

MILL CREEK SCHOOL BOARD OF EDUCATION

REGULAR BOARD MEETING

Mill Creek Board of Education
July 15, 2024
4:00 p.m.
Superintendent's Office
Mill Creek High School
602 South Chickasaw Avenue
Mill Creek, Oklahoma 74856

CALL TO ORDER: Kathy Castleberry, president, called the meeting to order at 4:01 p.m.

ROLL CALL: Members present were: Aaron Vestal, Kathy Castleberry, Kalob Albertson; Superintendent Lorinda Chancellor and board minute clerk Rhonda Aduddell; Trent Maness was absent. Craig Hughes arrived at 4:07 p.m.

PRAYER: Kalob Albertson opened the meeting with prayer.

PROOF OF NOTICE POSTING: The board approved the posting of the agenda. Motion by Aaron Vestal and seconded by Kalob Albertson. Those in favor: Kalob Albertson, Aaron Vestal and Kathy Castleberry.

APPROVAL OF AGENDA: The board approved the agenda. Motion by Aaron Vestal and seconded by Kalob Albertson. Those in favor: Kalob Albertson, Aaron Vestal and Kathy Castleberry.

MINUTES: The board voted to approve the minutes from the June 28, 2024, meeting. Motion by Aaron Vestal and seconded by Kalob Albertson. Those in favor: Kalob Albertson, Aaron Vestal and Kathy Castleberry.

FINANCIAL

ACTIVITY FUND: The board voted to approve the activity fund receipts and warrants for the month. Motion by Aaron Vestal and seconded by Kalob Albertson. Those in favor: Kalob Albertson, Aaron Vestal and Kathy Castleberry.

ENCUMBRANCES: The board voted to approve the following encumbrances:

General Fund: #1 - #87

Building Fund: #1 - #17, #301 - #302

Bond Fund: None

Sinking Fund: None

WARRANTS:

General Fund Vendors: #1 - #32, totaling \$112,507.08

General Fund Payroll: #33 - #58, totaling \$36,688.84

Building Fund Vendors: #1 - #4, totaling \$128,519.31

Bond Fund Vendors: None

Sinking Fund Vendors: None

Motion by Aaron Vestal and seconded by Kalob Albertson. Those in favor: Kalob Albertson, Aaron Vestal and Kathy Castleberry.

HANDBOOKS: The board reviewed and voted to approve the Student Handbooks for the 2024 - 2025 school year with the revisions suggested by superintendent. Motion by Aaron Vestal and seconded by Kalob Albertson. Those in favor: Kalob Albertson, Aaron Vestal, Craig Hughes and Kathy Castleberry.

DRUG TESTING POLICY: The board voted to approve the contract with Simply Safe of Tishomingo for the student and bus driver drug testing for the school year 2024 - 2025. Motion by Kalob Albertson and seconded by Aaron Vestal. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

BALANCE TRANSFERS: The board voted to approve the transference of balances between Activity Fund sub-accounts, ie: 5th Grade to 6th Grade, 6th Grade to 7th Grade, 7th Grade to 8th Grade, 8th Grade to Freshmen, Freshmen to Sophomores, Sophomores to Juniors, Juniors to Seniors, Seniors to Athletics, Miscellaneous to appropriate sub-accounts. Motion by Craig Hughes and seconded by Aaron Vestal. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

FINANCIAL STATEMENT: The board reviewed and voted to approve the Financial Statement showing true fiscal condition as of June 30, 2024. Motion by Craig Hughes and seconded by Aaron Vestal. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

PROCUREMENT PLAN: The board reviewed and voted to approve the Procurement Plan for the 2024 - 2025 school year. Motion by Aaron Vestal and seconded by Craig Hughes. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

RENEWAL: The board voted to approve the membership renewal for OROS (\$600) for the 2024 - 2025 school year. Motion by Kalob Albertson and seconded by Craig Hughes. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

LUNCH/BREAKFAST: The board voted to approve serving USDA-approved meals for breakfast and lunch for the 2024 - 2025 school year. They approved us to be a non-pricing school and all students will receive free meals. Motion by Craig Hughes and seconded by Kalob Albertson. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

INSURANCE/FLEX: The board voted to approve insurance fringe benefits/flex for superintendent, teachers and support staff. Motion by Craig Hughes and seconded by Kalob Albertson. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

ENCUMBRANCE CLERK: The board voted to approve Rhonda Aduddell as encumbrance clerk. Motion by Craig Hughes and seconded by Aaron Vestal. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

RECEIVING AGENT: The board voted to approve Rhonda Aduddell as receiving agent. Motion by Aaron Vestal and seconded by Craig Hughes. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

ATTENDANCE REGISTER KEEPER: The board voted to approve Willie Kirkpatrick as attendance register keeper. Motion by Kalob Albertson and seconded by Craig Hughes. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

TITLE I ADMINISTRATOR: The board voted to approve Lorinda Chancellor as Title I Administrator. Motion by Craig Hughes and seconded by Kalob Albertson. Those in favor: Trent Maness, Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

TRANSPORTATION DIRECTOR: The board voted to approve William Kiddie as transportation director. Motion by Kalob Albertson and seconded by Craig Hughes. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

PURCHASING AGENT: The board voted to approve Lorinda Chancellor as purchasing agent for the Mill Creek Independent School District, authorized representative for all federal programs including E-Rate and child nutrition and designated custodian for the general fund, building fund, child nutrition fund, bond fund, sinking fund, activity fund, all state programs and all other school programs and activities not listed for the 2024 - 2025 school year. Motion by Aaron Vestal and seconded by Craig Hughes. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

EXECUTIVE SESSION: The board voted to convene into executive session to discuss the partial evaluation of the superintendent {25 O.S. 307(B)}. Motion by Kalob Albertson and seconded by Aaron Vestal. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

REGULAR SESSION: The board acknowledged the return to open session.

COMPLIANCE ANNOUNCEMENT: The board entered executive session at 4:25 p.m. to conduct the evaluation, pages five, six and seven of Superintendent Lorinda Chancellor {25 O.S. 307(B)(1)}. Those present in executive session were board members Kathy Castleberry, Aaron Vestal, Craig Hughes and Kalob Albertson. The board discussed only these listed topics and no decisions were made nor votes taken during executive session. The board returned to open session at 4:41 p.m.

EVALUATION: The board voted to approve pages five, six and seven of the evaluation for Superintendent Lorinda Chancellor {25 O.S.307(b)(1)}. Motion by Kalob Albertson and seconded by Aaron Vestal. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

PD FREQUENCY: Upon recommendation of Superintendent Lorinda Chancellor, the board voted to change the frequency of professional development training for teachers to every three years. The trainings will include: Bullying Prevention, Digital Teaching and Learning, Family and Community Engagement, Racial and Ethnic Education and Workplace Safety Training in Schools. Motion by Craig

Hughes and seconded by Kalob Albertson. Those in favor: Aaron Vestal, Craig Hughes, Kalob Albertson and Kathy Castleberry.

COMMUNICATION APPS: The board voted to "GroupMe", "Class Dojo" and "Band" as platforms the classroom student/parent communication apps for the 2024 - 2025 school year. Motion by Kalob Albertson and seconded by Aaron Vestal. Those in favor: Kalob Albertson, Craig Hughes, Aaron Vestal and Kathy Castleberry.

EXTRA DUTY: The board voted to approve an extra-duty stipend for Willie Kiddie for summer plumbing and other repairs. Motion by Craig Hughes and seconded by Kalob Albertson. Those in favor: Kalob Albertson, Craig Hughes, Aaron Vestal and Kathy Castleberry.

SURPLUS: The board voted to surplus 10 chromebooks. Motion by Kalob Albertson and seconded by Aaron Vestal. Those in favor: Kalob Albertson, Craig Hughes, Aaron Vestal and Kathy Castleberry.

NEW BUSINESS: The superintendent informed the board we will have to choose which platform to use for student/parent communications; Nancy Hurd and Devin Lanier offered to sell four lots to the school. Superintendent offered \$3,000 per lot, Nancy Hurd countered with \$7,500 per lot. The board voted to table the vote until a later date.

REPORT: Superintendent Lorinda Chancellor reported

ADJOURNMENT: The board adjourned at 5:03 p.m. Motion by Craig Hughes and seconded by Aaron Vestal. Those in favor: Kalob Albertson, Craig Hughes, Aaron Vestal and Kathy Castleberry.

Kathy Castleberry, President

Kalob Albertson, Clerk