

**MINUTES OF THE REGULAR MEETING  
BOARD OF EDUCATION  
UNION SCHOOL DISTRICT  
Tulsa, Oklahoma  
September 12, 2022**

**The Union Board of Education met in regular session on Monday, September 12, 2022, 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 2021 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, Assistant Superintendent Sandi Calvin, Assistant Superintendent John Federline, Chief Communications Officer Chris Payne, Senior Executive Director of Research-Design-Assessment Todd Nelson, Executive Director of Elementary Education Theresa Kiger, Executive Director of Secondary Education Dr. Kenneth Moore, Executive Director of Human Resources Jay Loegering, Executive Director of Instructional Technology Gart Morris, Director of Construction Fred Isaacs, and others.
- ADOPTION OF THE AGENDA** Ms. Roerman moved the Board approve the agenda as posted. Mr. Reyes 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 August 8, 2022 regular Board meeting and Minutes of the August 15, 2022 special Board meeting.
  - Out of State travel requests for the following:

- Renegade Regiment to Indianapolis, IN – Oct. 21-23, 2022;
- Highsteppers to Kilgore, TX – Oct. 14-15, 2022;
- Varsity Basketball to Pensacola, FL – Mar. 12-17, 2023;
- Facilities use license agreements and authorize Senior Facilities Manager Art Churchill to execute the agreements;
- Amended Advertising Agreement with TTCU Federal Credit Union, previously approved at the August 8, 2022 Board meeting, and authorize the Superintendent or designee to execute the amended agreement;
- Internship agreement with Northeastern State University to allow Morgan Wilson, to serve as an intern and shadow the Union girls soccer program, and authorize Emily Barkley, Athletic Director to execute the agreement;
- Field Placement Agreement with Missouri State University to allow Braden Beasley to serve as an intern and shadow the athletic directors, and authorize Emily Barkley, Athletic Director to execute the agreement;
- Athletic participation agreements with Shawnee Athletics for boys and girls basketball, and authorize Emily Barkley, Athletic Director to execute the agreements;
- Athletic participation agreement with Tulsa Public Schools for boys basketball, and authorize Emily Barkley, Athletic Director to execute the agreement;
- Memorandum of Understanding with the Department of Career & Technology Education for professional development opportunities for Union Adult Education and Family Literacy staff, and authorize the Director of Adult Education & Family Literacy, Dr. Amy McCready, to execute the agreement;
- Memorandum of Understanding with Oklahoma Public Schools, Jay Public Schools, and Tahlequah Public Schools to form an Inter-Local Agency Agreement to apply to the United States Department of Education for a \$15 million-dollar, five year, Full-Service Community Schools (FSCS) Multi-Local Education Agency Grant, and authorize the Superintendent to execute the agreement;
- Program agreement with Reading Partners to provide reading tutors to students at five elementary sites, in the amount of \$45,000.00 from RSA funds, and authorize the Superintendent or designee to execute the agreement;
- Memorandum of Understanding with the City of Tulsa for the Personal Responsibility Education Program at the Union HS Freshman Academy, and authorize the Superintendent or designee to execute the agreement;
- Renewal of PACT license agreement with Home Builders Institute (HBI) for the construction class at the Union

Freshman Academy, in the amount of \$2,000.00 from grant 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 special education staff, in the total amount of \$825.00 from general funds, and authorize Lindsay Smith, Director of Special Services to execute the agreement;
- Amended Practicum Program agreement with Oklahoma State University, previously approved at the August 8, 2022 Board meeting, amending the budget from \$132,484 to \$138,038.00 and authorize the Superintendent or designee to execute the amended agreement;
- Bid solicitation and agreement with Stepping Stones Group to provide Speech Language Pathologist(s), in an amount not to exceed \$80,000.00 from ARP IDEA funds, and authorize the Superintendent or designee to execute the agreement;
- Master Services Agreement with Navigate 360 for social and emotional learning curriculum at all Union elementary sites, in the amount of \$13,029.51 from ARP ESSER funds, and authorize the Superintendent or designee to execute the agreement;
- Master Memoranda of Understanding and Participating Addenda for previously approved Master Memoranda of Understanding with Flintco, LLC, Family Caregiver Assistance, Austin Jones Insurance Agency, LLC, Cannon Family Dentistry, Children's Dental Health Center, GS Helms & Associates and KKT Architects, Inc., and amended Participating Addendum with Aspen Health & Rehabd, for the Career Connect Program, and authorize the Superintendent or designee to execute the agreements;
- Master Memorandum of Understanding and Participating Addendum with Debra Cox for the PAWS for reading program at McAuliffe Elementary, and authorize the Superintendent or designee to execute the agreements;
- Master Memoranda of Understanding and Participating Addenda for previously approved Master Memoranda of Understanding with Anthem Road Academy, Tulsa Symphony Orchestra, Inc., Spot 31, Inc., The bART Center for Music, Tulsa Changemakers, Tippi Toes, Tulsa Academy of Coding & Technology, Tulsa Zoo, Fab Lab, Arts & Humanities Counsel of Tulsa, Tulsa County OSU Extension Center, Child Evangelism Fellowship, Hurd Family Studio, and Loveworks Leadership Inc., for Community Schools Programs, and authorize the Superintendent or designee to execute the agreements;

- Approval of members of the Gifted Local Advisory Committee (GLAC) for the 2022-2023 school year;
- Renewal of Agreement with Getty Images for online access to high-quality clipart, photographic images and audio/music clips, in the amount of \$4,400.00 from general funds, and authorize the Superintendent or designee to sign the agreement;
- Purchase of a 24 month subscription with SecureDocs Inc., for a digital signature package, in the amount of \$9,600.00 from bond funds, and authorize the Superintendent or designee to execute the agreement;
- General Staffing Agreement with Tulsa's Green Country Staffing to provide assistance finding staff for hard to fill positions in custodial and food services areas, in the amount of \$10,000.00 from building/child nutrition funds, and authorize Jay Loegering, Executive Director of Human Resources to execute the associated agreement and to make payment pursuant to Board authorization;
- Memorandum of Understanding with University of Oklahoma for student teachers, and authorize the Superintendent or designee to execute the agreement;
- Memorandum of Understanding with Oklahoma State University for student teachers, and authorize the Superintendent or designee to execute the agreement;
- Agreement with Segue for the Employee Assistance Program, effective January 1, 2023, and authorize the Executive Director of Human Resources to sign the agreement and initiate payments under the agreement;
- Renewal of the agreement with National Benefit Services (NBS), 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;
- Renewal of the BenefitCloud Master Subscription agreement beginning January 1, 2023, and authorize the Executive Director of Human Resources to sign the Agreement and to initiate payments under the Agreement;
- Renewal of the two Community Care of Oklahoma (CCOK) HMO, Inc. retiree/Medicare Supplement HMO health plans for January 1, 2023 to December 31, 2023, and authorize the Executive Director of Human Resources to sign the agreement and forward payments due under the agreement;
- Memorandum of Understanding with UCTA to add one assistant swim coach;

- Memorandum of Understanding with USPA to increase the hourly rate by \$2.00/hour for bus drivers, transportation leads, and mechanics;
- Personnel resignations and terminations for the 2021-2022 and 2022-2023 school years;
- Employment of certified and/or support staff, employment changes, and other payments for the 2021-2022 and 2022-2023 school years;
- Donation and installation of trees from Up With Trees for Roy Clark Elementary;
- Declaration of equipment as surplus and authorize disposal of same through donation, Natural Evolution, Inc., or surplus auction;
- Deduct Change Amendment No. 1 with PDG. LLC, d.b.a. Heckenkemper Golf Course Design, in the amount of (\$19,111.50) for the Golf Facility and Practice Area, and authorize the Superintendent or designee to execute the agreement;
- Agreement with School Spirit Vending (d.b.a. MAGC Enterprises) for a sicker vending machine at Andersen Elementary, and authorize the Superintendent or designee to execute the agreement;
- Book Fair Agreement with Literati for book fairs at Andersen Elementary for the 2022-2023 SY, and authorize Bethany Harper, principal of Andersen Elementary to execute the agreement;
- Approval of the additional award for a variety of beans and associated blanket PO for Child Nutrition;
- Monetary donations;
- School Activity Sub-account transfer requests;
- Resolution authorizing the CFO/Director of Treasury and Financial Reporting/Director of Accounting to issue, transfer and purchase non-payable warrants and/or investments as necessary to pay the District's current obligations, including payroll, on a timely basis and to purchase said warrants as investments from other District funds and investments;
- Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims, PO list #22301436 through #22302129 in the amount of \$3,576,278.54, and supplemental PO list #22302130 through #22302196 in the amount of \$64,454.08 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 school year is off to a great start, teachers appreciate being able to access the buildings on the weekends. UCTA is working with the OEA to activate our members for the upcoming election.

**HEARINGS AND  
CORRESPONDENCE**

None.

**COMMUNICATIONS**

None.

**COMMENTS FROM THE  
AUDIENCE REGARDING  
THE AGENDA**

None

**BUSINESS AGENDA**

**SOFTWARE RENEWAL**

Amy Smith, Director of English Learners Program recommended the Board approve the two-year renewal of the Ellevation software subscription and the Strategies feature of the Ellevation software subscription for EL Educators and English Learners in the total amount of \$226,740.15 from bond funds.

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

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

All voted aye – motion carried.

**COLLEGE REMEDIATION  
RATES**

Dr. Moore presented to the Board the Remediation Report from the Oklahoma State Regents for Higher Education.

**2022-2023 PROFESSIONAL  
DEVELOPMENT BUDGET  
AND PLAN**

Chasity Gray, Director of Professional Learning, recommended the Board approve the 2022-2023 Professional Development Plan and Budget.

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.

## **GIFTED EDUCATIONAL PLAN REVISIONS**

Dr. Nelson recommended the Board approve the revisions to the Union Public Schools Gifted Educational Plan and Program Monitoring document.

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.

## **UNION PPO EMPLOYEES CLINIC SERVICES**

Mr. Loegering recommended the Board approve the renewal agreement with CareATC to provide national shared site clinic services to Union PPO employees beginning January 1, 2023.

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.

## **INSURANCE MANAGEMENT SERVICES**

Mr. Loegering recommended the Board approve an insurance agreement with Rooney Insurance Agency, beginning January 1, 2023, and authorize the Executive Director of Human Resources to execute the agreement and authorize payments pursuant to this Agreement.

Ms. McAdams 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

## **EMPLOYEE HEALTH PLAN**

Mr. Loegering recommended the Board approve the administrative services agreement with United Health Care (UMR) to become the health plan third party administrator, approval of the monthly premium rates for employee/retiree, Board members, and COBRA participants for the District's self-insured PPO Medical Indemnity Plans and to approve the

plans, plan changes, other coverages, and administrative services, including all associated agreements/contracts, effective January 1, 2023 and authorize the Executive Director of Human Resources, to sign the associated contracts and authorize the issuance of P.O.'s and payment thereof.

Ms. Roerman 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.

### **6/7th GRADE CENTER RENOVATION PROJECT**

Mr. Isaacs recommended the Board approve an agreement with KSQ Design for achitechtural design services to the 6/7th Grade Center Renovation project, in the amount of \$459,000.00 from bond funds.

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

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

All voted aye – motion carried.

### **ESTIMATE OF NEEDS**

Dr. Williams recommended the Board approve the Estimate of Needs document for the 2022-2023 fiscal year and authorize the Board president to sign the final document.

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.

### **OPERATIONAL BUDGETS**

Dr. Williams recommended the Board approve the General, Building, and Child Nutrition Fund operational budgets for the 2022-2023 fiscal year as outlined on the Statements of Revenues, Expenditures, and Fund Balances.

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

Vote: Joey Reyes – aye, Stacey Roerman – 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**

Dr. Hartzler stated that we were off to a great start thanks to the certified and support personnel. He noted that it was nice to be back to some normalcy and hoped that we can continue to do that.

Ms. Roerman recognized Emily Barkley, Athletic Director and her staff and Mr. Bushyhead and his staff for a great event Friday night.

**ADJOURNMENT**

Ms. Roerman moved to adjourn the meeting. 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 meeting adjourned at 8:04 p.m.

Jamie Ward, Senior Executive Assistant

Regular Meeting  
Board of Education  
Union Public Schools

Minutes of the **September 12, 2022**, regular meeting were approved by a majority vote of the Union Board of Education on **October 10, 2022**.

A handwritten signature in blue ink, appearing to read "Stacey Roemerman", is written over a horizontal line.

Stacey Roemerman, Clerk  
Union Board of Education