



## **AGENDA**

**Regular Meeting** of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **March 11, 2019**, at 6:30 PM, in the Cheryl Selman Room, ground floor, at the Charles C. Mason Education Service Center, 3027 S. New Haven Avenue, Tulsa, OK

With the exception of item A-1, the Board of Education reserves the right to take up any agenda item in any order regardless of how items are listed.

This is an open, public meeting held in accordance with the Open Meeting Laws of the State of Oklahoma. The purpose of this meeting is to conduct the business of the School District. As the elected representatives of the School District voters and school patrons, the School Board members will be making decisions concerning the operation of the School District.

**In accordance with Board Policy 1301, individuals may comment on business items or recommendations appearing under the Action or Information portions of a regular meeting agenda. Requests to comment must be made by submitting a completed form for each topic. Forms are available from the Board Clerk before the beginning of each meeting. Requests will be accepted at any time up to the consideration of the Consent Agenda portion of the meeting. Statements are limited to five minutes each.**

Persons desiring to address the Board concerning items not on the agenda must submit a written request form, available from the Clerk of the School Board, at least seven days prior to each meeting. Statements to the School Board by members of the public are limited to five minutes each.

**A. OPENING EXERCISES**

- A.1.** Call to order and confirm that a quorum of the Board is present.
- A.2.** Flag salute led by the Central High School JROTC under the direction of Commander Larry Benzel.
- A.3.** Remind those wishing to address the Board, sign with the clerk -- 5-minute limit.
- A.4.** Motion and vote to adopt the agenda.

**B. RECOGNITION OF VISITORS**

**C. SPECIAL PRESENTATIONS/AWARDS/RESOLUTIONS**

**D. APPROVAL OF MINUTES**

**Regular Meetings**

January 7, 2019  
January 22, 2019  
February 4, 2019  
February 19, 2019

**Special Meetings**

January 14, 2019

**E. CONSENT AGENDA - Motion and vote on recommendation.**

**F. ACTION AGENDA – Motion and vote on each recommendation.**

**G. INFORMATION AGENDA**

**H. STAFF REPORTS**

**I. BOARD MEMBER REPORTS AND CONCERNS**

**J. CITIZENS' COMMENTS**

**K. SUPERINTENDENT'S REPORTS/PRESENTATIONS**

**L. OTHER NONROUTINE ITEMS REQUIRING BOARD ACTION**

**L.1.** Motion, second, discussion and vote on motion to go into executive session to discuss the employment and evaluation of Dr. Deborah Gist as Superintendent of Schools as authorized by Title 25, Section 307.B.1 of the Oklahoma Statutes.

**L.2.** Executive session.

**L.3.** Motion, second, discussion and vote on motion to acknowledge return to open session.

**L.4.** Board President's statement of the minutes of the executive session.

**M. NEW BUSINESS**

Consideration and possible action on any matter which could not have been reasonably foreseen prior to the legal time deadline for posting of the agenda for this meeting.

**N. ANNOUNCEMENTS**

The next regular scheduled meeting of the Board of Education will be held on Monday, March 25, 2019, at 6:30 p.m. in the Cheryl Selman Room, at the Education Service Center, 3027 South New Haven Avenue, Tulsa, Oklahoma.

**O. MOTION AND VOTE TO ADJOURN**

**E. CONSENT AGENDA - Motion and vote on recommendations**

Note: With the exception of encumbrances, student trips and routine staffing items, consent items appeared on the previous regular meeting's agenda as information agenda items unless otherwise indicated.

**DEPUTY SUPERINTENDENT**

**E.1.** RECOMMENDATION: Approve routine field trips.

RATIONALE: Board Policy 3314 requires that all out-of-state student field/study trips and travel have prior authorization by the Board of Education.

**TALENT MANAGEMENT**

**E.2.** RECOMMENDATION: Approve position creations/deletions.

RATIONALE: Positions to be effective after Board approval unless otherwise indicated. Funding for each new position will originate and be included in applicable department budget.

**E.3.** RECOMMENDATION: Purchase services from Snickelbox, LLC, for consultative supports related to teacher recruitment, hiring, onboarding, and retention. Services will begin from the date of execution through June 30, 2019.

COST: Not to exceed \$71,240

FUND NAME/ACCOUNT: Grant Fund, 11-0224-2573-503600-000-000000-000-05-041-0224

REQUISITION/CONTRACT: 11909992

RATIONALE: Teacher quality is the number one predictor of student success; however, local and national teacher shortages require changes in how we attract, engage, and develop instructional talent in our schools. Engaging in this partnership with Snickelbox, LLC will allow the district to update and refine talent management practices by building on best practices, developing effective strategies, and leveraging existing technology platforms to recruit and hire a strong and diverse teacher pool in all of our schools.

**E.4.** RECOMMENDATION: Approve routine staffing items.

RATIONALE: Routine personnel actions implement the various talent management plans and priorities authorized by the Board of Education. All salaries are listed at an effective annualized rate regardless of the length of effective date of contract.

## **FINANCIAL SERVICES**

- E.5.** RECOMMENDATION: Approve the February 15, 2019 - March 7, 2019, New Encumbrances and Encumbrance Changes Report.

RATIONALE: New encumbrances and encumbrance changes reflect obligations of district funds issued in accordance with Board Policy 5102, Financial Reports and Statements.

- E.6.** RECOMMENDATION: Accept the Single Audit Reports and Schedule of Expenditures of Federal Awards that includes the independent audit report on compliance with major programs and internal control over compliance, issued by RSM US LLP for the fiscal year ending June 30, 2018.

RATIONALE: In addition to the audit of the district's financial statements (the Comprehensive Annual Financial Report), which the Board of Education accepted at its December 17, 2018, meeting, the district is required by the Single Audit Act and the Uniform Guidance, issued by the Office of Management and Budget, to have an audit of its major federal programs, as defined by the Uniform Guidance. The Single Audit Reports, combined with the Comprehensive Annual Financial Report, comprise the Single Audit Reporting Package that is required to be filed on the Federal Audit Clearinghouse website by the earlier of March 31, 2019, or 30 days after acceptance of the Single Audit Reports by the Board of Education.

## **BOND PROJECTS AND ENERGY MANAGEMENT**

- E.7.** RECOMMENDATION: Approve the memorandum of understanding with Project Bike Tech. Project Bike Tech will provide a curriculum-based program at Tulsa Met to support a bike repair program. The program will provide a teacher station, five student stations, all tools, and six helmets.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: This project will cost \$17,500 to be paid from applicable bond funds. The annual license fee is \$1,000 to be paid from the site funds, and the only other cost will be for the consumables at \$500 to \$1,000 yearly.

FUND NAME/ACCOUNT: Contingent upon the successful sale and receipt of 2019A bond funds

RATIONALE: The district is committed to improving physical education programs. The addition of the bike shop will support the district's bike programs. There are currently 15 schools with bike programs, an additional 10 sites will implement programs this spring. In addition to the project cost, there will be a \$1,000 annual license fee and yearly consumables cost estimated at \$500 to \$1000 per year, which will be paid through site funds.

- E.8.** RECOMMENDATION: Approve the purchase of energy management equipment from the lowest responsible bidder.  
 FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.  
 COST: Approximately \$300,000  
 FUND NAME/ACCOUNT: Bond Fund, applicable account  
 RATIONALE: New energy management systems are needed to replace outdated technology. This is part of the 2015 bond issue.
- E.9.** RECOMMENDATION: Approve supplement #12 to the master contract with Allied Engineering Group LLC., for interior renovations at Penn Elementary School and Monroe Demonstration Academy.  
 FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.  
 COST: Penn Elementary School, \$1,500,000 (est.)  
 Monroe Demonstration Academy, \$2,000,000 (est.)  
 The engineer will be paid 5.25% of the total cost of the project.  
 FUND NAME/ACCOUNT: Contingent upon the successful sale and receipt of the 2019A bond funds  
 RATIONALE: The use of an engineer is needed to modify the existing life safety system at the schools.
- E.10.** RECOMMENDATION: Approve supplement #19 to the master contract with Trigon General Contractors and Construction Managers, Inc., for interior renovations at Penn Elementary School and Monroe Demonstration Academy.  
 FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.  
 COST: Penn Elementary School, \$1,500,000 (est.)  
 Monroe Demonstration Academy, \$2,000,000 (est.)  
 The construction manager will be paid 4% in management fees and 6% in general conditions on the project.  
 FUND NAME/ACCOUNT: Contingent upon successful sale and receipt of 2019A bond funds, Penn Elementary Account 34-1230-4720-504500-000-000000-043-12-355-RN041 and Monroe Demonstration Academy Account 34-1230-4720-504500-000-000000-067-12-563-RN040  
 REQUISITION/CONTRACT: Penn Elementary School, 41900179; Monroe Demonstration Academy, 41900178  
 RATIONALE: The use of a construction manager is necessary to implement school improvements at Penn Elementary School and Monroe Demonstration Academy. This project is contingent upon the approval of the North Tulsa Community Education Task Force recommendation.

**E.11.** RECOMMENDATION: Enter into contracts with the lowest responsible bidder for the interior renovation at Rogers College High School.

		<b>Phase 2</b>	<b>Phase 3</b>
Demolition	Ark Wrecking	\$79,458.00	
Abatement	Asbestos Handlers	\$79,990.00	
Door Assemblies	Builders Supply	\$85,000.00	\$275,000.00
Finish Flooring	Talon Comm. Serv.	\$513,914.00	
Gypsum Assemblies	ML Jones	\$202,203.00	
Painting	River Paint	\$116,724.00	
Specialty Items	Red Mountain	\$22,400.00	
HVAC	KM Shillingford	\$154,870.00	
Electrical	Lighthouse Electric	\$213,980.00	
Low Voltage	Lighthouse Electric	\$289,800.00	
Window Treatment	Russell Interiors		\$54,280.00
<b>TOTAL TRADES</b>		<b>\$1,758,339.00</b>	<b>\$329,280.00</b>

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

RATIONALE: The improvements at Rogers College High School are part of the 2015 bond issue.

**E.12.** RECOMMENDATION: Assign the contracts for the interior renovation project at Rogers College High School, Phases 2 and 3, to Crossland Construction Company, Incorporated, Tulsa, Oklahoma, the construction manager at risk on the project.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

RATIONALE: The individually awarded contracts will be encumbered as one contract to Crossland Construction Company, Incorporated. The project is part of the 2015 bond issue.

**E.13.** RECOMMENDATION: Approve amendment 13B with Crossland Construction Company, Incorporated, for the interior renovation project at Rogers College High School.

	<b>Phase 2</b>	<b>Phase 3</b>
Trade Contracts	\$1,758,339.00	\$329,280.00
Reimbursables	\$288,590.00	\$36,515.00
Allowances	\$394,082.00	\$5,000.00
General Conditions	\$189,178.00	\$30,545.00
Management Fee	\$92,057.00	\$14,773.00
<b>Total GMP</b>	<b>\$2,722,246.00</b>	<b>\$416,113.00</b>

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: Not to exceed \$2,722,246 in Phase 2 and \$416,113 in Phase 3

FUND NAME/ACCOUNT: Bond fund account code: 32-1230-4720-504500-000-000000-068-12-730-RN019 will pay for phase 2, Phase 3 will be contingent upon the successful sale and receipt of 2019B bond funds.

REQUISITION/CONTRACT: 11902839 / 41900154

RATIONALE: The interior renovation project at Rogers College High School is part of the 2015 bond issue.

## **OPERATIONS**

- E.14.** RECOMMENDATION: Approve returning 15 park benches currently located on the Council Oak Elementary School grounds to the Council Oak Elementary School Foundation upon replacement with new benches.

RATIONALE: The 15 park benches currently at Council Oak Elementary School were originally donated to the district by the Council Oak Elementary School Foundation. The benches will be replaced as part of the name transition efforts at Council Oak. The district will return the original benches to the foundation once replacement work is completed by the district's facilities team. Board approval is required to allow the district to return the donated benches to the foundation.

## **GENERAL COUNSEL**

- E.15.** RECOMMENDATION: Adopt new school board policy titled "Use and Possession of Marijuana, Medical Marijuana, and Cannabidiol (CBD)."

RATIONALE: This proposed board policy will clarify the district's expectations regarding the use and possession of marijuana, "medical marijuana," and cannabidiol (CBD) while on school property.

## **F. ACTION AGENDA - Motion and vote on recommendations**

### **DEPUTY SUPERINTENDENT**

- F.1.** RECOMMENDATION: Enter into an agreement with Language and Friendship, Inc., Bloomington, Minnesota, to allow a limited number of studying students from Angers, France, to travel to Tulsa, Oklahoma, April 7 through April 20, 2019, to experience American culture and school life. They will be hosted by Carver Middle School families and will participate in Carver activities.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: No cost to the district



RATIONALE: The purpose of the visit is to promote global understanding and respect for different cultures, ideas, and world views. The visiting students will shadow the host students in classes and/or help in a foreign language classroom. Language and Friendship staff will provide support to teachers and host families throughout the visit.

## **G. INFORMATION AGENDA**

### **DEPUTY SUPERINTENDENT**

- G.1.** RECOMMENDATION: Enter into a contract with the Glenpool Conference Center, Glenpool, Oklahoma, to host Daniel Webster High School's prom on April 19, 2019.  
FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.  
COST: Not to exceed \$1,700  
FUND NAME/ACCOUNT: Webster High School Activity Fund #864  
REQUISITION/CONTRACT: 61902316  
RATIONALE: The senior prom is an annual event for the senior class of Daniel Webster High School that is attended by seniors and their guests to celebrate the ending of senior year. This event has provided all students the opportunity to become involved with event planning and practice organizational and teamwork skills. This event also gives the Class of 2019 a time to enjoy each other's company in a lovely setting as they begin the final academically challenging month of high school.
- G.2.** RECOMMENDATION: Enter into a contract with the Junior League of Tulsa, Inc., Tulsa, Oklahoma, to host East Central High School's prom on April 13, 2019.  
FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.  
COST: Not to exceed \$775  
FUND NAME/ACCOUNT: East Central High School Activity Fund #864  
REQUISITION/CONTRACT: 61902404  
RATIONALE: The senior prom is an annual event for the senior class of East Central High School that is attended by seniors and their guests to celebrate the ending of senior year. This event has provided all students the opportunity to become involved with event planning and practice organizational and teamwork skills. This event also gives the Class of 2019 a time to enjoy each other's company in a lovely setting as they begin the final academically challenging month of high school.
- G.3.** RECOMMENDATION: Enter into an agreement with Living Arts of Tulsa Inc., Tulsa, Oklahoma, to host Central High School's prom on April 20, 2019.  
FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: Not to exceed \$1,320

FUND NAME/ACCOUNT: Central High School Activity Fund #864

REQUISITION/CONTRACT: 61902174

RATIONALE: The senior prom is an annual event for the senior class of Central High School that is attended by seniors and their guests to celebrate the ending of senior year. This event has provided all students the opportunity to become involved with event planning and practice organizational and teamwork skills. This event also gives the Class of 2019 a time to enjoy each other's company in a lovely setting as they begin the final academically challenging month of high school.

- G.4.** RECOMMENDATION: Enter into an agreement with Gaining Ground, Tulsa, Oklahoma, to provide summer programming to students at Gilcrease Elementary School and Unity Learning Academy, May 22, 2019, through June 30, 2019.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: No cost to the district

RATIONALE: The mission of Gaining Ground is to prevent summer reading loss and close the reading achievement gap for economically disadvantaged students by providing access to high interest, student-selected books, increasing family involvement, and providing ongoing literacy supports. Gaining Ground will provide teachers with resources and professional development that will set up the students for a more successful summer of reading.

- G.5.** RECOMMENDATION: Enter into a contract with the Juvenile Bureau of the District Court of Tulsa County, operating the Phoenix Rising Alternative School, to pay the salary and benefits for one 0.5 art teacher during the 2018-2019 school year.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: No cost to the district

RATIONALE: This is an addendum to the Phoenix Rising contract to reflect their intention to pay the salary and benefits for a 0.5 art teacher at their site during the 2018-2019 school year. The Juvenile Bureau came to an agreement with Tulsa Public Schools to fund 0.5 of the teacher's salary during the 2018-2019 school year thereby creating a 0.5 art position for the school. The Juvenile Bureau shall pay for the part-time art teacher to be utilized only at Phoenix Rising Alternative school at the total amount quoted by the Tulsa Public Schools' budget director.

- G.6.** RECOMMENDATION: Enter into a memorandum of understanding with Urban Strategies, Inc., to provide education services as the principal education partner for students from Riverview Park Apartments and Brightwaters Apartments housing developments as part of the Choice Neighborhoods Initiative.

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**COST:** No cost to the district

**RATIONALE:** The Choice Neighborhoods Initiative grant includes a people component. The partnership between Tulsa Public Schools and Urban Strategies Inc, who is managing the people component, will ensure that students in the affected housing developments continue to receive a high quality education through Tulsa Public Schools.

- G.7.** **RECOMMENDATION:** Renew the lease agreement with Pearson NCS, Austin, Texas, for the rental of Thoreau Demonstration Academy, May 28, 2019, through July 31, 2019.

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**COST:** No cost to the district. Pearson will pay \$15,525 plus utilities for the use of the building.

**RATIONALE:** Pearson grades tests for the National Board of Professional Teaching Standards to determine National Board Certified Teacher status. The Thoreau facility has been used for the past 19 years.

## **TALENT MANAGEMENT**

- G.8.** **RECOMMENDATION:** Enter into an agreement with the Universite de Lille in France to set forth the terms under which they will place student interns with teachers within the district for the purpose of fulfilling college preparation requirements for the 2018-2019 school year.

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**COST:** There is no cost to the district

**RATIONALE:** These agreements will allow the district to partner with international universities in their efforts to train and prepare future bi-literate teachers. Partnering with universities in this manner allows the district to provide valuable feedback on student progress and influence the knowledge, experiences and practical skills of its potential future workforce while maintaining positive relationships with the universities.

- G.9.** **RECOMMENDATION:** Approve position creations/deletions.

**RATIONALE:** Positions to be effective after Board approval unless otherwise indicated. Funding for each new position will originate and be included in applicable department budget.

## **DESIGN AND INNOVATION**

**G.10.** RECOMMENDATION: Approve the submission of Tulsa Public Schools' application for Empowered Schools Act status to the Oklahoma State Board of Education for review.

FURTHER RECOMMEND: Authorize attorneys for the school district to review the application with district staff and complete the inventory of state and district requirements included in the waiver request and authorize the appropriate district official to sign and submit the application to the State Board of Education for review.

COST: No cost to the district

RATIONALE: The Empowered Schools Act status will provide Hale High School, Webster High School, and Tulsa Learning Academy with the flexibility they need to implement their new school models starting in the 2019-2020 academic year with regulatory and statutory flexibilities, the broad areas of graduation requirements, attendance, and credit-earning opportunities.

## **FINANCIAL SERVICES**

**G.11.** RECOMMENDATION: Approve sanctioning of the following booster clubs in accordance with Board Policy 5707 for the 2018-2019 fiscal year:

Edison Futbol Club  
Edison Track & Field Booster Club  
Memorial HS Army JROTC Booster Club  
Tulsa Memorial Football Booster Club, Inc.  
BTWashington PTSG Association, Inc.

COST: No cost to the district

RATIONALE: Sanctioned status provides organizations exemption from the statutory controls relating to school activity funds found in the Oklahoma School Code. The Board may sanction associations and clubs that advance the educational objectives of the district and are beneficial to students under the guidelines established in Board Policy 5707. These organizations submitted required information to support their applications.

## **BOND PROJECTS AND ENERGY MANAGEMENT**

**G.12.** RECOMMENDATION: Enter into contracts with the lowest responsible bidder for the interior renovation at Edison Middle School.

Building Demolition  
Flooring Abatement  
Door & Hardware (Installation)  
Finish Flooring  
Light Gauge Framing, Drywall,  
Acoustical  
Painting  
Doors, Frames, Hardware Supply

Building Specialties  
Window Treatments  
Plumbing  
HVAC  
Electrical & Low Voltage

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**COST:** This is currently in the bidding phase. The subcontractors' names and amounts will be presented on the consent agenda.

**FUND NAME/ACCOUNT:** This is contingent upon the successful sale and receipt of the 2015 bond sale.

**RATIONALE:** The interior renovations at Edison Middle School are part of the 2015 bond issue.

- G.13.** **RECOMMENDATION:** Assign the contracts for the interior renovation at Edison Middle School to Nabholz Construction Corporation, Tulsa, Oklahoma, the construction manager at risk on the project.

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**RATIONALE:** The individually awarded contracts will be encumbered as one contract to Nabholz Construction Company. The project is part of the 2015 bond issue.

- G.14.** **RECOMMENDATION:** Approve amendment #9A with Nabholz Construction Corporation, for the interior renovation at Edison Middle School.

Allowances  
General Conditions  
Management Fees  
Reimbursables  
Trade Contracts  
GMP

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**COST:** This is currently in the bidding phase. The subcontractors' names and amounts will be presented on the consent agenda.

**FUND NAME/ACCOUNT:** Bond fund account code: 32-1230-4720-504500-000-000000-061-12-537-RN038

**REQUISITION/CONTRACT:** 41900185

**RATIONALE:** The interior renovations at Edison Middle School are part of the 2015 bond issue.

**G.15.** RECOMMENDATION: Enter into contracts with the lowest responsible bidder for the interior renovation at MacArthur Elementary School.

Building Demolition  
Flooring Abatement  
Millwork  
Door & Hardware  
Finish Flooring  
Drywall & Ceiling  
Painting  
Metal Lockers  
Plumbing  
HVAC  
Electrical  
Low Voltage

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: This is currently in the bidding phase. The subcontractors' names and amounts will be presented on the consent agenda.

FUND NAME/ACCOUNT: This is contingent upon the successful sale and receipt of the 2019A bond funds.

RATIONALE: The interior renovations at MacArthur are part of the 2015 bond sale.

**G.16.** RECOMMENDATION: Assign the contracts for the interior renovation at MacArthur Elementary School to Trigon General Contractors and Construction Managers, Inc., Tulsa, Oklahoma, the construction manager at risk on the project.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

RATIONALE: The individually awarded contracts will be encumbered as one contract to Trigon General Contracts & Construction Managers, Incorporated. The project is part of the 2015 bond issue.

**G.17.** RECOMMENDATION: Approve amendment #18A with Trigon General Contractors and Construction Managers Inc., Tulsa, Oklahoma, for interior renovations at MacArthur Elementary School.

Allowances  
General Conditions  
Management Fees  
Reimbursables  
Trade Contracts  
GMP

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**COST:** This is currently in the bidding phase. The subcontractors' names and amounts will be presented on the consent agenda.

**FUND NAME/ACCOUNT:** This is contingent upon the successful sale and receipt of the 2019A bond funds.

**RATIONALE:** The interior renovations at MacArthur Elementary School are part of the 2015 bond issue.

- G.18.** **RECOMMENDATION:** Award a contract to CRS Mechanical, Tulsa, Oklahoma, for plumbing at Rogers High School, and adopt a resolution setting forth the reasons for awarding the contract to the second lowest dollar bidder.

**FURTHER RECOMMEND:** The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

**COST:** Not to exceed \$279,582

**FUND NAME/ACCOUNT:** Bond Fund, 32-1230-4720-504500-000-000000-068-12-730-RN019 will pay for Phase 2. Phase 3 will be contingent upon the successful sale of 2019B bonds.

**REQUISITION/CONTRACT:** 11902839/41900154

**RATIONALE:** The recommendation of the award of the plumbing contract for Rogers High School is based on the fact that the low bidder, Beene Services, Tulsa, Oklahoma, failed to complete a previous plumbing project with Tulsa Public Schools and another company was hired to complete the work. It is recommended that the contract be awarded to the second lowest bidder, CRS Mechanical, Tulsa, Oklahoma.

SUPPORTING INFORMATION – March 11, 2019

**CONSENT ITEM E.1.**

**ROUTINE FIELD TRIPS**

SCHOOL/ PARTICIPANTS	NUMBER OF STUDENTS/ PARENTS/ STAFF	PURPOSE OF TRAVEL AND LOCATION	TRAVEL DATES	NUMBER SCHOOL DAYS MISSED	TRAVEL COST AND FUNDING SOURCE
Washington High School/ Cultural Visual Arts Students	Students: 5 Parents: 0 Staff: 2	Study Trip to visit various Historical Sites and Museums/Barcelona and Madrid, Spain; Paris, France	March 16-25, 2019	1	No cost to the district (student and parent funded)
Carver Middle School/ Women of Power	Students: 30 Parents: 5 Staff: 1	To tour College Campuses during Spring Break/San Antonio and Houston, Texas	March 17-21, 2019	0	No cost to the district (Funding will be provided by Women of Power's Booster Club).
Will Rogers Senior and Junior High School/Debate Team	Students: 7 Parents: 0 Staff: 2	To participate in the Urban Debate National Championship/Washington, D.C.	April 12-15, 2019	2	No cost to the district. (Funding will be provided by Tulsa Debate League and Rogers Community Foundation)
Mayo Demonstration Academy/5 <sup>th</sup> Grade Students	Students: 49 Parents: 49 Staff: 2	To participate in a US History and Science study trip/ Dallas/Ft. Worth, Texas	May 8-10, 2019	3	No cost to the district.
Nathan Hale High School/Senior Class of 2019	Students: 100 Parents: 0 Staff: 10	Senior Trip to Silver Dollar City/Branson, Missouri	May 21, 2019	1	Not to exceed \$3,498.28/Hale's School Activity Fund #864
Memorial Junior High School/Robotics Team	Students: 10 Parents: 0 Staff: 3	To attend the National SeaPerch Challenge/Washington, D.C.	May 30-June 4, 2019	0	Not to exceed \$10,500.00/Memorial Junior High's School Activity Fund #879
Washington High School/Academic Team	Students: 8 Parents: 0 Staff: 2	To participate in the National Academic Association Tournament/Orlando, Florida	June 12-17, 2019	0	Not to exceed \$9,000.00/Washington's School Activity Fund #579

CORRECTION TO PREVIOUSLY APPROVED ROUTINE FIELD TRIPS –

**June 18, 2018, Consent item E-1, page 95** – Change the dates from March 14-24, 2019 to July 14-28, 2019

Edison Preparatory Middle/High School/Exchange Program Students	Students: 25 Parents: 2 Staff: 2	Study Abroad Cultural Exchange Program/Milan, Venice, Florence, Pisa, Italy; The French Riviera, Nice, Paris, France; and the country of Monaco (bordering France and the Mediterranean Sea) (Optional 2-3 day extension to London, England).	<b>July 14-28, 2019</b>	0	No cost to the district. (Parents will pay Education First (EF) Tours directly).
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**SUPPORTING INFORMATION**

**CONSENT ITEM E.2.**

**POSITION CREATIONS/DELETIONS**

**Create:**

Position	Salary/Grade	Duties
<p><b>Bus Assistant- Transportation/ Transportation (4 positions)</b></p> <p><i>Annual Budget Impact: \$ 8,978 min. – \$ 11,342 max.</i></p> <p><i>Funding Source: 11-0000-2730-501210- 239-000000-951-03-003-</i></p>	<p>MT-A \$8.70/hr. to \$10.99/hr. 172 Days</p>	<p>Assist bus drivers with various duties as needed including bus safety accordance with time schedules; transporting students to and from their homes, a variety of school sites and on field trips as assigned.</p>

**Delete:**

Position	Salary/Grade	Duties
<p><b>Supervisor-Routing and Scheduling- Transportation/ Transportation</b></p> <p><i>Annual Budget Impact: \$ 31,500 min. – \$ 47,300 max.</i></p> <p><i>Funding Source: 11-0000-2720-501210- 000-000000-513-03-003-</i></p>	<p>BG-3 12 Months</p>	<p>Maintain and manage Routing Department. Responsible for routing all routes and activities. Oversee various assigned computer-programming tasks. Responsible for compiling route analysis reports and spatial analysis mapping. Responsible for Inclement Weather operations, stop checks, supervisor on call duties, and accident investigations.</p>

**SUPPORTING INFORMATION****CONSENT ITEM E.4.****ROUTINE STAFFING****ELECTIONS**

Name	Effective Date	Contract Amount	Position	Grade or Degree and Step
Barlow, Elizabeth	2/12/19	\$30,000.00	Apprentice	NS
Bart, Amber	2/12/19	\$13.49	MD Paraprofessional	IS-10
Bell, Antonio	2/25/19	\$12.99	Bus Driver Trainee	MT-7
Bolton, Charmetia	2/11/19	\$10.38	Cafeteria Assistant	MT-1
Crawford, Stacey	3/05/19	\$67,000.00	Senior Financial Analyst	BG-7
Davis, Aaron	2/25/19	\$30,000.00	Apprentice	NS
De La Cruz, Leticia	2/11/19	\$9.60	Cafeteria Assistant	MT-1
Diaz, Cecilia	2/11/19	\$10.79	Cafeteria Assistant	MT-1
Erter, Tyler	2/12/19	\$10.31	Evening Custodian	MT-3
Garcia, Janet	2/19/19	\$12.99	Bus Driver Trainee	MT-7
Gomez, Linda	2/19/19	\$10.31	School Clerk	CA-3
Hendricks, William	2/11/19	\$10.31	Evening Custodian	MT-3
Hill, Victoria	3/07/19	\$24,382.80	Part Time Psychologist	M30-38
Ivy, Lisa	1/23/19	\$30,000.00	Apprentice	NS
Jones, Brian	1/22/19	\$30,000.00	Apprentice	NS
Jovel Gomez, Yanira	2/05/19	\$10.31	Evening Custodian	MT-3
Lane, Ralph	2/04/19	\$12.40	Head Night Assistant	MT-5
Lester, Brandy	2/13/19	\$17.10	SAF Bookkeeper Technician	CA-13
Li, Chao	2/08/19	\$30,000.00	Apprentice	NS
Littlejohn, Pamela	1/17/19	\$30,000.00	Apprentice	NS
Long, Janika	2/11/19	\$9.88	Cafeteria Assistant	MT-1

ELECTIONS – Continued

Name	Effective Date	Contract Amount	Position	Grade or Degree and Step
Lozano, Karla	1/28/19	\$9.31	Cafeteria Assistant	MT-1
Macia, Cristian	2/05/19	\$10.11	Evening Custodian	MT-3
Maxwell, Celestine	2/19/19	\$13.64	Before and After Care Site Director	MT-7
McCrary, Ty-Lee	1/07/19	\$30,000.00	Apprentice	NS
Meeks, Christian	2/19/19	\$12.36	Bus Driver Trainee	MT-7
Minihan, Richard	2/11/19	\$10.83	Evening Custodian	MT-3
Morgan, Linda	2/25/19	\$8.70	Bus Assistant	MT-A
Mulkins, Rosemary	2/20/19	\$20,136.00	Part Time Psychologist	D-30
Owen, Leslie	2/04/19	\$12.00	Paraprofessional	IS-6
Patterson, Anthony	2/19/19	\$12.43	Bus Driver Trainee	MT-7
Paupaw, Kiesha	2/19/19	\$12.36	Bus Driver Trainee	MT-7
Perry, Myles	2/25/19	\$12.36	Bus Driver	MT-7
Portugal Rios, Alejandro	2/11/19	\$12.36	Bus Driver Trainee	MT-7
Powell, Geneva	2/11/19	\$10.28	Cafeteria Assistant	MT-1
Price, Gabrielle	2/13/19	\$12.00	1:1 Paraprofessional	IS-6
Regalado Castaneda, Salvador	2/18/19	\$13.90	Grounds Light Mechanic Craftsperson	MT-10
Samuels, Imani	1/28/19	\$9.31	Cafeteria Assistant	MT-1
Sandoval, Maria	2/11/19	\$9.60	Cafeteria Assistant	MT-1
Santizo Lopez, Emily	2/07/19	\$10.31	Unassigned Custodian	MT-3
Sorrell, Erica	2/11/19	\$9.71	Before and After Site Assistant	MT-2
Thompson, Marjorie	2/11/19	\$12.00	Paraprofessional	IS-6

ELECTIONS – Continued

Name	Effective Date	Contract Amount	Position	Grade or Degree and Step
Tottress, Thea	1/28/19	\$10.79	Cafeteria Assistant	MT-1
Trevino Zamarripa, Martha	2/11/19	\$9.60	Cafeteria Assistant	MT-1
Tyler, Devin	2/04/19	\$10.31	Evening Custodian	MT-3
Walker, Latoya	2/21/19	\$10.83	School Clerk	CA-3
Wallace, Timothy	2/15/19	\$11.81	Assistant Head Custodian	MT-5
Walton, Sheneici	2/19/19	\$12.36	Bus Driver Trainee	MT-7
Warford, Blake	2/19/19	\$12.36	Bus Driver Trainee	MT-7
Wilkins, Sheri	12/11/18	\$12.36	Bus Driver	MT-7

ADJUSTMENTS

Name	Effective Date	Contract Amount	Current Position	Proposed Position	Grade or Degree and Step
Abbott, Annette	2/22/19	\$11.21	Paraprofessional	Teacher Assistant	IS-6
Adams Piffner, LaDonna	1/14/19	\$10.47	Cook I	Cook II	MT-3
Allen, Thomasina	1/18/19	\$11.72	Cafeteria Assistant	Cook I	MT-2
Anderson, Ashlie	2/11/19	\$9.74	Cafeteria Assistant	Cook I	MT-2
Anderson, Rayshinda	2/11/19	\$14.65	Teacher Assistant	ED Paraprofessional	IS-10
Balauseau, Hilde	1/28/19	\$12.29	Cafeteria Assistant	Cook I	MT-2
Banuelos, Alicia	2/11/19	\$12.90	Cook II	Assistant Cafeteria Manager	MT-6
Battiest, David	2/11/19	\$12.36	Bus Assistant	Bus Driver Trainee	MT-7
Bean, Botagoz	2/06/19	\$10.57	DHI 1:1 Paraprofessional	DHI Paraprofessional	IS-3

ADJUSTMENTS – Continued

Name	Effective Date	Contract Amount	Current Position	Proposed Position	Grade or Degree and Step
Bejar, Guadalupe	2/13/19	\$10.84	Teacher Assistant	Paraprofessional	IS-3
Brown, Elnora	2/11/19	\$11.46	Cook I	Cook II	MT-3
Burk, Timothy	1/14/19	\$12.36	Bus Driver	Bus Driver Trainee	MT-7
Bushman, Ashley	1/28/19	\$11.24	Cafeteria Assistant	Cook I	MT-2
Carter, Chester	2/19/19	\$12.36	Bus Driver Trainee	Bus Driver	MT-7
Chippis, Jessica	1/10/19	\$37,901.00	Apprentice	Teacher	B-0
Cook, Matthew	1/07/19	\$37,901.00	Apprentice	Teacher	B-0
Corona, Ashley	2/11/19	\$12.49	Bus Driver	Special Needs Bus Driver	MT-7
Deere, Abigail	1/18/19	\$11.00	Cook I	Cook II	MT-3
Essman, Stephen	2/11/19	\$11.91	Evening Custodian	Head Custodian	MT-7
Freeland, Sara	1/29/19	\$16.31	Autism Paraprofessional	1:1 MD Paraprofessional	IS-10
Gladden, Patricia	2/19/19	\$12.49	Bus Driver Trainee	Bus Driver	MT-7
Goins, Vanessa	2/19/19	\$12.03	Teacher Assistant	Before and After Care Assistant	MT-2 Site
Gomez, Ana	1/11/19	\$12.14	Evening Custodian	Interim Custodian	Head MT-3
Guzman, Piera	2/11/19	\$11.74	Cook I	Cook II	MT-3
Hourez, Sabrina	1/29/19	\$13.94	1:1 MD Paraprofessional	Autism Paraprofessional	IS-10
Hubbard, Tara	1/07/19	\$13.33	Teacher Assistant	Paraprofessional	IS-6
Jimenez, Melinda	1/07/19	\$12.95	School Clerk	Principal Secretary	CA-8

ADJUSTMENTS – Continued

Name	Effective Date	Contract Amount	Current Position	Proposed Position	Grade or Degree and Step
Joseph, Christina	2/11/19	\$13.61	Bus Driver	Transportation Specialist	– TS-4
Lang, Jessica	2/11/19	\$10.48	Cafeteria Assistant	Cook I	MT-2
Malan, Sabrina	2/04/19	\$13.28	School Clerk	Principal Secretary	CA-8
McDowell, Sheree	2/11/19	\$11.12	Cafeteria Assistant	Cook I	MT-2
Morris, Rebecca	8/16/18	\$48,120.00	Teacher	Teacher	NBC B-16
Portugal Rios, Alejandro	2/11/19	\$12.36	Bus Driver Trainee	Bus Driver	MT-7
Reed, Crystal	2/25/19	\$13.49	Teacher Assistant	MD Paraprofessional	IS-10
Roberts, Connie	2/11/19	\$13.89	Cook II	Assistant Cafeteria Manager	MT-6
Rodriguez, Jayme	2/12/19	\$9.82	1:1 Paraprofessional	Paraprofessional	IS-3
Stay, Paula	2/04/19	\$15.51	Paraprofessional	1:1 MD Paraprofessional	IS-10
Tacardon, Izaak	2/11/19	\$10.31	Unassigned Custodian	Evening Custodian	MT-3
Underwood, Samantha	2/19/19	\$12.36	Bus Driver Trainee	Bus Driver	MT-7
Underwood, Whitney	1/07/19	\$37,901.00	Apprentice	Teacher	B-0
Walton, James	2/07/19	\$12.99	Special Needs Bus Driver	Bus Driver	MT-7
Waltz, Elliott	2/19/19	\$12.36	Bus Driver Trainee	Bus Driver	MT-7
Watson, Lisa	2/11/19	\$13.56	Cook II	Assistant Cafeteria Manager	MT-6
Wilkins, Sheri	2/19/19	\$12.36	Bus Driver Trainee	Bus Driver	MT-7

## SEPARATIONS

Name	Effective Date	Position
Bahema, Cecilia	3/05/19	Cafeteria Assistant
Banfield, Brian	4/01/19	Teacher
Carruth, Alyssa	2/08/19	Paraprofessional
Cherry, Jerica	2/08/19	Cafeteria Assistant
Cisneros-Basquez, Isela	1/30/19	School Clerk
Conley, Danielle	1/07/19	Teacher
Gomez, Nicolasa	2/04/19	Evening Custodian
Hardaman, Marlene	2/01/19	Transportation Supervisor
Harper, Cody	3/05/19	Health Assistant
Hines, Angelika	3/08/19	Payroll Technician
Hopper, Julianna	1/23/19	Paraprofessional
Jackson, Angela	5/23/18	Cafeteria Assistant
Jay, Louis	2/08/19	Head Custodian
Kyle, Kevin	2/11/19	Evening Custodian
Long, Dameon	2/27/19	Before and After Care Site Assistant
McElroy, Linda	3/01/19	Cook I
Munday, Tamra	1/09/19	Teacher
Pinedo, Luis	1/28/19	Unassigned Custodian
Richards, Stephanie	2/22/19	Counselor
Shannon, Sheila	2/27/19	Head Custodian
Smith, Douglas	2/14/19	ED Paraprofessional
Smith, Nicolette	2/12/19	Paraprofessional
Ting, Diana	2/15/19	Teacher Assistant
Underwood, Samantha	2/22/19	Bus Driver
Uriostegui Benitez, Lizbet	1/14/19	Evening Custodian

## SUBSTITUTE AND TEMPORARY ELECTIONS

### CNS

Castaneda, Juana	Taylor, Carol
Del Carmen Lemus, Patricia	Trevino Zamarripa, Martha
Radke, Wanda	Vidales, Alondra
Savage, Michael	

### CUSTODIANS

Taylor, Jo Ann

### TUTOR

Mitchell, Glenda

### ADJUNCT COACHES

#### Rogers

Robert Soland, boys' head soccer adjunct coach @ \$3,878, February 7, 2019 to June 2, 2019

#### Hale

John Bartlett, boys' track assistant adjunct coach @ \$1,200, February 19, 2019 to June 2, 2019

## SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES

### Memoria Jr. High – Student Activity Fund #520

Pay certified employee, Chelsea Watkins, stipend not to exceed \$1,600 for boys and girls soccer coaching duties from February to May of the 2018-2019 school year.

### Fine Arts Department – 11-0020-2490-501700-000-000000-210-06-070

Pay certified employee, Andrea Fultz, a stipend @ \$200 for accompanist duties with the Metro Honor Choirs, for time worked outside of contracted hours for the 2018-2019 school year.

### Fine Arts Department – 11-0020-2490-501700-000-000000-210-06-070

Pay certified employee, Karen Miller, a stipend @ \$200 for accompanist duties with the Metro Honor Choirs, for time worked outside of contracted hours for the 2018-2019 school year.

### Phoenix Rising – 11-0000-1000-501110-100-105000-415-07-628

Pay certified employee, Carmen Guyton, \$28.00 per hour (total not to exceed \$2000.00), for after school tutoring during the 2018-2019 school year.

### Burroughs – 11-0000-2410-501110-000-000000-105-07-135

Pay Demetria Tisdale, assistant principal, a stipend of \$2,930 for interim principal duties, November 27, 2018 to June 30, 2019.

### Hamilton – 11-0000-2410-501110-000-000000-105-07-204

Pay Carrie Melton, assistant principal, a stipend of \$4,800 for interim principal duties, February 4, 2019 to June 30, 2019.

### Patrick Henry – 11-0000-2410-501110-000-000000-105-07-205

Pay Lori Gregory, assistant principal, a stipend of \$2,630 for interim principal duties, January 22, 2019 to March 15, 2019.

### Hale Junior High – 11-0000-2410-501110-000-000000-105-07-661

Pay Mark Cole, assistant principal, a stipend of \$6,950 for interim principal duties, December 17, 2018 to June 30, 2019.

### State Testing Coordinator – 11-0000-2212-501500-000-000000-615-06-070-

Pay support employee, Charles Spaulding, @ his current hourly rate (total not to exceed \$3,000), for time worked outside of normal contract hours, to assist with state testing.

### Professional Development- 81-2637-2213-501700-100-105000-210-06-064-

Pay certified advanced, pre-AP, and AP teachers, to be named, a stipend @\$26/hour (Total not to exceed \$13,000) to develop and present professional development, March 11, 2019 through June 30, 2019, during non-contract hours.

### Rogers – Student Activity Fund # 520

Pay certified employee, Tina Ham, a stipend not to exceed \$1,000 for on-site management of online accounts including SchoolWay, Twitter, Facebook and the school webpage for the 2018-2019 school year.



SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES – Continued

Tulsa Beyond Documentarian Stipend – 11-0260-2541-501800-000-000000-341-05-005-0260

Pay support employee, Joshua Vess, a stipend of \$21/hour for no more than 20 hours per week for documentarian work on the Tulsa Beyond project from February to June, 2019.

Federal Programs – 11-0000-2511-501210-000-000000-615-08-098

Pay Executive Administrative Assistant, Dawn Hamilton @ \$4/hr. worked (total not to exceed \$1500) for additional department responsibilities from February 11, 2019 through March 25, 2019.

Multi Café Site Management (2) – 22-3850-3120-501210-700-000000-513-03-xxx

Pay the following Cafeteria Managers a stipend of \$200/month per site August-May 2018-19 to manage all administrative café duties for the sites listed below for the 2018-2019 school year.

Rita Botello: Marshall and Collegiate Hall (\$400.00 monthly)

Multi Café Site Management (2) – 22-3850-3120-501210-700-000000-513-03-xxx

Pay the following Cafeteria Managers a stipend of \$200/month per site August-May 2018-19 to manage all administrative café duties for the sites listed below for the 2018-2019 school year.

Rita Botello: Marshall and Collegiate Hall (\$400.00 monthly)

Skelly – 11-0000-2410-501110-000-000000-105-07-410

Pay Jennifer Pense, Pre-K through 1st principal, a stipend of \$4,120 for additional principal duties at the 2nd through 6th building, January 2, 2019 to June 30, 2019.

CORRECTIONS TO PREVIOUSLY APPROVED ITEMS

Correct rate of pay on election January 7, 2019 page 15

ELECTIONS

Name	Effective Date	Contract Amount	Position	Grade or Degree and Step
McWhorter, Jacqueline	12/17/18	\$12.36	Bus Driver	MT-7

Correct contract amount on adjustment November 19, 2018 page 22

ADJUSTMENTS

Name	Effective Date	Contract Amount	Current Position	Proposed Position	Grade or Degree and Step
Hourez, Sabrina	10/09/18	\$13.94	Teacher Assistant	1:1 MD Paraprofessional	IS-10

## SUPPORTING INFORMATION

### CONSENT ITEM E.15.

### SCHOOL BOARD POLICY

Use and Possession of Marijuana, Medical Marijuana,  
and Cannabidiol (CBD) On School Property  
[NEW POLICY]

Purpose: This policy describes the district’s position on the use and possession of medical marijuana on school property given current federal law.

The district recognizes that the legal aspects and consequences of medical marijuana, cannabidiol, and hemp are new and possibly subject to change. These legal aspects and consequences of medical marijuana, cannabidiol, and hemp affect many areas of the district’s current policies regarding employees, students, parents and individuals on district premises or attending district events. The district will continue to enforce its current adopted policies. As the need arises with changes in state and/or federal law, the district will consider and/or examine district policies in order to assess whether revisions, if any, may be needed to a district policy in order to comply with state and federal law.

#### General Provisions

##### Definitions

The term “marijuana” includes, but is not limited to, any form of marijuana; all parts of the plant *Cannabis sativa L.*, whether growing or not; marijuana seeds; marijuana oil, extract, resin, or residue; marijuana edibles; and cannabidiol (except cannabidiol described as “authorized cannabidiol/CDB” below). This definition excludes all substances excluded from the definition of “marihuana” in the federal Controlled Substances Act (see 21 USC 802(d)(16)).

Cannabidiol (“CBD”): a cannabinoid made from cannabis (hemp or the marijuana plant). Note that some CBD is authorized in this policy as permitted by law.

Hemp: the plant *Cannabis stavia L.* and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a delta-9 tetrahydrocannabinol concentration of not more than 0.3% on a dry weight basis.

THC: tetrahydrocannabinol.

##### Overlapping Policies

Employees, students, and individuals on school property are expected to adhere to any and all applicable open letters, formal opinions, directives, or any other instruction provided by federal or state agencies regarding state and/or federal law. The terms “marijuana” and “possession of marijuana” will be interpreted by the district in accordance with state and federal law.

## Non-Discrimination

There will be no discrimination in the district because of an individual's status as a medical marijuana license holder.

## Prohibitions of Marijuana on District Property

While the State of Oklahoma has authorized the use medical marijuana (marijuana authorized for medical purposes pursuant to state law), marijuana is still a prohibited controlled substance under federal law. Because of the district's obligations to comply with federal law, marijuana is not allowed on district property or in any school vehicle, regardless of a student, employee, parent or any individual's status as a medical marijuana licenses holder or if the marijuana is otherwise considered "medical marijuana." District property includes, but is not limited to all school buildings, parking lots, grounds, equipment, and school vehicles. This prohibition also extends to situations and contexts in which the district reasonably deems the possession of marijuana to be illegal pursuant to applicable law.

In the event that a student, employee, parent or any individual is found to possess or to have possessed marijuana in any of the instances stated above, the district will proceed with all actions and consequences that are afforded to the district under any state or federal law, employment contract, district policy, student handbook provision, or any other authority applicable to or adopted by the district, including but not limited to its drug/alcohol testing policy, its policy prohibiting the use of drugs and alcohol and the student behavior guide (also known as the Behavior Response Plan, or Student and Family Guide to Success).

## Hemp and Cannabidiol (CBD)

Cannabidiol is regulated differently than marijuana under both state and federal law. Possession and administration of cannabidiol shall be treated differently based on the concentration of THC in the cannabidiol. In no instance will this section be construed to apply to a substance that is not made from hemp nor shall this section be construed to permit the possession or use of a cannabis-derived oil that contains more than 0.3% THC.

The following two concentrations/contexts of cannabidiol are considered "authorized cannabidiol/CBD."

### 1. Cannabidiol Containing 0.0% THC

Employees, parents and individuals who are not students of the district may possess and self-administer cannabidiol containing 0.0% THC on the premises of the district. However, employees, parents, or individuals who are not students of the district must be able to verify that the cannabidiol contains 0.0% THC at the time of possession and/or self-administration via a reliable product label or a physician's certification. Employees are not permitted to self-administer cannabidiol in the presence of students.

Students of the district may not possess and/or self-administer cannabidiol containing 0.0% THC. However, a parent or legal guardian of the student may administer cannabidiol containing 0.0% THC to the student. Cannabidiol containing 0.0% THC may only be administered to a student in an area designated by the district's personnel. The parent or legal guardian must verify with the district that the cannabidiol contains 0.0% THC via a reliable product label or physician's certification each time prior to administering such cannabidiol to the student in the

district's designated administration area. After the parent or legal guardian of the student has administered the cannabidiol containing 0.0% THC to the student, the parent or legal guardian must remove the cannabidiol from the district's premises. The district will not maintain or store a student's cannabidiol containing 0.0% THC for any length of time.

2. Cannabidiol Containing THC at a Concentration of No More Than 0.3%

A. Employees, parents and individuals who are not students of the district may possess and self-administer cannabidiol containing up to a maximum of three-tenths of one percent (0.3%) THC on the premises of the district provided they meet either section i. or ii. below:

- i. The employee, parent, or individual who is not a student, is a medical marijuana license holder; or
- ii. The employee, parent, or individual who is not a student provides the district with a written certification from a physician licensed in Oklahoma that the employee, parent, or individual that is not a student has been diagnosed by a licensed physician as having one of the following:
  - a. Lennox-Gastaut Syndrome;
  - b. Dravet Syndrome, also known as Sever Myoclonic Epilepsy of Infancy;
  - c. Any other severe form of epilepsy that is not adequately treated by traditional medical therapies;
  - d. Spasticity due to multiple sclerosis or due to paraplegia;
  - e. Intractable nausea and vomiting; or
  - f. Appetite stimulation with chronic wasting diseases.

Such employees, parents, or individuals who are not students of the district must be able to verify (1) that they meet an exception listed above and (2) that the cannabidiol contains no more than 0.3% THC at the time of possession and/or self-administration via a reliable product label or a physician's certification. Employees are not permitted to self-administer cannabidiol in the presence of students.

B. With regard to students of the district and cannabidiol containing THC in an amount no greater than 0.3%, only the parent, legal guardian or caregiver (as defined in 63 O.S. § 420A) of the student may administer the product. Students may not possess and/or self-administer. Further, such parent, legal guardian or caregiver may administer the product on district premises only if the student meets one of the following exceptions:

- i. The student is a medical marijuana license holder; or
- ii. The parent, legal guardian, or caregiver of the student provides the district with a written certification from a physician licensed in Oklahoma that the student has been diagnosed by a licensed physician as having one of the following:
  - a. Lennox-Gastaut Syndrome;
  - b. Dravet Syndrome, also known as Sever Myoclonic Epilepsy of Infancy;
  - c. Any other severe form of epilepsy that is not adequately treated by traditional medical therapies;
  - d. Spasticity due to multiple sclerosis or due to paraplegia;
  - e. Intractable nausea and vomiting; or
  - f. Appetite stimulation with chronic wasting diseases.

The physician's written certification must also provide that the cannabidiol being administered to the student has a THC level of not more than .3% and the cannabidiol was delivered to the student, parent, or legal guardian in a liquid form.

Once the district has received a copy of the student's medical marijuana license or a physician's certification meeting these requirements, the parent or legal guardian may administer cannabidiol containing THC in an amount no greater than 0.3% to the student in an area designated by the district's personnel. The parent or legal guardian must verify with the district that the cannabidiol contains THC in an amount no greater than 0.3% via a reliable product label or physician's certification each time prior to administering such cannabidiol to the student in the district's designated administration area. After the parent or legal guardian of the student has administered the cannabidiol to the student, the parent or legal guardian must remove the cannabidiol from the district's premises. The district will not maintain or store a student's cannabidiol for any length of time.

In no instance will a school district employee administer cannabidiol to a student, unless they are the parent, legal guardian, or caretaker for that student and one of the three approved contexts apply.

Food and Drug Administration-approved cannabidiol medication (e.g., Epidiolex) is not subject to the language in this policy. While such medication may not be possessed or self-administered by students, these medications may be taken at school. They must be stored in district offices and may be administered by the school nurse or other designated district personnel in accordance with the District's policy on Administration of Medicine.

In the event that a student, employee, parent or any individual is found to have violated the district's policy regarding cannabidiol possession and/or self-administration, the district will proceed with all actions and consequences that are afforded to the district under any state or federal law, employment contract, district policy, student handbook provision, or any other authority applicable to or adopted by the district.

Campus Police Personnel,  
and District Employees Using a Commercial Drivers' License

Employees of the district are expected to comply with state and federal law at all times as a term of their continued employment with the district. Campus police personnel are advised that current directives from the Bureau of Alcohol, Tobacco, Firearms and Explosives ("ATF") (<https://www.atf.gov/file/60211/download>) to all federal firearms licensees state that such individuals may not use or be addicted to marijuana, regardless of whether they are authorized by state law to use marijuana use for medical purposes.

In addition, pursuant to United States Department of Transportation regulation and guidance, district employees using Commercial Drivers Licenses may not possess or use marijuana, regardless of whether they possess a medicinal marijuana license.

Campus police and CDL license holders are reminded that they are subject to random drug testing policies outlined in the board's policy manual.

**SUPPORTING INFORMATION**

**INFORMATION ITEM G.9.**

**POSITION CREATIONS/DELETIONS**

**Create:**

Position	Salary/Grade	Duties
<p><b>Service Compliance Specialist-</b> Transportation/ Transportation</p> <p><i>Annual Budget Impact:</i> \$ 26,831 min. – \$ 41,621 max.</p> <p><i>Funding Source:</i> 11-0000-2740-501210- 000-000000-xxx-03-003-</p>	<p>MT-12 \$14.84/hr. to \$20.01/hr. 12 Months</p>	<p>Provide updates and assist with, garage statistics, fuel, district inspections, vehicle assignments, site administrator for FleetVision maintenance program and provide written communications for the department as directed.</p>

**Delete:**

Position	Salary/Grade	Duties
<p><b>Craftsperson-</b> Transportation/ Transportation</p> <p><i>Annual Budget Impact:</i> \$ 24,390 min. – \$ 32,797 max.</p> <p><i>Funding Source:</i> 11-0000-2740-501210- 000-000000-712-03-003-</p>	<p>MT-10 \$13.49/hr. to \$18.14/hr. 12 Months</p>	<p>Repairing diesel, gasoline and alternative fueled trucks school buses, and automobiles.</p>

**Delete:**

Position	Salary/Grade	Duties
<p><b>Clerk-</b>Transportation/ Transportation</p> <p><i>Annual Budget Impact:</i> \$ 19,346 min. – \$ 25,764 max.</p> <p><i>Funding Source:</i> 11-0000-2720-501210- 000-000000-609-03-003-</p>	<p>CA-5 \$10.70/hr. to \$14.25/hr. 12 Months</p>	<p>Serve as the assistant to the manager with minimal direction. Prepare reports, meeting agendas, and other documents as required. Assist in handling various aspects of the departmental budget.</p>