.

Barbara Swinburne, Board Secretary

Regular Meeting  
Board of Education  
Union Public Schools

Minutes of the **July 10, 2023**, regular meeting were approved by a majority vote of the Union Board of Education on **August 14, 2023**.



Joelys Reyes, Clerk  
Union Board of Education