

**MINUTES OF THE REGULAR MEETING
BOARD OF EDUCATION
UNION SCHOOL DISTRICT
Tulsa, Oklahoma
February 12, 2024**

The Union Board of Education met in regular session on Monday, February 12, 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 7:01 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. Ken Kinnear, Dr. Chris McNeil

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, 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

Dr. McNeil moved the Board approve the agenda as posted. Mr. Kinnear seconded the motion.

Vote: Stacey Roemerman – aye, Heather McAdams – aye, Ken Kinnear – aye, Chris McNeil – 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 January 16, 2024, regular board meeting:
- Out of State travel requests for the following:
 - Girls Soccer to Foley, Alabama – March 20-23, 2024;
 - JROTC to Ft. Chaffee, Arkansas – February 17, 2024;

- Boys Soccer to Bentonville, Arkansas – March 8-9, 2024;
- Facilities use license agreements and authorize Senior Facilities Manager Art Churchill to execute the agreements;
- Internship Memorandum of Understanding with Rogers State University for sports management students to participate in field experience internships and practicums, and authorize Director of Athletics, Emily Barkley to execute the MOU's and related student practicum forms and evaluations;
- Agreement with BOKF, NA, Tulsa, Oklahoma, to serve as registrar and paying agent on the district's \$33,000,000 Combined Purpose General Obligation Bonds of 2024 with funding from the General Fund, and authorize the Superintendent or designee to execute the agreement;
- Master Memorandum of Understanding and Participating Addendum with Tulsa Community Foundation for Community Schools, and authorize the Superintendent or designee to execute the agreement;
- Master Memorandum of Understanding and Participating Addendum with Engage Learning Oklahoma, Inc. for 21st Century Community Learning Center, in the amount of \$2062.50 from grant funds, and authorize the Superintendent or designee to execute the agreement;
- Participating Addenda for previously approved Master Memoranda of Understanding with Tippi Toes Dance and YWCA Tulsa for Community Schools, and authorize the Superintendent or designee to execute the agreement;
- Renewal of terms and conditions with Project Lead the Way, Inc. (PLTW) for STEM curriculum, in the amount of \$17,700.00 from general funds, and authorize Dr. Todd Nelson, Sr. Executive Director of Research, Design & Assessment to execute the agreement;
- Agreement with Swank Motion Pictures for a two-year license for all school sites, in the amount of \$35,500.00 from bond funds, and authorize Executive Director of Instructional Technology, Gart Morris, to execute the agreement;
- Renewal of the Software Contract and Software License Agreement with Transfinder for the district's transportation routing system, in the amount of \$26,100.00 from bond funds, and authorize the Superintendent or designee to execute the agreement;
- Subaward Funding Agreements with the State Board of Career and Technology Education for Adult Education, and authorize the Superintendent or designee to execute the agreements;

- Personnel resignations and terminations for the 2023-2024 school year;
- Employment of certified and/or support staff, employment changes, and other payments for the 2023-2024 school year;
- Monetary donations;
- Acceptance of grant award from Cox Charities/Tulsa Community Foundations;
- Annual Dropout Report for the 2022-23 school year;
- Donation of one Lenovo Tab M10 Plus to each of the following EDP sites: Andersen, Boevers, Cedar Ridge, Clark, Darnaby, Grove, Jarman, Jefferson, McAuliffe, Moore, Ochoa, Peters, Rosa Parks ECEC, Rosa Parks, and 6/7th Grade Center, from Oklahoma Department of Human Services;
- 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;
- Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims, PO list #22404062 through #22404505 in the amount of \$1,011,939.47 and supplemental PO list #22404506 through #22404615 in the amount of \$267,679.81 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.

Dr. McNeil seconded the motion.

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

All voted aye – motion carried.

USPA REPORT

None.

UCTA REPORT

UCTA President Kerri Gunter informed the Board that the UCTA Legislative Committee has been gearing up for the legislative session. There are several proposed bills that are antipublic school and are against education professionals. They are planning several trips to the capital to lobby. UCTA is also having a social event this month for all its members. They are continuing to spotlight members on their social media accounts. There are some great things going on in our classrooms.

SPECIAL RECOGNITION

Dr. Hartzler, Tammy Ward and Crystal Pounds, recognized 6th and 7th Grade staff members for coming to the aide of a colleague. Tammy Ward and Crystal Pounds stated that

they had an emergency on their campus regarding a faculty member needing life-saving support. Multiple staff members came together to provide the care that this faculty member needed. Tammy expressed how thankful she is for each and every one of them. She said, “Kudos to everyone involved for saving the life of our colleague.” Dr. McNeil also stated it is amazing to see the district go above and beyond, inside and outside the classroom, in a tragic situation, to work so beautifully together.

**HEARINGS AND
CORRESPONDENCE**

None.

COMMUNICATIONS

None.

**COMMENTS FROM THE
AUDIENCE REGARDING
THE AGENDA**

None

BUSINESS AGENDA

**FIRST READING OF THE
TWO PROPOSED 2024-2025
SCHOOL CALENDARS**

Dr. Hartzler presented two proposed 2024-2025 school calendars for first reading. The first calendar is Early Release Fridays, and the second calendar is Late Start Fridays.

Dr. Hartzler stated there will be a survey through Thought Exchange, in which parents and staff members can give their input regarding the proposed calendars. He will bring the final proposal to next month’s Board meeting for consideration and approval by the Board.

**UPDATE ON THE
DISTRICT’S 5-YEAR
STRATEGIC PLAN**

Todd Nelson presented the update for Union’s 5-year Strategic Plan. The Strategic Plan Objectives, Measures and Timeline document will be posted on the district website.

**BOARD POLICY REVISIONS
#5500-STUDENT TRANSFER
AND #5505-CREDIT BY EXAM
(CBE) AND PROFICIENCY –
BASED PROMOTION**

Todd Nelson recommended the Board approve the proposed revisions to Board Policies #5500-Student Transfer and #5505-Credit By Exam (CBE) and Proficiency-Based Promotion. Ms. Roemerman moved for approval. Mr. Kinnear seconded the motion.

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

All voted aye – motion carried.

**EARLY RETIREMENT
INCENTIVE (ERI)
PROGRAMS
PARTICIPATION LIST**

Jay Loegering recommended the Board approve the changes to the 2023-2024 Early Retirement Incentive (ERI) programs participation list.

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

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

All voted aye – motion carried.

**COMMODITY PROCESSING
BIDS FOR THE 2024-2025
FISCAL YEAR**

Bradyn Powell recommended the Board accept the commodity processing bids for the 2024-2025 fiscal year.

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

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

All voted aye – motion carried.

**BLANKET PURCHASE
ORDER TO MCCAIN FOODS
USA INC.**

Bradyn Powell recommended the Board accept the blanket purchase order for additional potato products from McCain Foods USA Inc., in the amount of \$220,000.00 from Child Nutrition funds.

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

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

All voted aye – motion carried.

**BARRACUDA SENTINEL &
FORENSICS - DIRSEC, INC.**

Todd Borland recommended the Board accept the purchase of Barracuda Sentinel and Forensics accessories from DirSec Inc., in the amount of \$184,900.00 from bond funds.

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

motion.

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

All voted aye – motion carried.

**INTERNET PROTOCOL IN
COMPLIANCE WITH THE
CHILD INTERNET
PROTECTION ACT (CIPA)**

Mr. Borland reported that the district is in compliance with the Child 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 obligations. Dr. McNeil moved for approval. Mr. Kinnear seconded the motion.

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

All voted aye – motion carried.

AMAX SIGN COMPANY

Fred Isaacs recommended the board approve the purchase and installation of a video display system, two fixed LED scoreboards, and two shot clocks for the UMAC Arena from AMAX Sign Company, in the amount of \$423,013.00 from bond funds.

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

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

All voted aye – motion carried.

THE WATTS COMPANY

Fred Isaacs recommended the board approve the bid for the High School Nurse's Office Renovation and award the contract to The Watts Company, in the amount of \$197,711.00 from bond funds.

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

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

All voted aye – motion carried.

**RESOLUTION PERTAINING
TO THE DISTRICT'S
\$33,000,000 COMBINED
PURPOSE GENERAL
OBLIGATION BONDS
OF 2024**

Dr. Williams recommended the board approve the resolution pertaining to the district's \$33,000,000 Combined Purpose General Obligation Bonds of 2024; including fixing the amount of bonds to mature each year; fixing the time and place the bonds are to be sold; approving the preliminary official statement and authorizing distribution of same; authorizing the clerk to give notice of said sale as required by law; and approving other matters related to the issuance of bonds. Mr. Kinnear moved for approval. Dr. McNeil seconded the motion.

Vote: 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**

None.

EXECUTIVE SESSION

Mr. Kinnear moved the Board adjourn to Executive Session to discuss evaluations and stipends for the Superintendent, Deputy Superintendent and Chief Financial Officer.

Dr. McNeil seconded the motion.

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

All voted aye – motion carried.

The board entered into executive session at 7:38 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 and Dr. Chris McNeil, all Boardmembers; and Dr. Kirt Hartzler,

Superintendent, John Federline, Deputy Superintendent, and Dr. Trish Williams, Chief Financial Officer.

RETURN TO OPEN SESSION

Ms. McAdams acknowledged that the Board had returned to Open Session at 8:39 p.m.

STATEMENT OF EXECUTIVE SESSION MINUTES

Dr. McNeil stated that, during Executive Session, the Board discussed only the evaluations and stipends for the Superintendent, Deputy Superintendent and Chief Financial Officer. Those present in Executive Session were Stacey Roerman, Ken Kinnear, Heather McAdams, and Dr. Chris McNeil, all Boardmembers; and Dr. Kirt Hartzler, Superintendent, John Federline, Deputy Superintendent, and Dr. Trish Williams, Chief Financial Officer.

No decisions were made and no action was taken.

CFO MERIT STIPEND

Ms. Roerman moved that the Board approve a merit stipend not to exceed 7% of base salary per contract to the Chief Financial Officer, Dr. Trish Williams. Dr. McNeil seconded the motion.

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

All voted aye – motion carried.

SUPERINTENDENT MERIT STIPEND

Ms. Roerman moved that the Board approve a merit stipend not to exceed 7% of base salary per contract to the Superintendent, Dr. Kirt Hartzler. Dr. McNeil seconded the motion.

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

All voted aye – motion carried.

DEPUTY SUPERINTENDENT MERIT STIPEND

Ms. Roerman moved that the Board approve a merit stipend not to exceed 7% of base salary per contract to the Deputy Superintendent, Mr. John Federline. Dr. McNeil seconded the motion.

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

All voted aye – motion carried.

ADJOURNMENT

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

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

All voted aye – motion carried.

The meeting adjourned at 8:41 p.m.

Michelle Hinkle, Board Secretary

Regular Meeting
Board of Education
Union Public Schools

Minutes of the **February 12, 2024**, regular meeting were approved by a majority vote of the Union Board of Education on **March 11, 2024**.



Joey Reyes, Clerk
Union Board of Education