

**MINUTES OF THE REGULAR MEETING  
BOARD OF EDUCATION  
UNION SCHOOL DISTRICT  
Tulsa, Oklahoma  
October 9, 2023**

**The Union Board of Education met in regular session on Monday, October 9, 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 7:05 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

**MEMBERS ABSENT**

Dr. Chris McNeil

**OTHERS PRESENT**

Superintendent Dr. Kirt Hartzler, Chief Financial Officer Dr. Trish Williams; Associate Superintendent Charlie Bushyhead, Deputy Superintendent John Federline, Chief Communications Officer Chris Payne, Assistant Superintendent Sandi Calvin, Executive Director of Human Resources Jay Loegering, Senior Executive Director of Research-Design-Assessment Dr. Todd Nelson, Executive Director of Elementary Education Theresa Kiger, Executive Director of Instructional Technology Gart Morris, Director of Operations Dr. Josh Robinson, Director of Construction Services Fred Isaacs, and others.

**ADOPTION OF THE AGENDA**

Ms. McAdams noted that Business Agenda item C. School Operations, #1 had three RQ numbers listed incorrectly. The correct numbers are:

- Frontier Produce – Grove - #12403345
- Frontier Produce – McAuliffe - #12403349
- Frontier Produce – Rosa Parks - #12403352

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

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

All voted aye – motion carried.

The agenda was adopted as amended.

## CONSENT AGENDA

Ms. Roemerma moved for approval of items on the consent agenda as follows:

- Minutes of the September 11, 2023 regular board meeting;
- Out of state travel requests for:
  - Girls Wrestling to Cleveland, OH – Dec. 8-11, 2023
  - Girls Wrestling to Kansas City, MO – Dec. 14-16, 2023
  - POM to Orlando, FL – Feb. 8-13, 2024
  - Varsity Baseball to Bentonville, AR – Apr. 12, 2024
  - Varsity Cheer to Dallas, TX – Jan 19-21, 2024;
  - Highsteppers to Fort Worth, TX – Feb. 16-18, 2024
  - Highsteppers to Orlando, FL – Feb. 29-Mar. 5, 2024
  - Varsity Baseball to Pensacola, FL – Mar. 17-22, 2024
  - Cross Country to Fayetteville, AR – Sept. 29-30, 2023 (amended)
  - Girls Basketball to Dallas, TX – Nov. 30-Dec.2, 2023
  - Girls Basketball to Fayetteville, AR – Sept. 29-30, 2023
  - Girls Wrestling to Columbia, MS – Dec. 29-30, 2023
  - Girls Wrestling to Bentonville, AR – Dec. 5, 2023
  - Girls Wrestling to Searcy AR – Jan. 12, 2024
- Agreement with Agile Sports Technologies, dba Hudl for Union Athletics, and authorize the Director of Athletics to execute the agreement;
- Memorandum of Understanding with Tulsa Technology Center for students earning high school credit for courses taken through Tulsa Tech, and authorize the Superintendent or designee to execute the agreement;
- Agreement with SmartPass Inc., for digital hall pass monitoring software, in the amount of \$20,083.90 from bond funds, and authorize the Executive Director of Instructional Technology, Gart Morris, to execute the agreement;
- Contract for Services with A New Leaf, Inc., in the amount of \$11,610.00 from general funds, and authorize the Director of Special Services, Lindsay Smith, as the Union School District Representative to execute the agreement;
- Master Memoranda of Understanding and Participating Addenda with Mayo ABC LLC, Catholic Charities of Eastern Oklahoma, Native Ink LLC, Little Bellies Pregnancy Spa, Nicky Lee at State Farm Insurance, Pink Creek Boutique, The Little Light House, Austin Jones Insurance Agency, and Oklahoma State University Medical Trust for the Career Connect Program, and authorize the Superintendent or designee to execute the agreement;
- Participating Addendum for previously approved Master Memorandum of Understanding with Church 3434 for a

- Community Schools program, and authorize the Superintendent or designee to execute the agreement;
- Approval of members of the Gifted Local Advisory Committee (GLAC) for the 2023-2024 school year;
  - Agreement with Imperial Vending for snack vending machines across the District, and authorize the Superintendent or designee to execute the agreement;
  - Fifth renewal and amendment agreement with the City of Tulsa for the Vision 2025 project "Teach. Live. T-Town." and authorize the Superintendent or designee to execute the agreement;
  - Revisions to Provisional Pay Table;
  - Memorandum of Understanding with USPA amending the reimbursement for unused sick leave;
  - Personnel resignations and terminations of certified and support staff for the 2021-2022, 2022 – 2023, 2023 – 2024, school years;
  - Employment of certified and/or support staff, employment changes, and other payments for the 2021-2022 and 2023 – 2024 school years;
  - Monetary donations;
  - Crowdfunding 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 for:
    - Football
    - Tennis
    - Varsity Cheer
    - Drama
  - New activity fund subaccount;
  - Software license and support agreement with Integrated Register Systems, d.b.a. InTouch Receipting, for receipting and online payments, in the amount of \$17,640.00 and authorize the Superintendent or designee to execute the agreement;
  - Approval of district financial statements and approval to issue, revise, pay, and close encumbrances and claims, PO list #22402160 through #22402768 in the amount of \$2,642,156.61, supplemental PO list #22402758 through #22402854 in the amount of \$327,310.43 and the release of payroll encumbrances.

Mr. Reyes seconded the motion.

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

All voted aye – motion carried.

**USPA REPORT**

None

**UCTA REPORT**

UCTA President Kerri Gunter reported UCTA will be at 5 sites this month, to help with the switch from payroll deduct to auto pay, for membership dues. UCTA has started a member's spotlight recognition where members can nominate other members on their website for doing good things.

**HEARINGS AND  
CORRESPONDENCE**

None.

**COMMUNICATIONS**

None.

**COMMENTS FROM THE  
AUDIENCE REGARDING  
THE AGENDA**

None

**PUBLIC HEARING ON  
FINANCIAL MATTERS**

None

**BUSINESS AGENDA**

**CAPACITY LEVELS FOR  
OPEN TRANSFER**

Dr. Nelson recommended the Board approve the capacity levels and the calculated open transfer capacity amounts.

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

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

All voted aye – motion carried.

**BENEFITS STOP LOSS**

Mr. Loegering recommended the Board approve stop loss program for the District's self-insured Medical Plans, including all associated agreements/contracts, effective January 1, 2024, and authorize the Executive Director of Human Resources to sign the associated contracts and issue purchase orders and payment thereof.

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

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

All voted aye – motion carried.

**AGREEMENT WITH  
POWERSCHOOL**

Mr. Loegering recommended the Board approve an agreement with PowerSchool for a Master Service Agreement for software license(s) subscriptions to support the teacher and principal evaluation system and the District's online

employment application system, in the amount of \$124,224.18 from bond funds and authorize the Executive Director of Human Resources to sign the agreements and initiate payment under these agreements.

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

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

All voted aye – motion carried.

## **CHILD NUTRITION PURCHASES**

Mr. Bushyhead recommended the Board approve additional blanket purchase orders to Frontier Produce in the total amount of \$509,897.92 from the Fresh Fruit and Vegetable Grant and additional purchase orders to Highland Dairy in the amount of \$350,866.72 from the Supply Chain Assistance Funds.

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

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

All voted aye – motion carried.

## **GROVE ELEMENTARY PLAYGROUND IMPROVEMENTS**

Dr. Robinson recommended the Board accept the bid for the Grove Elementary Playground Improvements project and award the contract to Magnum Construction, as the Construction Manager at Risk, in the Guaranteed Maximum Price of \$352,446.00 from bond funds.

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

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

All voted aye – motion carried.

## **VISUAL INSPECTION FEE**

Dr. Williams recommended the Board approve payment to the County of Tulsa, Office of the County Assessor, for the annual visual inspection fee in the total amount of \$226,601.50 from the 2023-2024 general fund.

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

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

All voted aye – motion carried.

**CALL FOR BOARD  
MEMBER ELECTION**

Dr. Williams recommended the Board approve the Resolution calling for the Board member election for District #4 on April 2, 2024, and to authorize publication and posting of the legal notices and news release and take all other action required by law concerning the Board member election and assessment of legally required mill levies.

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

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

All voted aye – motion carried.

**NEW BUSINESS**

None.

**COMMENTS FROM THE  
AUDIENCE AND BOARD  
MEMBERS**

None

**ADJOURNMENT**

Mr. Kinnear moved to adjourn the meeting. Mr. Reyes seconded the motion.

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

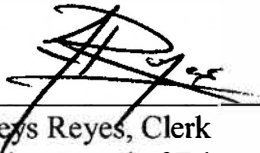
All voted aye – motion carried.

The meeting adjourned at 7:18 p.m.

Barbara Swinburne, Board Secretary

Regular Meeting  
Board of Education  
Union Public Schools

Minutes of the **October 9, 2023** regular meeting were approved by a majority vote of the Union Board of Education on **November 13, 2023**.



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Joelys Reyes, Clerk  
Union Board of Education