

BOARD MEMORANDUM

DATE: 6/6/2024
TO: BOARD OF EDUCATION
FROM: DAVID REID
RE: WEEKLY MEMO

Reminder: The Next Regular Board Meeting will be Monday, June 10th at the Central Office @ 6 PM.

General Update

This was another week where our site principals were preparing buildings for summer while trying to fill vacancies they currently have for next year's staff. Filling the vacancies is always a balancing act because sometimes you fill your spots only to hear of someone else who has decided to move on to another position or oftentimes another profession.

FY 23-24 end of the year reports are being completed now. Kevin and the financial office are working to close out all PO's and prepare the budget for FY 24-25.

Additional training for various subject matters has been ongoing through the Curriculum office.

The central office and a few principals from throughout the district will be attending the CCOSA Leadership Conference next week. Jon Gordon will be the lead speaker on Thursday and Todd Whitaker will be the lead speaker on Friday.

We will have our closeout district administrator meeting with all site principals and assistant principals next Tuesday.

Construction Updates

GME – The piers down the middle of where the pad will sit have been completed, but the rain has prevented the rest of the pier work from moving forward. They are hopeful to have the water line relocation completed by the end of the day or at least by Friday. They are also hopeful to restart pier drilling tomorrow provided the land has sufficiently been able to dry enough for the process to take place.

CHS – Sheetrocking has begun inside the main building. Work has also begun to reroute the drainage around the new band wing to protect the new foundation.

Softball/Baseball – Painting has been going on inside softball. Baseball has sheetrock being finalized. Windows have been installed on both sites. AC units are being installed at both sites as well.

Indoor Multipurpose Facility – Same as last week.....now waiting on approval of final retaining wall specs and approval from the city.

CE – THE GMP for this project is \$3,871,080.58 This is over the amount originally assigned to the project by \$546,080.58. The increase has to do with storm drain and sewage not meeting code and having to be redirected a great distance with a larger pipe. Kevin will be able to cover the increased cost through interest collected through the revenue lease and money saved on the concession stand/restroom renovation at Jensen Field. Since this is a safety issue (tornado safe room) as well as a need for an expanded cafeteria, I feel this is a necessary increase we need to invest in at CE.

CNP West – We are still working to secure sewage for the location before beginning the project.

Agenda Items

4.C. Students in drama program will be recognized for spring competition results

- 4.D. Employee recognitions – we have this space available in case any of our retiring teachers show up for their plaque.
- 4.E. There are two parents who work designing sets for the drama program. They took two old trophy cases from the McCharen Center and renovated them for the fine arts building which saved thousands in supplies and labor costs. The finished product is so amazing it is almost impossible to believe they were the same bone structure.
- 5.D. This is an agreement that allows us to use County Commissioners to do work (example the LWE parent pick up lane and additional parking) at only the cost of materials.
- 5.E. This is a quarterly requirement. The current numbers rolled over for the 2024-25 school year are in your packet.
- 5.F. Similar to our CNP Policy Manual, this document is a living document and will need revisions as laws change, but it was recently approved by CLEET. This document was provided to board members in an earlier memorandum.
- 5.G. This allows OSSBA to analyze and make recommendations to our current policy book.
- 5.H. This is the guaranteed maximum price (GMP) from QUAD construction for the renovation of restrooms on the home side of Jensen Filed as well as the new concession stand. It fits within the assigned budget.
- 5.I. This is the GMP for the saferoom/cafeteria expansion at CE.
- 6.C. Beckman Company has been our insurance agent for years. They have to be approved annually.
- 6.D. This approves Oklahoma Schools Insurance Group as our insurance provider for 2024-25.
- 6.E. This is the quote for our property and casualty insurance premium for FY 2024-25.
- 6.F. Oklahoma School Assurance Group provides our annual workman's comp coverage. This is the quote for FY 2024-25.
- 6.G. This is software which allows teachers to monitor student Chromebooks from their own computer.
- 6.H. Veeam software is server backup and replication services. This provides back up to the system in the event of crashes.
- 6.I. This is the annual renewal of the help desk software. It allows teachers to create a ticket with district computer techs to share issues and get a waiting number.
- 6.J. The annual Microsoft volume license for windows and office suite.
- 6.K. This is the annual renewal of software used for firewalls.
- 6.L. This is the annual renewal of software required for network warrant and licensing.
- 6.M. This is the annual requirement for Adobe Cloud Suite for the district.
- 6.N. This is the software used by the EDGE program that provides the curriculum.
- 6.O. Ninite is a 3rd party management and patching software. It allows the techs to remotely patch in and fix programs that were not originally installed in windows.
- 6.P. This is the annual renewal of the software license used in our Library/Media Centers.
- 6.Q. This is a software renewal platform allowing students to have one log on to access all required textbooks and supporting materials.
- 6.R. This is antivirus software renewal.
- 6.S. This is the annual renewal of the lease to the City of Choctaw for the land where the water tower sits.
- 6.T. This is the annual renewal of our accounting and personnel tracking software.
- 6.U. Annually the district is required to approve the district purchasing agent, payroll clerk, and activity fund clerk.
- 6.V. Annually the board has to name the district treasurer and the assistant treasurer.
- 6.W. This approves OSSBA to work any unemployment claims submitted against the district.
- 6.X. This continues to pay off the revenue lease the district opted into when the conversion to LED lighting across the district was made.
- 6.Y. This is a new five-year contract to supply snacks to district vending machines. An RFP was conducted through the business office and bids were analyzed. Imperial Vending was the lowest bidder.
- 6.Z. This is a new five-year contract for soft drinks to the district. An RFP was conducted through the business office and bids were analyzed. Coca Cola was the lowest bidder.
- 8.B. This is a partnership that provides free service for all CNP families. It also provides free training for staff.
- 8.C. This is the information we use when we do family nights. They tackle difficult topics and serve as resources for parents dealing with various topics.
- 9.B. Weeding logs are simply logs of excess books and equipment being discarded.