

**MINUTES OF THE REGULAR MEETING
BOARD OF EDUCATION
UNION SCHOOL DISTRICT
Tulsa, Oklahoma
February 13, 2023**

The Union Board of Education met in regular session on Monday, February 13, 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 Ken Kinnear, president.
FLAG SALUTE	The flag salute was led by Ken Kinnear, president.
MEMBERS PRESENT	Mr. Ken Kinnear, Ms. Heather McAdams, Ms. Stacey Roerman, Mr. Joey Reyes, and Dr. Chris McNeil
MEMBERS ABSENT	None
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 Information Technology Todd Borland, Director of Child Nutrition Lisa Griffin, and others.

ADOPTION OF THE AGENDA Ms. Roerman moved the Board approve the agenda as posted. Dr. McNeil seconded the motion.

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

All voted aye – motion carried.

The agenda was adopted as posted.

CONSENT AGENDA Ms. Roerman moved for approval of items on the consent agenda as follows:

- Minutes of the January 17, 2023 regular Board meeting;
- Out of State travel requests for the following:
 - Boys Soccer to Rogers, AR – Feb. 28, 2023;
 - Girls Soccer to Rogers, AR – Feb. 28, 2023;

- HS Orchestra to San Antonio, TX – April 19-22, 2023;
- Indoor Drumline to Dayton, OH – Apr. 18-23, 2023;
- JROTC to Camp Perry, OH – Mar. 22-26, 2023;
- Varsity Boys Soccer to Gatlinburg, TN – Mar. 23-27, 2023;
- 8th & 9th Choir to Branson, MO – April 27-28, 2023;
- 9th Grade Orchestra to Irving, TX April 28-29, 2023.
- Revised Subaward Funding Agreements with the State Board of Career and Technology Education for Adult Education, and authorize the Superintendent to execute the agreements;
- Class Collaboration Agreement with Northeastern State University-Broken Arrow, to provide Integrated English Literacy and Civics Education (IELCE) classes for the 2022-2023 schoolyear, and authorize the Superintendent or designee to execute the agreement;
- Master Memorandum of Understanding and Participating Addenda with Jay Rambo, Co., and Miss Weary's Foundation (aka Health/Safety Education Consultants Training Ctr., LLC.) for the Adult Education and Family Literacy program, and authorize the Superintendent or designee to execute the agreements;
- Software subscription for 40 additional student licenses with Imagine Learning, LLC for Jarman Elementary, in the amount of \$4,556.72 from bond funds, and authorize the Superintendent or designee to execute the agreement.;
- Professional Development Agreement with Connected Kids for Roy Clark Elementary, in the amount of \$400.00 from Title 1 Professional Development funds, and authorize the Superintendent or designee to execute the agreement;
- ACT® Terms and Conditions for ACT tests for high school students, in the amount of \$5,580.00 from activity funds, and authorize Nia Schell, Testing and Data Specialist to sign on-line as designee;
- Contract renewal with SHL US LLC, for Brainbench software, in the amount of \$2,310.00 from Career Tech funds, and authorize John Chargois, High School principal to sign the online order form;
- Master Memorandum of Understanding and Participating Addendum with Broken Arrow Fire Department for the Career Connect Program, and authorize the Superintendent or designee to execute the agreements;
- Master Memoranda of Understanding and Participating Addenda with Case de la Cultura, Kang's Taekwondo and Costco Wholesale Volunteer Reading program for Community School programs, and authorize the Superintendent or designee to execute the agreements;
- Updated Master Memorandum of Understanding with Spot 31, Inc., to include Union's Data Sharing Agreement, and

authorize the Superintendent or designee to execute the agreement;

- Group Admission Agreement with Tulsa Botanic Garden, for the Extended Day Program, in the amount of \$585.00 from EDP activity funds, and authorize Lorrie Field, EDP Manager to execute the agreement;
- Customer Agreement with Merlyn Mind, Inc. for an AI driven classroom assistant, in the amount of \$2,700.00 from bond funds, and authorize the Superintendent or designee to execute the agreement;
- Purchase of e-rate network equipment from NextStep Innovations, in the amount of \$98,257.93 from bond funds;
- Agreement for Construction in a Utility Easement with the City of Tulsa for the right to construct and maintain a retaining wall on the east side of the HS stadium, and authorize the Superintendent or designee to execute the agreement;
- No Cost Change Order No. 1 with Magnum Construction for the Operations Loading Dock;
- Payment for the state-required, annual bonus to eligible National Board Certified employees, contingent upon funding from the State of Oklahoma.
- Personnel resignations and terminations of certified and/or support staff for the 2022-2023 school year;
- Employment of certified and/or support staff, employment changes, and other payments for the 2022-2023 school year;
- Monetary donations;
- Declaration of equipment as surplus and authorize disposal of same through donation, Natural Evolution, Inc., or surplus auction;
- Applications for School Activity Fund Sanctioning as follows:
 - Volleyball
 - Girls Soccer
 - Baseball
 - Momma Hawks
 - Girls Wrestling
 - Graduation Celebration
 - Tennis
 - Ochoa PTA
 - Jarman PTA
 - Cross Country/Track
 - Alt Ed.
- Fundraising request;
- Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims, PO list #22303948 through #22304414 in the amount of \$1,526,965.59 and supplemental PO list #22304415 through #22304506 in the amount of \$306,237.78 and final authorization to issue, revise, pay and close encumbrances and claims for all purchase orders issued in FY 2022-2023 and the release of payroll encumbrances.

Mr. Reyes seconded the motion.

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

All voted aye – motion carried.

USPA REPORT

None.

UCTA REPORT

UCTA President Kerri Gunter reported that the UCTA Legislative Committee has been busy working with our zone to bring legislators to a meet and greet in Tulsa on March 9, 2023. They are also encouraging members to lobby at the Capital and make phone calls for public education. UCTA is sending a group of 11 of Union’s educators to OEA’s organizing conference later this month.

**HEARINGS AND
CORRESPONDENCE**

None.

COMMUNICATIONS

None.

**COMMENTS FROM THE
AUDIENCE REGARDING
THE AGENDA**

None

BUSINESS AGENDA

**2023-2024 SCHOOL
CALENDAR**

Dr. Hartzler recommended the Board approve the revised proposed 2023-2024 school calendar. Dr. Hartzler stated in working with the UTCA it was noticed that President’s Day was not marked as a holiday on the first proposed calendar. Another change to the calendar is adding Friday, March 15, 2024 as a day off.

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

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

All voted aye – motion carried.

**EARLY RETIREMENT
INCENTIVE PROGRAM**

Mr. Loegering recommended the Board approve the final 2022-2023 Early Retirement Incentive (ERI) program participation list.

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

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

All voted aye – motion carried.

**AWARD OF COMMODITY
PROCESSING BIDS**

Ms. Griffin recommended the Board approve award of the commodity processing bids for FY 2023-2024 as follows:

ConAgra.	\$ 41,134.08
JTM	\$ 27,509.80
Hormel Food Sale, LLC	\$ 18,021.48
MCI	\$ 29,926.00
McCain’s.	\$183,235.26
Land O Lakes	\$ 42,058.85
Nardones	\$113,676.62
Peterson Farms	\$ 59,913.24
Pilgrim Pride/Gold Kist	\$104,339.20
Tyson	\$281,339.01
Rich’s	\$106,810.01

for an estimated aggregate annual amount of \$1,007,963.55 and an additional \$25,500.00 to the Department of Human Services for payment of the commodity assessment fees for 2023-2024 from the Child Nutrition fund. Ms. Griffin also recommended the Board approve award of commodity processing bid that will go to distributors for shipping and handling (since they do not meet minimum ship levels) for:

Highliner Fish	\$ 5,130.00
Tasty Brands	\$ 12,724.00
Schwan’s Food Service, Inc. (approx..)	\$ 11,855.70

Ms. Roerman moved for approval. Ms. McAdams seconded the motion.

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

All voted aye – motion carried.

**REPORT ON CHILDREN’S
INTERNET PROTECTION
ACT (CIPA) COMPLIANCE**

Mr. Borland reported that the district is in compliance with the Children’s Internet Protection Act (CIPA). He noted that this is the annual part of the eRate requirement to update the Board on the District’s compliance with all CIPA internet protocol.

Mr. Borland requested the Board approve the Superintendent or designee to sign any subsequent eRate documents with the exception of any contract with financial obligation.

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

Vote: Joey Reyes – aye, Stacey Roemerman – aye, Heather McAdams – aye, Chris McNeil – aye, Ken Kinnear – aye
All voted aye – motion carried.

**ENGINEERING
CONSULTATION SERVICES**

Mr. Isaacs recommended the Board approve the Master Agreement with Salas O’Brien for multiple engineering consultation services throughout the district in which the total design fees will not exceed \$200,000.00 from bond funds.

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

Vote: Joey Reyes – aye, Stacey Roemerman – aye, Heather McAdams – aye, Chris McNeil – aye, Ken Kinnear – aye
All voted aye – motion carried.

Mr. Isaacs recommended the Board approve the Master Agreement with Phillips + Gomez for multiple engineering consultation services throughout the district in which the total design fees will not exceed \$200,000.00 from bond funds.

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

Vote: Joey Reyes – aye, Stacey Roemerman – aye, Heather McAdams – aye, Chris McNeil – aye, Ken Kinnear – aye
All voted aye – motion carried.

Mr. Isaacs recommended the Board approve the Master Agreement with Henderson Engineers for multiple engineering consultation services throughout the district in which the total design fees will not exceed \$200,000.00 from bond funds.

Ms. Roemerman moved for approval. Mr. Reyes seconded the motion.

Vote: Joey Reyes – aye, Stacey Roemerman – aye, Heather McAdams – aye, Chris McNeil – aye, Ken Kinnear – aye
All voted aye – motion carried.

NEW BUSINESS

None.

**COMMENTS FROM THE
AUDIENCE AND BOARD
MEMBERS**

President Kinnear reminded everyone that tomorrow is an important election day encouraging everyone to get the word out and vote and help Union bring the bond into fruition for the next 5 years. Mr. Kinnear then recognized five members of the Leadership Cadre in attendance at tonight’s meeting – Erich

Anderson, Sidney Webb, Garrett Hess, Jessica Winter and Twytinna Gardner.

Dr. McNeil thanked teachers and encouraged them to continue to be iconic.

Dr. Hartzler noted that he and a few other administrators spent a great day at the capital with Rebecka Peterson, finalist for National Teacher of the Year, who was recognized by the House of Representatives and the Senate.

Ms. McAdams congratulated Erica McGhee on the all school musical noting that she did a great job and the musical was a lot of fun.

ADJOURNMENT

Dr. McNeil moved to adjourn the meeting. Ms. McAdams seconded the motion.

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

All voted aye – motion carried.

The meeting adjourned at 7:24 p.m.

Barbara Swinburne, Board Secretary

Regular Meeting
Board of Education
Union Public Schools

Minutes of the **February 13, 2023**, regular meeting were approved by a majority vote of the Union Board of Education on **March 6, 2023**.



Stacey Roemer, Clerk
Union Board of Education