

**MINUTES OF THE REGULAR MEETING  
BOARD OF EDUCATION  
UNION SCHOOL DISTRICT  
Tulsa, Oklahoma  
August 14, 2023**

**The Union Board of Education met in regular session on Monday, August 14, 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 Stacey Roerman, vice-president.

**FLAG SALUTE**

The flag salute was led by Stacey Roerman, vice-president.

**MEMBERS PRESENT**

Ms. Stacey Roerman, Mr. Joey Reyes, Dr. Chris McNeil, Mr. Ken Kinnear

**MEMBERS ABSENT**

Ms. Heather McAdams,

**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 Elementary Education Theresa Kiger, Executive Director of Instructional Technology Gart Morris, Executive Director of Technology Todd Borland, Director of Construction Services Fred Isaacs, and others.

**ADOPTION OF THE AGENDA**

Dr. McNeil moved the Board approve the agenda. Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roerman – aye.

All voted aye – motion carried.

The agenda was adopted.

**CONSENT AGENDA**

Ms. Roerman noted that items E and K from the Consent Agenda were withdrawn. She also noted that the amount of item FF should be \$17,175.00.

Mr. Kinnear moved for approval of items on the consent agenda as follows:

- Minutes of the July 10, 2023 regular board meeting and Minutes of the August 7, 2023 special board meeting;
- Facilities use license agreements and authorize Senior Facilities Manager Art Churchill to execute the agreements;
- Agreement with ATM Depot, Inc. for ATM services at the UMAC and High School, and authorize the Superintendent or designee to execute the agreement;
- Contract with Greater Tulsa Officials Association (GTOA) to assign official for the 2023 football games, and authorize the Director of Athletics to execute the agreement;
- Advertising Agreements with Tribal Resources, LLC (dba Inkwell) and Union Football Booster Club for advertising privileges in and around Tuttle Stadium for the 2023-2024 school year, and authorize the Superintendent or designee to execute the agreements;
- Contracts for Services with Union Band Parents Club, Union Air Force JROTC Booster Club, and Union Highsteppers Booster Club for concession workers for UMAC events during the 2023-2024 school year, and authorize the Superintendent or designee to execute the agreements;
- Contract with the Union Band Parents Club, Inc., for operation of the Tuttle stadium concessions during the 2023-2024 SY, and authorize the Superintendent or designee to sign the contract;
- Memorandum of Understanding with the Department of Career & Technology Education for professional development opportunities for Union Adult Education & Family Literacy staff, and authorize Dr. Amy McCready to execute the agreement;
- Subaward Funding Agreements with the State Board of Career and Technology Education and authorize the Superintendent to execute the agreements;
- Summary and Commitment Agreement with Strong Tomorrows, LLC, for a program that provides guidance, support and information for expectant and parenting students, and authorize the Superintendent or designee to execute the agreement;
- Oklahoma Educator Fellows Professional Services Agreement with Teach for America, and authorize the Superintendent or designee to execute the agreement;
- Agreement with Learning A-Z for two-year licenses for all elementary sites for TRaz-Plus, in the amount of \$25,760.00 from bond funds, and authorize the Superintendent or designee to execute the agreement;
- Program agreement with Reading Partners to provide reading tutors to students at six elementary sites, in the amount of \$75,000.00 from RSA funds, and authorize the Superintendent or designee to execute the agreement;

- Purchase of a two year license for Turnitin, LLC for a plagiarism utility and AI detection tool, in the amount of \$63,080.00 from bond funds, and authorize the Superintendent or designee to execute the agreement;
- Renewal software subscription purchase with Panorama Education for a ten month license fee, in the amount of \$89,725.00 from ESSER funds, and authorize the Superintendent or designee to execute the agreement;
- Contract with Heggerty for a professional development seminar for PreK teachers, in the amount of \$850.00 from ARP funds, and authorize the Superintendent or designee to execute the agreement;
- Licensed Training Provider Agreement with the American Red Cross to provide CPR/First Aid certification to various staff, in the amount of \$825.00 from general funds, and authorize Lindsay Smith, Director of Special Services to execute the agreement;
- Pre-Employment Transition Services Coordination, Pre-ETS Collaborative Agreement with the Board of Regents of the University of Oklahoma for students with disabilities, and authorize the Director of Special Services Lindsay Smith to execute the Agreement;
- Contract with the Oklahoma Department of Rehabilitation Services (DRS) to provide a Transition from School-to-Work Program for children with disabilities, and authorize the Director of Special Services, Lindsay Smith to execute the agreement;
- Contract for Educational Services with Tulsa Tech Aerospace Academy and the Tulsa Tech Career Academy Prevention Program, and authorize the Superintendent or designee to execute the agreement;
- Memorandum of Understanding with Tulsa STARBASE of Oklahoma for an after-school STEM program for 6-7th grade Native American students, and authorize the Superintendent or designee to execute the agreement;
- Memoranda of Understanding and Participating Addenda with American Airlines, Broken Arrow Economic Development Corporation, Lufthansa Technik Component Services, Nordam, Tulsa Airports Improvements Trust, Tulsa Regional Chamber, and Tulsa Regional STEM Alliance for the Union Aeronautics Academy, and authorize the Superintendent or designee to execute the agreements;
- Memorandum of Understanding with The City of Tulsa for the Career Connect Automotive Program, and authorize the Superintendent or designee to execute the agreement;
- Master Memoranda and Participating Addenda with Redbud Physical Therapy, Broken Arrow Beauty College, Broken Arrow Fire Department, Kee Physical Therapy,

- KKT Architects, Spring Dental, Village Vet, and Building All Children for Career Connect programs, and authorize the Superintendent or designee to execute the agreements;
- Master Memoranda of Understanding and Participating Addenda with The bART Center for Music, Spot 31, Inc., Tulsa Zoo Management, Assistance League, Camp Fire, Community Food Bank of Eastern Oklahoma, Enhance Management, Girl Scouts of Eastern Oklahoma, The Metropolitan Environmental Trust, Tulsa County OSU Extension and Tulsa Garden Center for Community School programs, and authorize the Superintendent or designee to execute the agreements;
  - Interlocal agreement with the City of Broken Arrow to provide crossing guards for the 2023-2024 school year and authorize the Superintendent or designee to execute the agreement;
  - Agreement with Oklahoma City Community College to place health education students into clinical rotations, and authorize the Superintendent or designee to execute the agreement;
  - Practicum Agreement with University of Tulsa Oxley College of Health Sciences for speech and hearing practicum students, and authorize the Superintendent or designee to execute the agreement;
  - Practicum Program Agreement with Oklahoma State University (OSU) to serve as a practicum site for graduate research associates and graduate research assistants, in the amount of \$57,228.00 from federal (ESSER III) funds, and authorize the Superintendent or designee to execute the agreement;
  - Agreement with Kellogg & Sovereign for E-Rate Management services, in the amount of \$17,175.00 from general funds, and authorize the Executive Director of Technology to execute the agreements;
  - Personnel resignations and terminations of certified and support staff for the 2021-2022, 2022-2023 and 2023-2024;
  - Employment of certified and/or support staff, employment changes, and other payments for the 2022-2023 and 2023-2024 school years;
  - Agreement with U.S. OMNI & TSACG Compliance Services, as the District's third party administrator (TPA) for its 403(b) and 457 plans and to approve the continuation of 403(b) through Aspire and 457 through TIAA, and authorize the Executive Director of Human Resources to execute the TPA agreement and any associated agreements with selected vendors, and make payments under the approved agreements;
  - Revisions to the Provisional Pay Table;

- Payment of the State-required, State-funded stipend for special education and alternative education teachers;
- Payment of a flat stipend of \$100 for attendance at the New Teacher Induction;
- Approval of Assistant Principal Intern Shannon Altom to the High School;
- Authorization of payment, after services are rendered, to certified employees for attendance, presentation, and/or preparation for/at District-Sponsored professional development events at rates on the provisional pay table when the event and/or working preparing for the event occurs outside of the regular work day;
- Authorization of payment, after services are rendered, of a stipend to selected retired teacher(s)/administrator(s) for Credit Recovery Outreach Services;
- Monetary donations;
- Declaration of equipment as surplus and authorize disposal of same through donation, Natural Evolution, Inc., or surplus auction;
- Change order No. 2 with T&S Taylor Enterprises for the Flooring Replacement at Multiple Sites Project, in the amount of \$17,617.80 from bond funds;
- Change order No. 4 with Ascend Commercial Builders for the Flooring Replacement Project at Jarman Elementary, in the amount of \$27,571.50 from bond funds;
- Annual software license renewal from Caseware for the District's Annual Comprehensive Financial Report, in the amount of \$13,425.00 from general funds;
- Activity fund transfers;
- Crowdfunding donations;
- Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims, PO list #22400019 through #22401537 in the amount of \$38,015,363.14, supplemental PO list #22401538 through #22401714 in the amount of \$416,028.80 and the release of payroll encumbrances.

Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

## **USPA REPORT**

USPA President Brandon Morgan reported that since May USPA has had a 15% increase in membership.

## **UCTA REPORT**

UTCA President Kerri Gunter thanked Dr. Williams for listening to UCTA on summer paychecks. She has heard from many teachers how it, along with the stipend, relieved a lot of

stress over the summer break. UCTA had the privilege of providing lunch at the new teacher induction and it was a great success.

**HEARINGS AND  
CORRESPONDENCE**

None.

**COMMUNICATIONS**

None.

**COMMENTS FROM THE  
AUDIENCE REGARDING  
THE AGENDA**

None

**BUSINESS AGENDA**

**APPLICATIONS FOR  
DE-REGULATION**

Ms. Calvin recommended the Board approve applications for de-regulation regarding elementary, middle, and secondary Media/Library Service and a request for a statutory waiver for Cedar Ridge Elementary media program.

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

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

**TEXTBOOKS & SOFTWARE**

Ms. Calvin recommended the Board approve the additional expenditure of \$1,473,613.78 from the general funds to purchase textbooks and software for the 2023-2024 school year.

Mr. Kinnear moved for approval. Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

**RENEWAL OF CANVAS  
LEARNING MANAGEMENT  
SYSTEM**

Mr. Morris recommended the Board approve the two-year renewal software subscriptions for the Canvas Learning Management System, MasteryConnect and Item Bank from Instructure, in the amount of \$409,908.00 from bond funds.

Mr. Kinnear moved for approval. Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

**SECONDARY CAREER &  
TECHNOLOGY PROGRAMS**

Dr. Marla Robinson recommended the Board approve a contract with the Oklahoma Department of Career and Technology Education for secondary career and technology education programs for the 2023-2024 school year, in the amount of \$107,600.00 from the ODCTE allocation.

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

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

**TCC CONCURRENT  
EDUCATION PROGRAMS**

Dr. Marla Robinson recommended the Board approve the Memoranda of Understanding with Tulsa Community College (TCC) for concurrent education programs that TCC offers Union High School students, in the amount of \$176,125.00 from general funds.

Mr. Kinnear moved for approval. Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

**UPDATED SAFE RETURN  
AND CONTINUITY OF  
SERVICES PLAN**

Mr. Bushyhead recommended the Board approve the updated Safe Return and Continuity of Services Plan for the 2023-2024 school year.

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

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

**PURCHASE OF  
INTERACTIVE PANELS**

Mr. Borland recommended the Board approve the purchase of sixty-five NewLine Interactive panels from Trafera, in the total amount of \$128,375.00 from bond funds.

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

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

## **HIGH SCHOOL RTU PROJECT**

Mr. Isaacs recommended the Board approve the bid for the High School Gym RTU project and award the contract to Forrest Shoemaker Air Conditioning Inc., in the amount of \$267,526.00 from bond funds.

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

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

## **JOB ORDER CONTRACT**

Mr. Isaacs recommended the Board approve future purchases using the current Job Order Contract, previously approved, with 357 Inc., dba Reco Construction in the amount of \$250,000.00 from various funds.

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

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

## **PURCHASE POLICY #3010**

Dr. Williams recommended the Board approve a temporary waiver in Purchasing Policy 3010 to allow the purchase of fleet vehicles without competitive bidding and prior purchase order approval by the Board for the 2023-2024 fiscal year.

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

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roemerman – aye.

All voted aye – motion carried.

## **NEW BUSINESS**

None.

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

Dr. Hartzler stated he was excited to welcome back over 15,000 students on Wednesday and was looking forward to tomorrow's Kick Off.



## **EXECUTIVE SESSION**

Mr. Kinnear moved the Board adjourn to Executive Session to discuss the appointment and contract for a Deputy Superintendent. Dr. McNeil seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roerman – aye.

All voted aye – motion carried.

The Board entered into executive session at 7:27 p.m. pursuant to Okla. Stat. tit. 25, Section 307 (B)(1), to discuss the appointment and contract for a Deputy Superintendent. Those present in executive session to discuss the appointment and contract for a Deputy Superintendent were Stacey Roerman, Joey Reyes, Ken Kinnear, and Dr. Chris McNeil, all Board members.

## **RETURN TO OPEN SESSION**

Ms. Roerman acknowledged that the Board had returned to Open Session at 8:20 p.m.

## **STATEMENT OF EXECUTIVE SESSION MINUTES**

Ms. Roerman stated that, during Executive Session, the Board discussed the appointment and contract for a Deputy Superintendent. Those present in executive session to discuss the appointment and contract for a Deputy Superintendent were Stacey Roerman, Joey Reyes, Ken Kinnear, and Dr. Chris McNeil, all Board members.

No decisions were made and no action was taken.

## **DEPUTY SUPERINTENDENT**

Dr. McNeil moved to approve a contract and appoint Dr. John Federline as Deputy Superintendent. Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roerman – aye.

All voted aye – motion carried.

## **ADJOURNMENT**

Dr. McNeil moved to adjourn the meeting. Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Ken Kinnear – aye, Chris McNeil – aye, Stacey Roerman – aye.

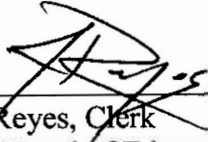
All voted aye – motion carried.

The meeting adjourned at 8:21 p.m.

Jamie Ward, Senior Executive Assistant

Regular Meeting  
Board of Education  
Union Public Schools

Minutes of the **August 14, 2023**, regular meeting were approved by a majority vote of the Union Board of Education on **September 11, 2023**.



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Joeys Reyes, Clerk  
Union Board of Education