



**Regular Board of Education Meeting
March 10, 2025 at 6:00 p.m.
Piedmont Learning Center and Administration Office
Board Room/Conference Room
615 Edmond Road NW, Piedmont, Oklahoma 73078
Minutes**

- I. PROCEDURAL ITEMS** A. Layne Jones called the meeting to order at 6.00 p.m.
B. Derek Jones called roll:

Name:	Present	Absent
Neal Cast	X	
Jerrod Moser	X	
Derek Jones	X	
Katie Cornman	X	
Layne Jones	X	

C. Jerrod Moser led the flag salute and prayer.

Additional Admin/others present:

Tommy Buckner, Jennifer Fuller, Brenda Davis, Lisa Campbell, Scott McCall, Mark Melton, Matt Bilyeu, Scott Ballard, Riley Thomas, Amy Bixler, Jennifer Carver, Brandi Skokowski, Tyler Bodell, Kara King, Jennifer Warner, Robert Luttmer, Matthew Cook, Matt Shellenberger, and Darnell Zook.

II. PUBLIC PARTICIPATION

Pursuant to Board Policy BED-R, members of the public shall be allowed to attend all meetings of the board of education. In addition, the board of education will have an item on every regular board meeting agenda that affords citizens the right to speak. Any individual wishing to address the board shall sign in with the board minutes clerk prior to the start of the meeting. The president of the board will then acknowledge only those individuals whose names are listed to address the board. The board will set a maximum time of twenty-one minutes at each regular meeting for public comment. Those wishing to speak will be limited to three minutes. Speakers will be allowed to address the board in the order they signed in with the board minutes clerk. The president of the board may extend the time limits if necessary.

There was none.

III. PRESENTATIONS

A. 2023-2024 Audit Report - S&B CPAs & Associates, PLLC

Jay States, Representative of S&B CPAs & Associates, PLLC presented for the 2023-2024 Audit Report results. There are three opinion letters: 1) Qualified Opinion, 2) Internal Control - Clean Opinion, 3) Federal Programs - No material weakness, no compliance issues or findings. The overall audit was clear and concise. Two findings were noted: 1) Discrepancy in payroll/contracts and 2) Activity Reconciliations. An action plan has been put in place to address these two findings. Jay added that he enjoyed working with the staff.

IV. BUSINESS ITEMS

A. Discuss and take possible action regarding the 2023-2024 Audit

Layne Jones made a motion to approve the 2023-2024 Audit.. Derek Jones seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrold Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

B. Discuss and take possible action regarding Job Description for School Based Family Specialist.

Jerrold Moser made a motion to approve the Job Description for School Based Family Specialist. Neal Cast seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrold Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

Dr. Eichelberger explained that there is a salary up to \$60,000 that will be reimbursed by DHS. Lisa Campbell added that the employee will be assigned to a building with an LPC.

- C. Discuss and take possible action regarding contract with Canadian County Board of Commissioners for School Based Family Specialist program (20% reimbursement)

Neal Cast made a motion to approve the contract with Canadian County Board of Commissioners for School Based Family Specialist program (20% reimbursement).

Derek Jones seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrod Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

- D. Discuss and take possible action regarding contract with Oklahoma Department of Human Services for School Based Family Specialist program (80% reimbursement).

Jerrod Moser made a motion to approve the contract with Oklahoma Department of Human Services for School Based Family Specialist program (80% reimbursement).

Katie Cornman seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrod Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

- E. Discuss and take possible action regarding the Compensation Schedule for School Based Family Specialist

Katie Cornman made a motion to approve the Compensation Schedule for School Based Family Specialist. Jerrod Moser seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrod Moser	Yes

Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

Dr. Eichelberger explained how HR and Finance developed a compensation schedule determined by previous experience.

- F. Discuss and take possible action regarding adoptions, revisions, consolidations, and deletions of duplicate policies:
1. DABB-R Notification To Superintendent of Arrest of School Employee - Adoption
 2. GA Flag Displays - Adoption

Layne Johnson made a motion to approve the adoption of DABB-R Notification To Superintendent of Arrest of School Employee and GA Flag Displays. Jerrod Moser seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrod Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

Dr. Eichelberger explained that both policies are a requirement by the State Department of Education.

V. **CONSENT AGENDA**

Discuss then vote to approve all consent items. These items may be approved by one board motion unless any board member desires to have a separate vote on any or all of these items.

- A. February 10, 2025 regular board meeting minutes
- B. Treasurer's report
- C. Encumbrance report
- D. Encumbrances – Attachment A
- E. Activity fund report
- F. American Fidelity Section 125 Plan

- G. FY26 ADPC software license and support renewal (\$1,250 monthly from General Fund)
- H. FY26 KREF streaming renewal (No Cost to District)
- I. FY26 Lawn maintenance renewal - Busy Barrios, LLC (\$112,500 from General Fund)
- J. College remediation report
- K. Dropout report
- L. Student transfer capacities
- M. Fundraiser purposes & expenditures - Attachment E
- N. Overnight trip requests - Attachment F
- O. Declaration of obsolete/surplus items – Attachment G

Neal Cast made a motion to approve Consent Agenda Items A through O, noting that the amount for G is a monthly amount. Jerrod Moser seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrod Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

Board member asked if we were happy with our lawn service and the executive team responded with “Yes, we are pleased with their service”.

VI. FINANCIAL REPORT

Chief Financial Officer, Jennifer Fuller reviewed the financial reports. She indicated that there was not a lot of change in the General Fund and the Redbud money has been received. Child Nutrition, Federal claims, Building Fund, Tax Collections were all the same with no changes. COVID Funds are still on the books and they will be used to pay towards the schools kitchen at the Middle School and Northwood Elementary. This will save money on the bond funds.

VII. EXECUTIVE SESSION

- A. Vote to convene or not to convene into executive session for the purpose of:
 - 1. Discussing employment as listed on Attachment C. 25 O.S. § 307(B)(1)
 - 2. Discussing the re-employment of district and site administrators as listed on Attachment B. 25 O.S. § 307(B)(1)

Derek Jones made a motion not to convene into executive session for the purpose of:

- 1. Discussing employment as listed on Attachment C. 25 O.S. § 307(B)(1)
- 2. Discussing the re-employment of district and site administrators as listed on Attachment B. 25 O.S. § 307(B)(1)

Layne Jones seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrold Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

VIII. ACTION ITEM

- A. Discuss and take possible action on employment as listed on Attachment C.

Layne Jones made a motion to approve employment as listed on Attachment C. Derek Jones seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrold Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

- B. Discuss and take possible action on the re-employment of district and site administrators as listed on Attachment B.

Layne Jones made a motion to approve re-employment of district and site administrators as listed on Attachment B. Neal Cast seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrold Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.

IX. EXECUTIVE SESSION

A. Vote to convene or not to convene into executive session for the purpose of:

1. Conducting an ongoing evaluation of the Superintendent pursuant to 25 O.S. § 307 (B) (1).
2. Discussion of possible purchase and acquisition of real property. 25 O.S. § 307(B)(3)

Derek Jones made a motion to convene into executive session for the purpose of:

1. Conducting an ongoing evaluation of the Superintendent pursuant to 25 O.S. § 307 (B) (1).
2. Discussion of possible purchase and acquisition of real property. 25 O.S. § 307(B)(3)

Jerrold Moser seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrold Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

B. Acknowledge the board's return to open session.

The board returned to open session at 8:16 p.m.

C. Executive session minutes compliance announcement.

The board entered into executive session at 6:50 p.m. to conduct an ongoing evaluation of the Superintendent pursuant to 25 O.S. § 307 (B) (1).

Those present in executive session were: Layne Jones, Katie Cornman, Derek Jones, Jerrold Moser, Neal Cast and Dr. Drew Eichelberger.

No action was taken.

X. NEW BUSINESS

Discussion and possible action regarding new business. This business, in accordance with 25 O.S. Section 311 (A)(9), is limited to any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda.

There was none.

XI. SUPERINTENDENT'S REPORT

Dr. Eichelberger shared that we have two state champion wrestlers, including the first-ever female wrestler and a 6A Wrestling Coach of the Year. He also acknowledged Teacher of the Year selections for all school sites and the phenomenal amount of knowledge Amy Bixler has.

She has been selected to be a peer reviewer for literacy grant applications for the Oklahoma State Department of Education. Dr. Eichelberger reported that enrollment numbers are dead even in every school site from February and reinforced our district's Mission, Vision and Core Values, reminding everyone of what we believe in. And finally, he encouraged support for DUCK Week, sharing the schedule of participating restaurants and day/evening events throughout the week to help support this meaningful cause.

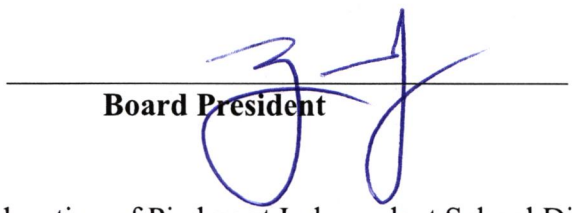
XII. ADJOURNMENT

At 8:20 p.m., Jerrod Moser made a motion to adjourn. Neal Cast seconded the motion. The votes were recorded as follows:

Neal Cast	Yes
Jerrod Moser	Yes
Derek Jones	Yes
Katie Cornman	Yes
Layne Jones	Yes

Motion passed.


Board Minutes Clerk


Board President

I, the undersigned, Minutes Clerk of the Board of Education of Piedmont Independent School District No. Twenty-Two of Canadian County, Oklahoma, do certify that prior to December 15, of the last calendar year, the date, time, and place of this regular meeting was filed in the office of the County Clerk of Canadian County.

I also certify that at least 24 hours prior to the meeting, excluding Saturday, Sunday and holidays, notice of the time, place and agenda of this meeting was posted on the Piedmont Public Schools website and also in prominent public view at the location of the meeting.

Witness my hand and seal of this school district on this 10th day of February 2025.



Sandra K. Lemaster
Board Minutes Clerk

Attachment A
Encumbrances

Accounts Payable				Payroll			
Fund		PO #s	Amount	Fund		PO #s	Amount
11	General Fund	559-586	\$46,898.50	11	General Fund	70001-71366	\$39,441,362.93
21	Building Fund	114-117	\$4,385.73	21	Building Fund	70001-70010	\$540,590.25
22	Child Nutrition		\$	22	Child Nutrition		\$
32	Bond 32		\$				
33	Bond 33		\$				
34	Bond 34	1	\$540,000.00				
Accounts Payable Change Orders				Payroll Change Orders			
11	General Fund	35	\$450.00	11	General Fund		\$
21	Building Fund	81	\$526.66				
22	Child Nutrition		\$	22	Child Nutrition		\$
TOTAL			\$ 592,260.89	PAYROLL TOTAL			\$39,981,953.18
GRAND TOTAL \$ 40,574,214.07							

Attachment D
Activity Account Requests - New
FY25

Site	Name of New Account	Purpose	Sponsor
High School	Scholarship	Student Scholarships	Steve Spears/Principal
High School	PHS Transition	Support Employment Independence & Transition to Adulthood	Amanda Gifford & Katie Baker

Attachment E
Fundraisers
FY25

Site	Activity Account Name	Activity Account #	Fundraiser
High School	Scholarship	TBD	Donations for Student Scholarships
High School	PHS Transition	TBD	Concession Sales
High School	PHS Transition	TBD	Donations
High School	Special Olympics	860-001	Blanket Sales
High School	Special Olympics	860-001	Snap! Raise
High School	Special Olympics	860-001	Parents Night Out
High School	Special Olympics	860-001	Car Wash
High School	Special Olympics	860-001	Donations
High School	Special Olympics	860-001	School Store Items/Novelties
Piedmont Elementary	Library	961	Concession Sales
Piedmont Elementary	Library	961	Novelty Item Sales
Piedmont Elementary	Library	961	Author Book Sales

Attachment F
Overnight Trip Requests
FY25

Site	Group/Club	Destination	Event	Dates of Travel	Staff/Chaperones Traveling
HS	Wrestling	Bixby, OK	Regional Wrestling Tournament	02-20 thru 02-22-25	Erik Ford, Joe Mitchell, Dayton Garrett, Dirick Hatfield, Jeff Kline
HS	Track	Topeka, KS	Washburn Indoor Meet	02-21 thru 02-22-25	Kelly Beck, Bailey Briscoe, Jordan Mills
HS	Business Professionals of America Students	Tulsa, OK	OKBPA State Leadership Conference	03-02 thru 03-05-25	Mitch Brinlee
HS	Baseball	Rogers, AR	Baseball Festival	03-27 thru 03-29-25	Adam Skokowski, Todd Brown, Zach Stephens, Cole Migl
District	Staff Member	Manhattan, KS	PowerSchool Conference	04-13 thru 04-16-25	Joy Ruiz
HS	Tennis Boys & Girls	Claremore, OK	Claremore Tennis Tournament	05-01 thru 05-02-25	Mitch Brinlee, Eric Wright, Kourtney Aller
HS	Cheer	Tulsa, OK	United Cheer Assoc. Camp	06-16 thru 06-19-25	Madison Reaves, Cassidy Baker

**Attachment C
Employment**

Employment FY25/FY26					
Last Name	First Name	Certified Professional Support Adjunct Hourly/Daily	Site/Assignment	New/Existing	Effective Date
Dawkins	Briana	Support	ECC/ Paraprofessional	Existing	TBD
Jensik	Erica	Adjunct	HS/Volleyball Coach	Existing	08/01/25
Lewis	Gerald	Hourly	D/IT Intern	Existing	TBD
Manning	Kaitlynn	Hourly	ChildCare Center	Existing	01/13/25
Pope	Marlee	Hourly	ChildCare Center	Existing	01/28/25
Smithson	Lillian	Hourly	D/Club House	Existing	01/26/25
Stark	Kenzie	Hourly	D/Club House	Existing	01/26/25
Resignations//Retirements/Terminations/Leave of Absence					
Last Name	First Name	Certified Professional Support Adjunct	Site/Assignment	Effective Date	
Perales-Baron	Maria	Hourly	SR/Cafeteria Monitor	02/07/25	
Randolph	Cynthia	Certified	PE/4th Grade	05/23/25	

Attachment B
Renewal of Employment

Employment FY26 - Superintendent's Executive Team		
Last Name	First Name	Position/Title
Balenseifen	Patricia	Chief Human Resources Officer
Bilyeu	Matt	Executive Director - Operations
Buckner	Tommy	Chief Technology Officer
Campbell	Lisa	Assistant Superintendent
Davis	Brenda	Executive Director - Academic Services
Fuller	Jennifer	Chief Financial Officer
McCall	Scott	Executive Director - Special Services
Melton	Mark	Executive Director - Secondary Education