

**MINUTES OF THE REGULAR MEETING  
BOARD OF EDUCATION  
UNION SCHOOL DISTRICT  
Tulsa, Oklahoma  
January 16, 2024**

**The Union Board of Education met in regular session on Tuesday, January 16, 2024, 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 2023 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 7:04 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, Mr. Joey Reyes, Mr. Ken Kinnear, 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, Deputy 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, Director of Construction Services Fred Isaacs, Director of Operations Dr. Josh Robinson, and others.

**ADOPTION OF THE AGENDA**

Ms. McAdams noted that Item C from the Information Reports will be moved to February.

Ms. Roemerman moved the Board approve the agenda as amended. Mr. Reyes seconded the motion.

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

All voted aye – motion carried.

The agenda was adopted as amended.

**CONSENT AGENDA**

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

- Minutes of the December 11, 2023, regular board meeting:

- Out of State travel requests for the following:
  - Band to Kansas City, MO – May 10-11, 2024;
  - Choir to Branson, MO – April 25-26, 2024;
  - Coach Fridrich to 2024 Nike Coaches Summit – Gainesville and Orlando, FL – Feb. 1-5, 2024;
  - Color Guard to Dayton, OH – April 10-14, 2024;
  - Color Guard to Denton, TX – March 16-17, 2024;
  - Orchestra to New Orleans, LA – April 24-27, 2024;
  - Orchestra to Branson, MO – April 18-19, 2024;
- Agreement with Perry Weather, in the amount of \$3,917.00 from bond funds, and authorize the Director of Athletics or designee to execute the agreement;
- Terms of Use Agreement with Digital Theatre, LLC/ShowTix4U, for ticketing rights for the All-School Musical, and authorize Dr. Matthew McCready, Director of Fine Arts to execute the agreement;
- Agreement with Tulsa Children's Museum, Discovery Lab, to provide a 2-hour Family Steam Night for Peters Elementary, in the amount of \$3600.00 from activity funds and Union Foundation funds and authorize the Superintendent or designee to execute the agreement;
- Book Fairs Agreement with Literati, for book fairs at Andersen Elementary, for the 2024-2025 SY, and authorize Bethany Harper, Principal of Andersen Elementary, to execute the agreement;
- Professional Development Agreement with Connected Kids for Jarman Elementary, in the amount of \$750.00 from Title 1 Professional Development funds, and authorize the Superintendent or designee to execute the agreement;
- Participating Addenda for previously approved Master Memoranda of Understanding with Tulsa Zoo, Soccer Shots Tulsa, Tippi Toes Dance Tulsa, Blanca Jahaziel Hiriart Lozoya, Hurd Family Studios, Casa de la Cultura, Costco, Humble Warrior Collective, Tulsa County OSU Extension Center, Gaining Ground, Church 3434, and Kang's Taekwondo, for Community Schools programs, and authorize the Superintendent or designee to execute the agreements;
- Master Memorandum of Understanding and Participating Addendum with Wolfe Pack Taekwondo LLC for 21st Century Community Learning Center, in the amount of \$362.25 from grant funds, and authorize the Superintendent or designee to execute the agreement;
- Master Agreement ratification with GS Helms & Associates, LLC for Architectural Services, for the 2023-2024 fiscal year;

- Settlement and Release Agreement with Fernando's Roofing LLC and Western World Insurance, and authorize the Superintendent or designee to execute the agreement.
- Payment of the state-required, annual bonus to eligible National Board Certified employees, contingent upon funding from the State of Oklahoma;
- Personnel resignations and terminations for the 2021-2022, 2022-2023 and 2023-2024 school years;
- Employment of certified and/or support staff, employment changes, and other payments for the 2023-2024 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;
- Crowdfunding donations;
- Activity fund transfer request;
- Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims, PO list #22403764 through #22404061 in the amount of \$6,747,649.03 and supplemental PO list #22404062 through #22404160 in the amount of \$329,752.20 and final authorization to issue, revise, pay and close encumbrances and claims for all purchase orders issued in FY 2023-2024 and the release of payroll encumbrances.

Mr. McNeil seconded the motion.

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

All voted aye – motion carried.

**USPA REPORT**

None.

**UCTA REPORT**

None.

**SPECIAL RECOGNITION**

Moved to February board meeting.

**HEARINGS AND  
CORRESPONDENCE**

None.

**COMMUNICATIONS**

None.

**COMMENTS FROM THE  
AUDIENCE REGARDING  
THE AGENDA**

None

**BUSINESS AGENDA**

**FIRST READING OF THE  
PROPOSED 2024-2025  
SCHOOL CALENDAR**

Dr. Hartzler presented the proposed 2024-2025 school calendar for first reading. Dr. Hartzler stated this will allow time for patrons and staff to consider the calendar. He will bring the final proposal to next month's Board meeting for consideration and approval by the Board.

**JOB ORDER CONTRACT -  
RECO CONSTRUCTION**

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

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

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

All voted aye – motion carried.

**BOARD POLICY REVISION  
#3175 - INVESTMENTS**

Dr. Williams recommended the Board approve the proposed revisions to Board Policy #3175-Investments.

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

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

All voted aye – motion carried.

**2023-2024 CHILD NUTRITION  
BUDGET REVISIONS**

Dr. Williams recommended the Board approve the 2023-2024 Child Nutrition budget revisions.

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

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

All voted aye – motion carried.

**NEW BUSINESS**

None.

**COMMENTS FROM THE  
AUDIENCE AND BOARD  
MEMBERS**

Dr. Hartzler recognized that it is National School Board Association month and extended his sincere appreciation to our Board members for their servant-minded leadership.

**EXECUTIVE SESSION**

Mr. Kinnear moved the Board adjourn to Executive Session to discuss the Superintendent's contract. 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.

The board entered into executive session at 7:31 p.m. to discuss the Superintendent's contract as authorized by Okla. Stat. tit. 25, Section 307 (B)(1). Those present in executive session were Ken Kinnear, Heather McAdams, Stacey Roemerman, Dr. Chris McNeil, and Joey Reyes, all Boardmembers; and Dr. Kirt Hartzler, Superintendent.

**RETURN TO OPEN SESSION**

Ms. McAdams acknowledged that the Board had returned to Open Session at 8:26 p.m.

**STATEMENT OF EXECUTIVE SESSION MINUTES**

Ms. McAdams stated that, during Executive Session, the Board discussed only the Superintendent's contract. Those present in Executive Session were Stacey Roemerman, Ken Kinnear, Heather McAdams, Dr. Chris McNeil and Joey Reyes, all Boardmembers; and Dr. Kirt Hartzler, Superintendent.

No decisions were made and no action was taken.

**CONTRACT AMENDMENTS**

No motions were made, and no action was taken on the Superintendent's contract.

**ADJOURNMENT**

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

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

All voted aye – motion carried.

The meeting adjourned at 8:21 p.m.

Michelle Hinkle, Board Secretary

Regular Meeting  
Board of Education  
Union Public Schools

Minutes of the **January 16, 2024**, regular meeting were approved by a majority vote of the Union Board of Education on **February 12, 2024**.



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Dr. Chris McNeil, Deputy Clerk  
Union Board of Education